SHIRE OF KOJONUP

PUBLIC AGENDA

Ordinary Council Meeting

27 October 2026

TO: THE SHIRE PRESIDENT AND COUNCILLORS

NOTICE is hereby given that an Ordinary Meeting of Council will be held in the Council Chambers, Administration Building, 93 Albany Highway, Kojonup on Tuesday, 27 October 2026 commencing at 3:00pm.

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

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

GRANT THOMPSON
CHIEF EXECUTIVE OFFICER
22 October 2026

This document is available in other formats on request for people with disability

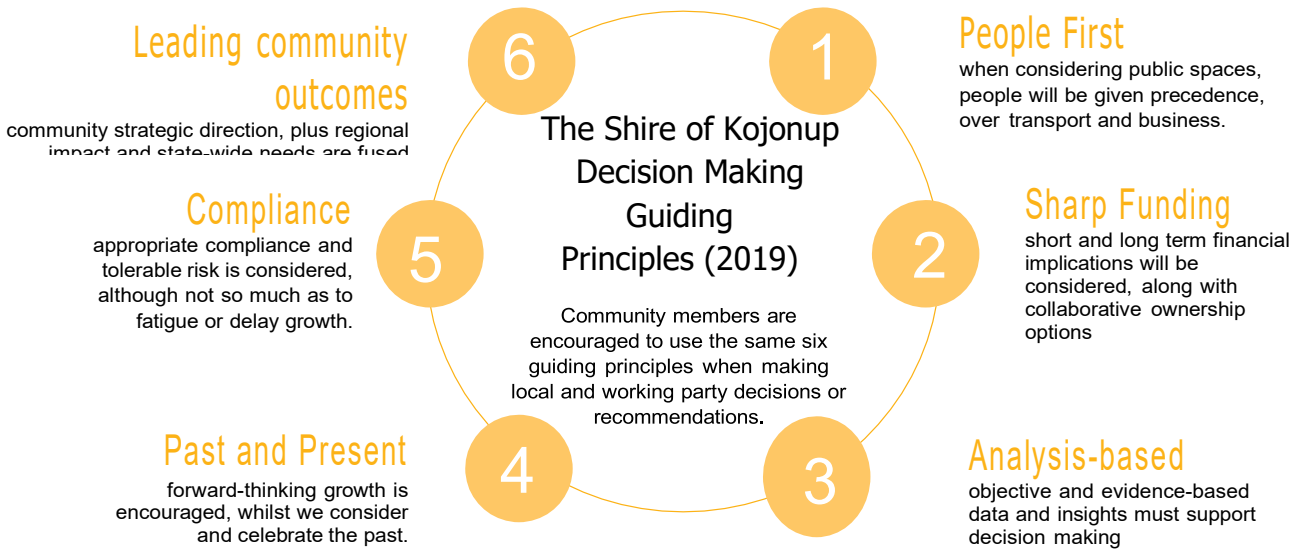
AGENDA FOR AN ORDINARY COUNCIL MEETING TO BE HELD ON 27 OCTOBER 2026
TABLE OF CONTENTS

Contents

PUBLIC AGENDA 1
1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS 5
2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER 6
3 ATTENDANCE 6
3.1 APOLOGIES 6
3.2 APPROVED LEAVE OF ABSENCE 6
4 DECLARATION OF INTEREST 6
5 PUBLIC QUESTION TIME 6
5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE 6
5.1.1 LEN NORTH (KODJA PLACE VOLUNTEER) – ELECTRICAL HAZARD/CAMERA INSTALLATION PROJECT 6
6 CONFIRMATION OF MINUTES 7
6.1 MINUTES OF AN ORDINARY COUNCIL MEETING HELD 29 SEPTEMBER 2026 7
7 PRESENTATIONS 7
7.1 PETITIONS 7
7.2 PRESENTATIONS 7
7.3 DEPUTATIONS 7
7.4 DELEGATES' REPORTS 7
8 METHOD OF DEALING WITH AGENDA BUSINESS 7
9.1 KEY PILLAR 'LIFESTYLE' REPORTS 7
9.2 KEY PILLAR 'ECONOMICS' REPORTS 7
9.3 KEY PILLAR 'VISITATION' REPORTS 7
9.4 KEY PILLAR 'PERFORMANCE' REPORTS 7
9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (SEPTEMBER 2026) 8
9.4.2 MONTHLY PAYMENTS LISTING – SEPTEMBER 2026 11
9.4.3 FINANCIAL MANAGEMENT – DEBT WRITE-OFFS 14
9.4.4 ROADS AND TECHNICAL SERVICES ADVISORY COMMITTEE MEETING MINUTES – 07 OCTOBER 2026 17
9.4.5 NEW COMMUNITY EMERGENCY SERVICES MANAGER – APPOINTMENT AS BUSH FIRE CONTROL OFFICER 20
9.4.6 REQUEST TO WAIVE KEVIN O'HALLORAN MEMORIAL SWIMMING POOL FEES – LOCAL KOJONUP SCHOOLS 24
9.4.7 NEW POLICY 6.2 - SURVEILLANCE DEVICES AND AERIAL IMAGING/DELETION OF POLICY 2.3.7 – CLOSED CIRCUIT TELEVISION (CCTV) OPERATIONS AND RECORDING 27
9.4.8 NEW DELEGATION – REG 001 - SURVEILLANCE DEVICES AND AERIAL IMAGING 31
9.4.9 PURCHASE OF PASSTHROUGH DISHWASHER — BLACK COCKATOO CAFÉ 36
10. APPLICATIONS FOR LEAVE OF ABSENCE 39

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 39
12. QUESTIONS FROM MEMBERS WITHOUT NOTICE 39
13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING 39
14. MEETING CLOSED TO THE PUBLIC 39
14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED 39
14.1.1 HUMAN RESOURCES ORGANISATIONAL STRUCTURE CONSIDERATIONS 41
14.2 PUBLIC READING RESOLUTIONS THAT MAY BE MADE PUBLIC 41
14.2.1 HUMAN RESOURCE ORGANISATIONAL STRUCTURE CONSIDERATIONS 41
15. CLOSURE 41

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.



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 Mathwin	Deputy Shire President
Cr Radford	Councillor
Cr Wieringa	Councillor
Cr Mickle	Councillor
Cr Mitchell	Councillor
Cr Michael	Councillor

STAFF

Grant Thompson	Chief Executive Officer
Jill Johnson	Deputy Chief Executive Officer
Judy Stewart	Governance Officer

3.1 APOLOGIES

Darryn Watkins	Manager Works and Infrastructure

3.2 APPROVED LEAVE OF ABSENCE

4 DECLARATION OF INTEREST

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1.1 LEN NORTH (KODJA PLACE VOLUNTEER) – ELECTRICAL HAZARD/CAMERA INSTALLATION PROJECT

Attachment 5.1.1.1 – Mr Len North – Kodja Place Reserve Hut Cabling correspondence

5.2 PUBLIC QUESTION TIME

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF AN ORDINARY COUNCIL MEETING HELD 29 SEPTEMBER 2026

Unconfirmed Minutes of an Ordinary Council Meeting held 29 September 2026
Attachment 6.1.1 – Minutes of an Ordinary Council Meeting – 29 September 2026 Unconfirmed

OFFICER RECOMMENDATION	
That the Minutes of an Ordinary Council Meeting held 29 September 2026 be confirmed as a true record.	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

7 PRESENTATIONS

7.1 PETITIONS

7.1.1 Barbara Hobbs/Ronice Blair – History Hive

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
9.2 KEY PILLAR 'ECONOMICS' REPORTS
9.3 KEY PILLAR 'VISITATION' REPORTS
9.4 KEY PILLAR 'PERFORMANCE' REPORTS

9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (SEPTEMBER 2026)

REPORTING OFFICER:	Jill Johnson – Deputy Chief Executive Officer
DATE:	Thursday, 22 October 2026
ATTACHMENT(S):	9.4.1.1 – Monthly Financial Statement 1 September 2026 to 30 September 2026

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

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is to note the Monthly Financial Statement for the month ending 30 September 2026.

BACKGROUND

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare a Statement of Financial Activity each month, and to present it to an ordinary meeting of the Council within two (2) months after the end of the reporting period. The Statement of Financial Activity is the primary monthly financial reporting instrument and provides Council with an overview of the Shire of Kojonup's (Shire) financial performance against the adopted budget for the year to date.

COMMENT

The attached Statement of Financial Activity for the period September 2026 represents three (3) months of the 2026/2027 financial year, or 25% of the year elapsed.

The statements are presented in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 and Council Policy 2.1.6. The overall financial position of the Shire remains sound.

The following items are worthy of noting:

- Closing surplus position of $6,883,854. This represents the net position after accounting for all operating revenues and expenditures to date.
- Cash holdings total $6,919 of which $1,127m is held in cash-backed reserve accounts and $5,792m in unrestricted cash.

- Rates debtors outstanding equate to 35% of total rates raised for 2026/2027. This is within an acceptable range for this point in the financial year and is being actively managed. Follow-up action on overdue accounts is ongoing in accordance with the Shire's debt recovery procedures.

- Major budget variations comparing year-to-date (amended) budget to year-to-date actuals are detailed on Page 11 of the statements, in accordance with Council Policy 2.1.6. Council's attention is drawn to any significant variances noted therein; these are explained in the statements and do not represent a cause for concern unless otherwise indicated.

CONSULTATION

Darren Long, DL Consulting

STATUTORY REQUIREMENTS

Regulation 34 (1) requires a local government to prepare a "Statement of Financial Activity" each month, reporting on the sources and applications of funds for the year to date. Regulation 34(4) requires the Statement to be presented to an ordinary meeting of the Council within two (2) months after the end of the month to which it relates. This report satisfies that requirement for the month ending 30 September 2026, with this meeting occurring on 27 October 2026.

POLICY IMPLICATIONS

Council Policy 2.1.6 defines the content of the financial reports.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
16) Financial Sustainability	Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation.	Budget Controls	Cash Flow Budget and reporting to be implemented
RISK RATING:	Adequate		
IMPLICATIONS			
Financial reporting is required to create transparency.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That the monthly financial statements for the period ending 30 September 2026, as attached, be noted.

MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.2 MONTHLY PAYMENTS LISTING – SEPTEMBER 2026

REPORTING OFFICER:	Rachel Egerton-Warburton – Finance Officer (Creditors)
DATE:	Wednesday, 14 October 2026
ATTACHMENT(S):	9.4.2.1 – Monthly Payment Listing - September 2026

'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

PURPOSE OF THIS REPORT

The purpose of this report is to receive the list of payments covering the month of September 2026.

BACKGROUND

Nil

COMMENT

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

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

CONSULTATION

Nil

STATUTORY REQUIREMENTS

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

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

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

All payments are made in line with Council Policy.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
16) Financial Sustainability	Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation.	Budget Controls	Cash Flow Budget and reporting to be implemented
RISK RATING:			
IMPLICATIONS			
A control measure to ensure transparency of financial systems and controls regarding creditor payments.			

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications for this report.

GREAT SOUTHERN 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 September 2026		30 September 2026
Municipal Cheques	14424	$29,930.94
EFTs	38674-38839	$515,877.02
Direct Debits		$442,448.35
Total		$988,256.31

be received.

MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.3 FINANCIAL MANAGEMENT – DEBT WRITE-OFFS

REPORTING OFFICER:	Bree Cavanagh – Finance Officer (Debtors)
DATE:	Monday, 19 October 2026
ATTACHMENT(S):	9.4.3.1 – Debt to be written off – October 2026

'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

PURPOSE OF THIS REPORT

The purpose of this report is for Council to consider the write-off of a debt dating back to February 2024, for an amount of $480.00.

BACKGROUND

During a recent review and reconciliation of the debtor's account, it was identified that several electricity invoices and one rent invoice were missed from being charged to the debtor.

COMMENT

The author has been in discussion with the debtor relating to the outstanding invoices wherein the debtor stated they were not previously aware of the missed invoices until the reconciliation of the account was completed in May 2026 and presented to them.

Citing lack of prior knowledge and invoicing of the outstanding amounts, the debtor has provided a letter requesting the Shire write off rent invoices totalling $480.00 whilst agreeing to pay the three outstanding electricity invoices totalling $179.57.

Supporting documents including the invoices, reconciliation, and letter, are contained in Attachment 9.4.3.1.

It is the opinion of the author that the rent invoice for the amount of $480.00 should be considered for write off as the debtor was not advised of this outstanding amount until a recent reconciliation of the account was completed in May 2026.

CONSULTATION

Chief Executive Officer
Deputy Chief Executive Officer

STATUTORY REQUIREMENTS

Section 6.12(1)(b) of the *Local Government Act 1995* provides that a local government may, by resolution, write off any amount of money.

6.12.Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may —

(a)when adopting the annual budget, grant a discount or other incentive for the early payment of any amount of money; or*

(b)waive or grant concessions in relation to any amount of money; or

(c)write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

(3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

(4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

[Section 6.12 amended: No. 64 of 1998 s. 39.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The write-off of debt amounts $480.00 (debt) will result in a reduction of revenue receivable by the Shire.

The amounts have been reviewed and are not considered to be material to the Shire of Kojonup's overall financial position.

Any budget impact will be managed within existing operational allocations.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
16) Financial Sustainability	Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation.	*Budget Controls*	Cash Flow Budget and reporting to be implemented
RISK RATING:	HIGH		
IMPLICATIONS			
Nil			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION That Council, pursuant to Section 6.12(1)(b) of the *Local Government Act 1995*, writes off debtor charges totalling $480, as presented.	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.4 ROADS AND TECHNICAL SERVICES ADVISORY COMMITTEE MEETING MINUTES – 07 OCTOBER 2026

REPORTING OFFICER:	Judy Stewart – Governance Officer
DATE:	Thursday, 22 October 2026
ATTACHMENT(S):	9.4.4.1 – Roads and Technical Services Advisory Committee Meeting Minutes 07 October 2026 - Unconfirmed

'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 – Be organised and transparent with our financial management.	Increase the regularity and readability of financial reporting to the community.	Act with sound long-term and transparent financial management and deliver residents considered value for money.

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is for Council to receive the unconfirmed minutes of a Roads and Technical Services Advisory Committee (Committee) meeting held on 07 October 2026 and consider the Committee's recommendations arising from that meeting.

BACKGROUND

The Roads and Technical Services Advisory Committee is established under section 5.8 of the *Local Government Act 1995*.

COMMENT

The unconfirmed minutes record that the Committee met on 07 October 2026 and was attended by four member councillors and four supporting staff members.

The Committee confirmed the previous Committee minutes (Attachment 9.4.4.1), considered the Manager of Works and Infrastructure's updated Status Report and presentation (Attachment 9.4.4.2), and made two recommendations for Council consideration.

The Committee resolved to recommend to Council in-principle support for a funding application to re-align Samson Road and to explore the disposal of one grader at its 2026/27

budget review process (recommendations included below).

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Local Government Act 1995 – Part 5, Division 2, Subdivision 2 – Committees and their meetings

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
1. Asset Sustainability	Failure or reduction in service of infrastructure assets, plant, equipment or machinery including fleet, buildings, roads, playgrounds, boat ramps and all other assets during their lifecycle from procurement to disposal.	Routine maintenance schedule, breakdown repairs, asset register, asset replacement schedule	Review and update Long Term Asset Management Plan, Road Plan, P&E Plan
RISK RATING:	High		
IMPLICATIONS			
A Roads and Technical Services Advisory Committee ensures regular risk identification and mitigation opportunities, and ongoing consideration and updating of Council on Works Department matters.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION That the Minutes of a Roads and Technical Services Advisory Committee meeting held 07 October 2026 be received.	
MOTION:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

COMMITTEE RECOMMENDATION That Council supports, in principle, a funding application through the grant process for re-alignment of Samson Road, Kojonup.	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

COMMITTEE RECOMMENDATION That Council explore the process at its 2026/2027 budget review, of disposing of one grader.	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.5 NEW COMMUNITY EMERGENCY SERVICES MANAGER – APPOINTMENT AS BUSH FIRE CONTROL OFFICER

REPORTING OFFICER:	Estelle Lottering – Manager of Regulatory Services
DATE:	Thursday, 22 October 2026
ATTACHMENT(S):	9.4.5.1 - DFES CESM Guidelines approved May 2026 UNDER SEPARATE COVER 9.4.5.2 - Current DFES CESM Memorandum of Understanding – Shires of Katanning and Kojonup

'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

PURPOSE OF THIS REPORT

To advise Council that the new Community Emergency Services Manager (CESM) has commenced and to seek Council appointment of the CESM as a Bush Fire Control Officer (BFCO) under section 38 of the *Bush Fires Act 1954*, consistent with the current CESM Memorandum of Understanding between the Department of Fire and Emergency Services, the Shire of Katanning and the Shire of Kojonup (Shire).

BACKGROUND

The Shire participates in a shared CESM arrangement with the Department of Fire and Emergency Services (DFES) and the Shire of Katanning. The role supports local government emergency management, volunteer fire brigades, preparedness, training, exercises, incident coordination, reporting, and liaison with DFES and other agencies.

Clause 5.2 of the current CESM Memorandum of Understanding states that the Shires will appoint the CESM as a Bush Fire Control Officer in accordance with section 38 of the Bush Fires Act 1954.

The Shire's 2026 Delegation Register was reviewed and adopted by Council on 24 March 2026. The register contains bushfire and emergency-related powers but the review undertaken did not identify a general delegation directly to the CESM position. The CESM should, therefore, operate within the position description, MOU, Council policies, adopted procedures, and any written authority properly issued by the Chief Executive Officer (CEO).

The DFES CESM Guidelines state that a CESM may actively participate in Local Emergency Management Committee meetings and may be appointed as Executive Officer to coordinate

agendas, minutes and follow-up actions. The CESM also commonly supports Bush Fire Advisory Committee business. These committee-support functions do not, by themselves, confer statutory decision-making powers.

COMMENT

A clear separation is required between:
- employment and administrative responsibilities attached to the CESM role;
- participation in advisory committees;
- written authorisations issued by the CEO under existing powers;
- a formal delegation of statutory power; and
- appointment as a Bush Fire Control Officer under the *Bush Fires Act 1954*.

Although the CESM can perform coordination and support functions through the position arrangements, the current CESM Memorandum of Understanding requires each participating Shire to appoint the CESM as a Bush Fire Control Officer. The appointment must be made by Council under section 38 of the *Bush Fires Act 1954*. Before the appointment takes effect, the Shire should confirm that the CESM meets the training and competency requirements in Policy 6.2.

For clarity, the proposed BFCO appointment does not authorise the CESM to issue permits to burn. Any permit authority must be separately considered and recorded in accordance with the *Bush Fires Act 1954*, applicable regulations, Council policy and any local restrictions.

CONSULTATION

Chief Executive Officer
Department of Fire and Emergency Services

STATUTORY REQUIREMENTS

Bush Fires Act 1954
Emergency Management Act 2005
Local Government Act 1995
Local Government (Administration) Regulations 1996
Shire of Kojonup Delegation Register 2026

POLICY IMPLICATIONS

Policy 6.2 - Emergency Services - Bush Fire Control Officer Appointments.
Relevant Bush Fire Advisory Committee and Local Emergency Management Committee terms of reference should be updated if necessary to identify the CESM's advisory or executive-support role

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
2 – Business continuity	Failure to adequately prepare and respond to events that cause disruption to the local community and /or normal business activities.	Community fire and emergency education. Maintain regular communications with agencies and support services. External audits (compliance).	Nil
3 - Compliance	Failure to correctly communicate laws and regulations as a result of an inadequate compliance framework, including new or proposed regulatory and legislative changes and the failure to maintain updated internal and public domain legal documentation. Ineffective polices and processes.		
RISK RATING:	ADEQUATE		
IMPLICATIONS			
The principal risk is role ambiguity, including a person exercising or being perceived to exercise a statutory power without a valid appointment or authorisation. The recommended resolution reduces this risk by formally recording the Community Emergency Services Manager's BFCO appointment and committee-support role, while expressly excluding authority to issue permits to burn unless that authority is separately considered and recorded.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council:

1. Notes that the new Community Emergency Services Manager commenced duties in October 2026.
2. Notes that clause 5.2 of the current Community Emergency Services Manager Memorandum of Understanding between the Department of Fire and Emergency Services, the Shire of Katanning and the Shire of Kojonup provides that the Shires will appoint the Community Emergency Services Manager as a Bush Fire Control Officer in accordance with section 38 of the *Bush Fires Act 1954*.
3. Appoints the Community Emergency Services Manager as a Bush Fire Control Officer for the whole of the Shire of Kojonup under section 38 of the *Bush Fires Act 1954*, subject to confirmation that the officer meets the competency requirements of Shire of Kojonup Policy 6.2 - Emergency Services - Bush Fire Control Officer Appointments.
4. Endorses the Community Emergency Services Manager participating in the Bush Fire Advisory Committee and Local Emergency Management Committee in an advisory and support capacity, subject to the adopted terms of reference for each committee.
5. Endorses the Community Emergency Services Manager undertaking executive support for emergency services committees where requested by the Chief Executive Officer, including preparation of agendas, minutes, action registers and follow-up coordination.
6. Confirms that this appointment does not authorise the Community Emergency Services Manager to issue permits to burn. Any permit authority must be separately considered and recorded in accordance with the *Bush Fires Act 1954*, applicable regulations and Council policy.
7. Requests the Chief Executive Officer to arrange any required notice of the appointment and update the Shire's Bush Fire Control Officer records, emergency contact lists, website, induction records, relevant procedures and administrative registers.

MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.6 REQUEST TO WAIVE KEVIN O'HALLORAN MEMORIAL SWIMMING POOL FEES – LOCAL KOJONUP SCHOOLS

REPORTING OFFICER:	Du-wayne Lottering – Manager Property Services/NRM
DATE:	Thursday, 22 October 2026
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*
Community	Healthy, active and connected community	Support participation in recreation and community wellbeing

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is for Council to consider a request from local schools for all fees associated with school activities conducted at the Kevin O'Halloran Memorial Swimming Pool, to be waived.

BACKGROUND

The Shire of Kojonup has received requests from local schools seeking the waiver of pool entry and hire fees for school-related activities conducted at the Kevin O'Halloran Memorial Swimming Pool.

School use of the pool includes swimming lessons, carnivals, interschool sporting activities, water safety programs and other curriculum-related activities. The pool is a valuable community asset that contributes to the health, wellbeing and water safety skills of local students.

Historically, schools have utilised the facility as part of their educational programs, with applicable fees and charges being imposed in accordance with Council's adopted Fees and Charges Schedule.

COMMENT

Swimming and water safety skills are an important component of education in regional Western Australia. Waiving fees for school activities may encourage greater use of the facility and reduce financial pressure on local schools and families.

The waiver of fees would support educational outcomes and community wellbeing objectives. It may also increase utilisation of the facility during school hours when public

demand is generally lower.

Council should also consider the financial impact of the waiver including the potential loss of revenue and whether the waiver should apply to:

- Schools located within the Shire of Kojonup only;
- All schools using the facility (Broomehill-Tambellup);
- Curriculum-based activities only; or
- All school-related activities, including carnivals and special events.

Council may determine that the community benefit outweighs the loss of revenue generated from these activities.

CONSULTATION

Kevin O'Halloran Memorial Swimming Pool management
Local schools
Chief Executive Officer

STATUTORY REQUIREMENTS

Local Government Act 1995

POLICY IMPLICATIONS

Council's adopted Schedule of Fees and Charges.

FINANCIAL IMPLICATIONS

Should Council support the request, the Shire will forego revenue normally collected from school use of the facility. Council's current Schedule of Fees and Charges lists $3.00 per child and $4 per adult for all school based (Education Department) activity entry fees.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
Financial	Reduced operating revenue	Annual budget monitoring Transparent	Council consideration of waiver
Community	Perceived inequity if waiver not approved	Council decision	Council determination
RISK RATING:	LOW		
IMPLICATIONS			
The primary implication is a reduction in income from school usage. This may be offset by increased community benefit, improved water safety outcomes and stronger engagement with local schools.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council:

1. Waives all fees and charges associated with school activities conducted at the Kevin O'Halloran Memorial Swimming Pool effective from 1 November 2026 for the duration of the 2026/2027 pool season for local Kojonup schools;
2. Applies the fee waiver to all curriculum-based school activities, swimming lessons, swimming carnivals and school sporting events conducted by recognised educational institutions; and
3. Notes that the financial impact of the fee waiver will be accommodated within the adopted operating budget.

MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.7 NEW POLICY 6.2 - SURVEILLANCE DEVICES AND AERIAL IMAGING/DELETION OF POLICY 2.3.7 – CLOSED CIRCUIT TELEVISION (CCTV) OPERATIONS AND RECORDING

REPORTING OFFICER:	Estelle Lottering – Manager Regulatory Services
DATE:	Tuesday, 18 August 2026
ATTACHMENT(S):	9.4.7.1 – Draft Policy 6.2 – Surveillance Devices and Aerial Imaging 9.4.7.2 – Existing Policy 2.3.7 – CCTV Operations and Recording

'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*
12 A High performing council	12.6 SoK asset management	This is the Shire of Kojonup's greater focus on asset and resource performance management.

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is for Council to consider a new Policy 6.2 - Surveillance Devices and Aerial Imaging (Policy) and the consequential deletion of existing Policy 2.3.7 – CCTV Operations and Recording.

BACKGROUND

This report is being re-presented to Council following its deferment at the August 2026 Ordinary Council Meeting.

On 1 July 2026 the *Privacy and Responsible Information Sharing Act 2024 (WA)* commenced operation and applies to local governments. The legislation establishes privacy principles governing collection, use, storage and disclosure of personal information by public sector agencies. Serious data breach notification requirements will commence from 1 January 2027.

Existing Shire of Kojonup (Shire) Policy 2.3.7 deals with CCTV Operations and Recording.

COMMENT

The Shire's existing Policy 2.3.7 is limited to the operation and recording of CCTV and, therefore, no longer encompasses the broad scope of contemporary regulatory operations and legislative requirements relating to surveillance.

Key improvements within the new Policy include (in addition to the use of CCTV systems):

- Drone (RPAS) operations for Regulatory, Environmental Health, Ranger, Firebreaks, Asset Management and Emergency Management Inspections (aerial imaging used for inspections and operational activities);
- Privacy and Responsible Information Sharing (PRIS) obligations;
- Clear controls over collection, access, storage, release and disposal of surveillance information;
- Guidance relating to body worn cameras and dash cameras;
- Improved protection of community privacy;
- Enhanced evidentiary integrity for regulatory investigations; and
- Alignment with current State Records, Freedom of Information and Privacy requirements.

The new Policy provides a consolidated governance framework for all surveillance technologies utilised by the Shire, expanding the scope of surveillance management and ensuring the Shire's practices remain lawful, transparent, accountable and consistent with contemporary local government operations. Staff are provided with clear operational guidance while balancing public safety, compliance monitoring, privacy protection and risk management responsibilities.

Council's adoption of the Policy will provide a modern governance framework supporting ongoing use of surveillance technologies and aerial imaging within the Shire.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

- *Surveillance Devices Act 1998 (WA)*
- *Privacy and Responsible Information Sharing Act 2024 (WA)*
- *Freedom of Information Act 1992 (WA)*
- *State Records Act 2000 (WA)*
- *Local Government Act 1995 (WA)*
- *Work Health and Safety Act 2020 (WA)*
- Civil Aviation Safety Regulations 1998 (Cth)
- Applicable Civil Aviation Safety Authority (CASA) requirements for drone operations.

POLICY IMPLICATIONS

Policy 6.2 Surveillance Devices and Aerial will replace the previous CCTV Operations and Recording policy (Policy 2.3.7) and establish a consolidated framework for surveillance technology and aerial imaging operations undertaken by the Shire.

FINANCIAL IMPLICATIONS

Nil immediate financial implications.

Future operational costs may arise from CCTV, body worn camera, drone equipment, data storage, staff training, software licensing and privacy compliance requirements.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
Statutory and Regulatory Compliance	Failure to adequately govern surveillance technologies may result in privacy breaches, evidentiary issues, reputational harm, regulatory non-compliance or misuse of surveillance information.	Delegated authority. Staff training. Restricted access controls. Recordkeeping Requirements. Privacy and PRIS compliance controls.	Adoption of Policy 6.2. Development of supporting procedures and operational guidance.
RISK RATING:	MODERATE		
IMPLICATIONS			
Failure to adopt a contemporary framework may expose the Shire to privacy breaches, evidentiary challenges, reputational damage, regulatory non-compliance and operational inconsistencies relating to CCTV systems, body worn cameras, dash cameras and drone operations.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION That Council: 1. Adopts Policy 6.2 Surveillance Devices and Aerial Imaging (Policy), as attached (Attachment 9.4.7.1); 2. Authorises the Chief Executive Officer to make minor administrative amendments to the Policy that do not materially alter Council intent; 3. Notes that the Policy reflects the requirements of the *Surveillance Devices Act 1998, Privacy and Responsible Information Sharing Act 2024, Freedom of Information Act 1992, State Records Act 2000* and applicable Civil Aviation Safety Authority requirements; and 4. Deletes Policy 2.37 Closed Circuit Television (CCTV) Operations and Recording, as attached (Attachment 9.4.7.2).	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.8 NEW DELEGATION – REG 001 - SURVEILLANCE DEVICES AND AERIAL IMAGING

REPORTING OFFICER:	Estelle Lottering – Manager Regulatory Services
DATE:	Tuesday, 18 August 2026
ATTACHMENT(S):	9.4.8.1 – Draft Delegation – REG 001 – Surveillance Devices and Aerial Imaging 9.4.7.1 – Draft Policy 6.2 – Surveillance Devices and Aerial Imaging (see Item 9.4.7 Attachment 9.4.7.1)

'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

PURPOSE OF THIS REPORT

The purpose of this report is for Council's consideration of a new delegation *REG 001 - Surveillance Devices and Aerial Imaging,* for inclusion in the Shire of Kojonup Delegation Register.

The proposed delegation will provide a documented authority pathway for the Chief Executive Officer to administer *Policy 6.2 Surveillance Devices and Aerial Imaging* including CCTV operations, body worn cameras, dash cameras, drone/RPAS aerial imaging, access to recordings, release of recordings and management of surveillance records.

BACKGROUND

This report is being re-presented to Council following its deferment at the August 2026 Ordinary Council Meeting.

Council has considered a new policy *Policy 6.2 Surveillance Devices and Aerial Imaging* to provide an overarching governance framework for the Shire's use of surveillance devices and aerial imaging technology.

The new policy addresses:

- CCTV systems and associated recordings;
- Body worn cameras and dash cameras;
- Drone/RPAS aerial imaging to support inspections and lawful Shire functions;
- Access, storage, retention and release of surveillance recordings;
- Freedom of Information, records management, Privacy and Responsible Information Sharing (PRIS) obligations; and
- Risk management and controls relating to surveillance information.

The Shire's adopted 2026 Delegation Register contains existing delegations for appointment of authorised persons, entry onto private land, prosecutions and enforcement, Freedom of Information (FOI) functions, building, fire, ranger and planning functions. However, the current register does not contain a specific delegation for surveillance devices, CCTV footage release, drone imagery, access to surveillance recordings or the operational administration of Policy 6.2.

A dedicated delegation is, therefore, recommended to ensure that the use, access and release of surveillance recordings is appropriately authorised, recorded and managed in accordance with legislation, Shire policy and recordkeeping requirements.

COMMENT

The introduction of Policy 6.2 creates a broader surveillance governance framework covering fixed, temporary and mobile CCTV, body worn cameras, dash cameras and drone/RPAS aerial imaging. Because the Policy involves the creation, access, use and release of recorded information, it is appropriate for Council to provide a clear delegation to the CEO to administer the policy and control related operational decisions.

The proposed delegation does not authorise officers to act outside legislation, warrant powers, statutory entry powers, privacy obligations or Council policy. Rather, it provides a controlled approval pathway for the CEO to implement Council's policy position and, where appropriate, sub-delegate limited operational functions to relevant officers.

The delegation is proposed to be inserted into the Regulatory Services section of the Delegation Register as REG 001, before the existing BLDG 001 delegation. This location reflects that Policy 6.2 supports regulatory services, ranger functions, environmental health, firebreak inspections, asset inspections and compliance activities.

The proposed delegation includes conditions requiring compliance with Policy 6.2, the *Surveillance Devices Act 1998 (WA), the Privacy and Responsible Information Sharing Act 2024 (WA), the Freedom of Information Act 1992 (WA), the State Records Act 2000 (WA),* Civil Aviation Safety Authority requirements for drone operations and other relevant legislation.

The delegation will also require proper recordkeeping including surveillance access registers, footage release records, drone flight logs and evidence or investigation records where relevant. Matters involving significant privacy, legal, community, reputational or media risk are to be escalated to the CEO and may be referred to Council where appropriate.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Relevant legislation includes:

- *Local Government Act 1995 (WA),* section 5.42(1) - delegation of powers and duties to the Chief Executive Officer;

- *Local Government Act 1995 (WA),* section 5.44 - sub-delegation by the Chief Executive Officer;
- *Local Government Act 1995 (WA),* section 5.43 - limits on delegations to the Chief Executive Officer;
- *Surveillance Devices Act 1998 (WA);*
- *Privacy and Responsible Information Sharing Act 2024 (WA);*
- *Freedom of Information Act 1992 (WA);*
- *State Records Act 2000 (WA);*
- *Work Health and Safety Act 2020 (WA);*
- *Civil Aviation Act 1988 (Cth);*
- Civil Aviation Safety Regulations 1998 (Cth), Part 101 and applicable Civil Aviation Safety Authority requirements.

A delegation under section 5.42 of the *Local Government Act 1995* requires an absolute majority decision of Council.

POLICY IMPLICATIONS

Adoption of REG 001 will support implementation of *Policy 6.2 Surveillance Devices and Aerial Imaging* by establishing the CEO as the delegated authority for operational administration of the policy.

The delegation will also support related Shire policies and procedures dealing with recordkeeping, privacy, complaints, regulatory compliance, risk management, CCTV operations, drone operations and evidence management.

FINANCIAL IMPLICATIONS

Nil direct financial implications arising from adoption of the delegation.

Future costs may arise from implementation of Policy 6.2 including surveillance equipment, CCTV infrastructure, drone equipment, data storage, staff training, software licensing, signage or specialist legal/privacy advice.

Any such expenditure will be managed through the annual budget process, existing delegations and procurement requirements.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
Statutory and Regulatory Compliance/ Information Governance	Failure to clearly authorise the administration of surveillance devices, CCTV recordings, drone imagery and release of recordings may result in privacy breaches, evidentiary issues, unlawful disclosure, inconsistent decision-making or reputational damage.	Policy 6.2; REG 001 delegation; authorised officer appointments; FOI decision-making arrangements; secure recordkeeping; access and release registers; privacy and PRIS controls.	Council adoption of REG 001 and inclusion in the Delegation Register. Development and maintenance of operational registers and supporting procedures.
RISK RATING:	MODERATE		
IMPLICATIONS			
If the delegation is not adopted, operational decisions about CCTV access, footage release, drone imagery and surveillance records may be less clearly documented. This may increase legal, privacy, evidentiary and reputational risk, particularly under the PRIS privacy framework, FOI requirements and State Records obligations.			

ASSET MANAGEMENT IMPLICATIONS

Nil direct asset management impact arises from adoption of the delegation itself.
The delegation may support the lawful and controlled use of surveillance systems and aerial imaging for asset inspection, protection, condition monitoring and incident investigation.

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil direct Great Southern VROC implications. The delegation may support consistent local government governance practice in relation to surveillance, privacy, records and regulatory compliance.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council:

5. Adopts the new Instrument of Delegation REG 001 - Surveillance Devices and Aerial Imaging, as presented (Attachment 9.4.8.1).
6. Authorises the Chief Executive Officer to include REG 001 in the Shire of Kojonup Delegation Register under the Regulatory Services section.
7. Notes that the delegation supports the implementation of Policy 6.2 Surveillance Devices and Aerial Imaging.
8. Authorises the Chief Executive Officer to make minor administrative, formatting or cross-referencing amendments to REG 001 prior to publication, provided the amendments do not materially alter the intent or scope of the delegation adopted by Council.

MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

9.4.9 PURCHASE OF PASSTHROUGH DISHWASHER — BLACK COCKATOO CAFÉ

REPORTING OFFICER:	Grant Thompson — Chief Executive Officer
DATE:	Thursday, 22 October 2026
ATTACHMENT(S):	UNDER SEPARATE COVER 9.4.9.1 – Vendor 1 – Quotation 9.4.9.2 – Vendor 1 – Specifications 9.4.9.3 – Vendor 2 – Quotation 9.4.9.4 – M2 Washtech – Specifications 9.4.9.5 – Vednor 3 – Quotation

'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	A High Performing Council	12.6 SOK Asset Management

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is to seek Council approval to purchase an M2 Washtech passthrough dishwasher, complete with chemical pumps, for the Black Cockatoo Café (BCC).

BACKGROUND

The current BCC dishwasher is failing and has come to the end of its useful life; therefore, a new commercial dishwasher is required for the Black Cockatoo Café. An M2 Washtech passthrough dishwasher, complete with chemical pumps, has been identified as appropriate to purpose.

The quoted cost for the unit only, landed in Kojonup, is $10,720.00 inclusive of GST. The recommended supplier has indicated that the unit is expected to be available for delivery upon payment; availability will be reconfirmed if approval is granted.

COMMENT

The Shire sought quotes from many sources; only 3 suitable responses were received. The following table outlines the quote (excluding GST) received for different units:

DISHWASHER Quotes | quote comparison

AUD | Reviewed 22 October 2026 | quoted options across three suppliers

Review criterion	Vendor 1	Vendor 2	Vendor 3
Price excluding GST	**$8,174.00**	**$7,868.00**	**$9,745.45**

After taking into consideration delivery and other costs, the recommended washer is the Washtech M2 and the recommended vendor is Vendor 3. It is a commercial passthrough dishwasher suitable for café operations and includes chemical pumps and washbasin and includes delivery and is a local provider.

Approval will allow the purchase to proceed promptly, subject to confirmation of availability and final supplier documentation.

The quoted amount for Vendor 3 includes the unit landed in Kojonup. Any installation, electrical, plumbing or other ancillary costs are not included and will require confirmation before the order is placed.

CONSULTATION

Black Cockatoo Café representatives and the equipment supplier.
Deputy CEO
Manager Property Services

STATUTORY REQUIREMENTS

The purchase is to be undertaken in accordance with the *Local Government Act 1995*, the Local Government (Functions and General) Regulations 1996, and the Shire's purchasing requirements, as applicable.

POLICY IMPLICATIONS

Policy 2.1.1 – Purchasing and Creditor Control

FINANCIAL IMPLICATIONS

The quoted cost is $10,720.00 inclusive of GST for the dishwasher unit, complete with chemical pumps, landed in Kojonup.

Funding is to be charged to the appropriate Black Cockatoo Café budget account on a self

funded basis, subject to confirmation of sufficient budget provision.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
1) Asset Sustainability	Failure or reduction in service of infrastructure assets, plant, equipment or machinery.	Asset replacement schedule	Review and Update Long Term Asset Management Plan, Road Plan, P&E Plan
RISK RATING:	High		
IMPLICATIONS			
The BCC cannot operate and comply without a commercial dishwasher, the risk being creation of a food safety issue.			

ASSET MANAGEMENT IMPLICATIONS

The dishwasher will be recorded and managed in accordance with the Shire's asset recognition and management requirements, where applicable.

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Approves the purchase of one M2 Washtech passthrough dishwasher, complete with chemical pumps, for the Black Cockatoo Café at a cost of $10,720.00 inclusive of GST, landed in Kojonup; and
2. Authorises the Chief Executive Officer to confirm availability, warranty, final supplier documentation and any ancillary installation requirements before payment and placement of the order.

MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

10. APPLICATIONS FOR LEAVE OF ABSENCE

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

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

14. MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

STATUTORY REQUIREMENT

Section 5.23 of the *Local Government Act 1995* provides as follows: —

Meetings generally open to public

(1) The following are to be open to members of the public —

(a) all council meetings;

(b) all meetings of a committee.

(2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —

(a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;

(b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following —

(i) the termination of employment;

(ii) a review of performance under section 5.38;

(c) a prescribed matter;

(d) a matter that is the subject of a direction given under section 5.23AA(1).

(3) Despite subsection (1), the council or committee must close a meeting to members of the public to the extent necessary to ensure compliance with a requirement (however formulated) —

(a) that is imposed under a written law, excluding this Act and local laws; and

(b) that prohibits or restricts the making public of information.

(4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —

(a) legal advice, or other information, over which the local government holds legal professional privilege;

(b) information relating to the personal affairs of an individual;
(c) information contained in a tender received by the local government for a contract to the extent that the information —
(i) is a tendered price; or
(ii) a tendered methodology for calculating a price;
(d) information contained in a tender received by the local government for a contract to the extent that —
(i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
(ii) the information has not previously been made public; and
(iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests;
(e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;
(f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
(g) prescribed information;
(h) information that is the subject of a direction given under section 5.23AA(2).
(5) For the purpose of deciding whether to close a meeting to members of the public under subsection (4) in relation to any information, the following matters are irrelevant —
(a) whether making the information public would cause embarrassment to any of the following —
(i) the local government;
(ii) the council or a council member;
(iii) a committee of the council or a member of a committee of the council;
(iv) an employee;
(b) whether making the information public would —
(i) cause a loss of confidence in the local government; or
(ii) make the local government susceptible to adverse criticism;
(c) whether the information relates to a matter that is controversial in the district;
(d) a prescribed matter.
(6) Subsection (5) does not prevent other matters from being regarded as irrelevant.
(7) A decision to close a meeting to members of the public under subsection (2), (3) or (4) must be made (including voted on if necessary) at the meeting and while the meeting is open to members of the public.
(8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —
(a) the decision;
(b) the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;
(c) if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable subregulation or paragraph);
(d) if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA(1) or (2) (as the case requires);
(e) an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);
(f) a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);

(g) any prescribed information.
(9) Sections 5.95(3) and 5.96A(2) do not apply to information that is required to be recorded in the minutes of a meeting under subsection (8).

PROCEDURAL MOTION That the meeting proceeds behind closed doors in accordance with Section 5.23 of the *Local Government Act 1995* at _____ pm.	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

14.1.1 HUMAN RESOURCES ORGANISATIONAL STRUCTURE CONSIDERATIONS

PROCEDURAL MOTION That the meeting be reopened to the public at ____ pm.	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

14.2 PUBLIC READING RESOLUTIONS THAT MAY BE MADE PUBLIC

14.2.1 HUMAN RESOURCE ORGANISATIONAL STRUCTURE CONSIDERATIONS

15. CLOSURE

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

Attachments

5.1.1	5.1.1.1	Mr Len North – Kodja Place Reserve Hut Cabling correspondence
6.1	6.1.1	Ordinary Council Meeting Minutes 29 September 2026 – Unconfirmed
9.4.1	9.4.1.1	Monthly Financial Statements 1 September 2026 to 1 September 2026
9.4.2	9.4.2.1	Monthly Payment Listing - September 2026
9.4.3	9.4.3.1	Debt to be written off – October2026
9.4.4	9.4.4.1	Roads and Technical Services Advisory Committee Meeting Minutes 07 October 2026 - Unconfirmed
9.4.5	9.4.5.1	DFES CESM Guidelines approved May 2026
9.4.7	9.4.7.1	Draft Policy 6.2 – Surveillance Devices and Aerial Imaging
	9.4.7.2	Existing Policy 2.3.7 – CCTV Operations and Recording
9.4.8	9.4.8.1	Draft Delegation – REG 001 – Surveillance Devices and Aerial Imaging

UNDER SEPARATE COVER

9.4.5	9.4.5.2	Current DFES CESM Memorandum of Understanding – Shires of Katanning and Kojonup
9.4.9	9.4.9.1	Vendor 1 – Quotation
	9.4.9.2	Model CP500 – Specifications
	9.4.9.3	Vendor 2– Quotations
	9.4.9.4	M2 Washtech – Specifications
	9.4.9.5	Vendor 3 – Quotation

Our Ref: MONARCH 1450346951-3038

Mr Len North
KOJONUP WA 6395

[redacted]

Dear Mr North

KODJA PLACE RESERVE HUT – CABLING HAZARD, RISK REGISTER AND CAMERA INSTALLATION

Thank you for your question to the Council meeting on 29 September 2026 relating to the status of the cabling matter at the Reserve Hut within The Kodja Place building. This letter responds to the question taken on notice and further notes clarification concerning your role in the Perth Observatory camera installation.

Property Services has reviewed the matter and taken action. The cables at the location are data, coaxial and speaker cables carrying extra-low voltage and low power; they are not mains electrical wiring.

Earlier implementation assessed that conduit was not required in the circumstances because the Reserve Hut is located inside the main building and the cables are not exposed to weather or movement. Boards were installed to prevent public access to the gap behind the hut.

The review nevertheless confirmed that protecting the cables from the sharp sheet-metal edges could be improved. BK Thomson Electrical has inspected and since installed flexible conduit and grommets where the cables cross or pass through metal edges, sealed the wall penetrations, and terminated the data and coaxial cables at fixed wall plates.

.../2

.../2

Shire of Kojonup
93-95 Albany Highway, Kojonup WA 6395
Postal address: PO Box 163, Kojonup WA 6395
Telephone: (08) 9831 2400 | Facsimile: (08) 9831 1566 | Email: council@kojonup.wa.gov.au

New panels have also been fitted to close the access gap. Property Services has advised that an open wall cut-out and a loose cable identified during the inspection were also made good. On the Shire's risk scale, the matter was assessed as Medium when originally reported, reflecting the unprotected cables and open public access. The earlier installation of boards reduced the risk to Low. Following the recent inspection and works, the residual risk remains Low, with more durable controls now in place.

The recent work is recorded in an operational risk register for The Kodja Place (asset BLD-002). The proposed treatment is to inspect the conduit and access panels as part of the annual building inspection, with the first review due in October 2027.

Thank you for your interest in the Shire of Kojonup.

Regards



Grant Thompson
Chief Executive Officer

21 October 2026

Shire of Kojonup
93-95 Albany Highway, Kojonup WA 6395
Postal address: PO Box 163, Kojonup WA 6395
Telephone: (08) 9831 2400 | Facsimile: (08) 9831 1566 | Email: council@kojonup.wa.gov.au

SHIRE OF KOJONUP

PUBLIC

MINUTES

Ordinary Council Meeting

29 September 2026

This document is available in other formats on request for people with disability

UNCONFIRMED

MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 29 SEPTEMBER 2026
TABLE OF CONTENTS

Contents

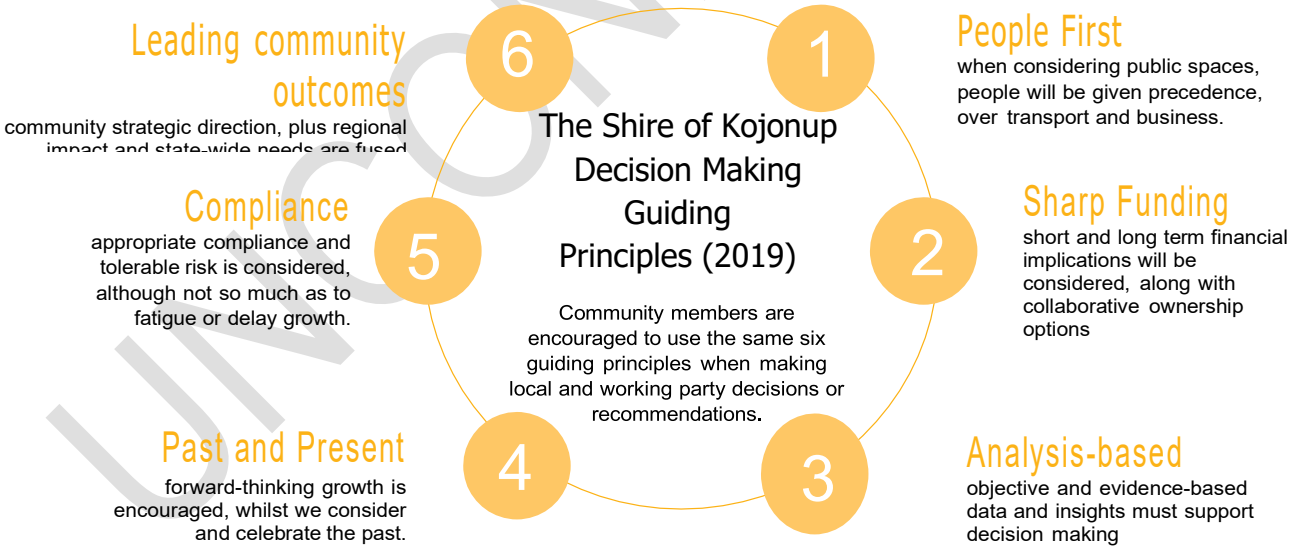
PUBLIC MINUTES 1
1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS 4
2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER 5
3 ATTENDANCE 5
3.1 APOLOGIES 5
3.2 APPROVED LEAVE OF ABSENCE 5
4 DECLARATION OF INTEREST 5
5 PUBLIC QUESTION TIME 5
5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE 5
5.1.1 LEN NORTH – ROAD SIGNAGE AND CULVERT (25 AUGUST 2026) 5
5.2 PUBLIC QUESTION TIME 6
5.2.1 LEN NORTH (KODJA PLACE VOLUNTEER) – ELECTRICAL HAZARD/CAMERA INSTALLATION PROJECT 6
6 CONFIRMATION OF MINUTES 7
6.1 MINUTES OF AN ORDINARY COUNCIL MEETING HELD 25 AUGUST 2026 7
6.2 MINUTES OF A SPECIAL COUNCIL MEETING HELD 15 SEPTEMBER 2026 8
7 PRESENTATIONS 8
7.1 PETITIONS 8
7.2 PRESENTATIONS 8
7.3 DEPUTATIONS 8
7.4 DELEGATES' REPORTS 8
8 METHOD OF DEALING WITH AGENDA BUSINESS 8
9 REPORTS 8
9.1 KEY PILLAR 'LIFESTYLE' REPORTS 8
9.1.1 SHIRE OF KOJONUP LIVEABILITY AND WELLBEING PLAN 2026-2031 9
9.1.2 GREAT SOUTHERN SPORT AND RECREATION GROUP MEETING MINUTES – 06 AUGUST 2026 12
9.2 KEY PILLAR 'ECONOMICS' REPORTS 14
9.3 KEY PILLAR 'VISITATION' REPORTS 14
9.3.1 COMMUNITY MURAL FESTIVAL KOJONUP – EASTER 2027 15
9.4 KEY PILLAR 'PERFORMANCE' REPORTS 18
9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (AUGUST 2026) 19
9.4.2 MONTHLY PAYMENTS LISTING – AUGUST 2026 22
9.4.3 DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER) FUNDING AGREEMENT KOJONUP NON-POTABLE WATER INFRASTRUCTURE AUDIT AND PRIORITY WORKS 25
9.4.4 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES – 22 SEPTEMBER 2026 31
9.4.5 DEVELOPMENT ASSESSMENT PANEL PROCESS - INCOMING COMMUNICATIONS TECHNOLOGY SYSTEM 33
9.4.6 COMPLIANCE AUDIT RETURN 2025 35

UNCONFIRMED

10. APPLICATIONS FOR LEAVE OF ABSENCE 40
11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 40
12. QUESTIONS FROM MEMBERS WITHOUT NOTICE 40
13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING 40
14. MEETING CLOSED TO THE PUBLIC 40
14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED 40
14.1.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES 40
14.2 PUBLIC READING RESOLUTIONS THAT MAY BE MADE PUBLIC 44
14.2.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES 44
15. CLOSURE 44

UNCONFIRMED

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



MINUTES

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

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

Disclaimer
No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.
The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.

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

Acknowledgement of Country

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

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

Prayer

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

The President welcomed Mr Len North to the meeting.

3 ATTENDANCE

COUNCILLORS

Cr Bilney	Shire President
Cr Mathwin	Deputy Shire President
Cr Radford	Councillor
Cr Wieringa	Councillor
Cr Mickle	Councillor
Cr Michael	Councillor

STAFF

Grant Thompson	Chief Executive Officer
Jill Johnson	Deputy Chief Executive Officer
Darryn Watkins	Manager Works and Infrastructure
Judy Stewart	Governance Officer

MEMBERS OF THE PUBLIC

Mr Len North	Kodja Place Volunteer

3.1 APOLOGIES

Cr Mitchell	Councillor

3.2 APPROVED LEAVE OF ABSENCE

4 DECLARATION OF INTEREST

Nil

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1.1 LEN NORTH – ROAD SIGNAGE AND CULVERT (25 AUGUST 2026)

Response:

The Donnybrook-Kojonup Road is under the responsibility of Main Roads Western Australia (MRWA). The signage issues have been reported to MRWA (*confirmation email below*).

The Shire of Kojonup is responsible for the replacement of street name signage only on this road; it does not have the authority to undertake any vegetation pruning within this MRWA managed road reserve.

UNCONFIRMED

The Shire of Kojonup has requested an assessment of signage along this route.

Confirmation email from MRWA:

Dear Darryn Watkins,

Thank you for taking the time to report this issue to us.

This is to confirm that we have assigned the fault on Donnybrook Kojonup Rd to the responsible Main Roads region under report number FR-2026-0025826.

Keeping our road network maintained is important to Main Roads and your notification of a fault has helped us to ensure a safe and efficient road network.

Kind Regards,

Customer Information Centre
Tel: 138 138



Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

5.2 PUBLIC QUESTION TIME

5.2.1 LEN NORTH (KODJA PLACE VOLUNTEER) – ELECTRICAL HAZARD/CAMERA INSTALLATION PROJECT

5.2.1.1. Len North - Kodja Place electrical wiring hazard photograph and camera installation project email

Mr Len North alerted the meeting to an email and attachment sent to Council on 24 September 2026 regarding the status of an electrical hazard at Kodja Place that Mr North had reported on 26 March 2025 and clarification of his role as a volunteer with the Perth Observatory camera installation:

Kojonup Shire Councillors,

- *On the 26th March, 2025 your contractor (CEO) noted my reported electrical hazard report for the Reserve Hut at Kodja Place.*
- *additionally, he added it to a hazard registry for future action. (claimed in an email 26th March 2025 at 15:35.)*

I was an licensed A Grade Electrical Worker for over 50 Years (EW 101831) and chose to not report this public access space infringement expecting that the work issue would be addressed in a timely manner.

UNCONFIRMED

Councillors, please confirm if my trust was honoured in that timely manner or if I need to

1. *add it to a list I am compiling in response to reading Shire of Kojonup, Chief Executive Officer Performance agreement 2026/2027.*
2. *belatedly report the dangerous wiring to Electrical Safety, WA.*

Kind Regards,
Len North

Mr North requested the status of the hazard register.

The Chief Executive Officer (CEO) and President advised that the question will be taken on notice, that the CEO is aware of the hazard and the Manager Property Services will follow this matter up as to the status of this risk.

Mr North also clarified that, as a volunteer, his role was to assist with the Perth Observatory camera installation at Kodja Place; it was not Mr North's pet project.

Mr North requested that his matter be referred to the CEO's Performance Agreement 2026/27, if appropriate.

The President advised that the Audit, Risk and Improvement Committee is looking at the upgrade of internal processes to improve the communication process for people who contact the Shire.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF AN ORDINARY COUNCIL MEETING HELD 25 AUGUST 2026

Unconfirmed Minutes of an Ordinary Council Meeting held 25 August 2026
Attachment 6.1.1 – Minutes of an Ordinary Council Meeting – 25 August 2026 Unconfirmed

OFFICER RECOMMENDATION/COUNCIL MOTION That the Minutes of an Ordinary Council Meeting held 25 August 2026 be confirmed as a true record.	
MOTION #:	122/26
MOVED:	Cr Mickle
SECONDED:	Cr Michael
VOTE:	CARRIED 6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

UNCONFIRMED

6.2 MINUTES OF A SPECIAL COUNCIL MEETING HELD 15 SEPTEMBER 2026

Unconfirmed Minutes of a Special Council Meeting held 15 September 2026

Attachment 6.2.1 – Minutes of a Special Council Meeting – 15 September 2026 Unconfirmed

OFFICER RECOMMENDATION/COUNCIL MOTION That the Minutes of a Special Council Meeting held 15 September 2026 be confirmed as a true record.	
MOTION #:	123/26
MOVED:	Cr Wieringa
SECONDED:	Cr Radford
VOTE:	CARRIED 6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

7 PRESENTATIONS

7.1 PETITIONS

Nil

7.2 PRESENTATIONS

Nil

7.3 DEPUTATIONS

Nil

7.4 DELEGATES' REPORTS

Nil

8 METHOD OF DEALING WITH AGENDA BUSINESS

Nil changes

9 REPORTS

9.1 KEY PILLAR 'LIFESTYLE' REPORTS

UNCONFIRMED

9.1.1 SHIRE OF KOJONUP LIVEABILITY AND WELLBEING PLAN 2026-2031

REPORTING OFFICER:	Paul Clifton – Environmental Health Officer
DATE:	Monday, 14 September 2026
ATTACHMENT(S):	9.1.1.1 – Shire of Kojonup Liveability and Wellbeing Plan 2026-2031

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be *"The Cultural Experience Centre of the Great Southern"* STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	*Community Goal/s*	*Corporate Objective/s*
Lifestyle	1. Proactive Community Spirit.	2.6 Wellbeing advancement

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is for Council to:

1. Adopt the Shire of Kojonup Liveability and Wellbeing Plan 2026–2031
2. Authorise the Chief Executive Officer to make minor administrative updates that:
    a. Do not alter the vision, objectives or strategic directions
    b. Do not create new budget commitments
    c. Improve alignment with State Government priorities, legislation, evidence or funding opportunities

BACKGROUND

In 2016, the *Public Health Act 2016* (the Act) was introduced to provide a modern more flexible and risk-based approach to public health regulation. Part 2, Division 2 stipulates that local governments must initiate, support and manage public health planning for its district.

The Act provides a framework that promotes and manages current and emerging public health risks in WA and acknowledges that the Department of Health and local governments share a statutory responsibility for public health. Part 5 of the Act was mandated on 4 June 2024, requiring the Western Australian Chief Health Officer to publish the State Public Health Plan 2025-2030 by 4 June 2025, with local governments finalising their health plans also by 4 June 2026.

The Shire requested and received an extension for the adoption of a local public health plan to allow for public comment on the draft Shire of Kojonup Liveability and Wellbeing Plan 2026–2031.

The due date for adoption of the Shire of Kojonup Liveability and Wellbeing Plan 2026–2031 is 30 September 2026.

UNCONFIRMED

COMMENT

Local public health plans are required to be consistent with and align to the objectives of the State Public Health Plan whilst responding to local public health risks and emerging issues, for example, vaping.

Public health planning encompasses every aspect of our lives that enables us to thrive. It provides the safeguards, policies and programs designed to protect, maintain, promote, and improve the health of individuals and their communities and to prevent and reduce the incidence of illness and disability. By actively planning for the best public health outcomes, we can support and drive the changes required to ensure our communities remain healthy and resilient. The Plan will also provide an avenue for ongoing communication with the local community.

Public Health Plans are subject to ongoing review and reporting on an annual basis and must be renewed in their entirety every five years. The Draft Shire of Kojonup Liveability and Wellbeing Plan 2026–2031 provides a strategic framework to support the health, safety and wellbeing of the Kojonup community. No comments were received from the community or stakeholders regarding the Shire of Kojonup Liveability and Wellbeing Plan 2026–2031.

CONSULTATION

West Australian Country Health Service
Injury Matters
Community Survey undertaken (Seventy one responses)
Workshop & information session
Local Emergency Management Committee

STATUTORY REQUIREMENTS

Public Health Act 2016, Part 2 Division 2 and Part 5

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Shire of Kojonup Liveability and Wellbeing Plan 2026 – 2031 has objects outlined in the plan that require budget considerations over the five-year period. Budget considerations will be requested annually when applicable.

UNCONFIRMED

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
Compliance	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework.	External Audits	Annual Reporting
RISK RATING:			
IMPLICATIONS			
Failure to prepare and implement a Local Public Health Plan may result in non-compliance with the *Public Health Act 2016* and reduced capacity to identify and respond to local health and wellbeing issues.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL MOTION

That Council:

1. Adopt the Shire of Kojonup Liveability and Wellbeing Plan 2026–2031
2. Authorise the Chief Executive Officer to make minor administrative updates that:
   a. Do not alter the vision, objectives or strategic directions
   b. Do not create new budget commitments
   c. Improve alignment with State Government priorities, legislation, evidence or funding opportunities

MOTION #:	124/26
MOVED:	Cr Mathwin
SECONDED:	Cr Mickle
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

UNCONFIRMED

9.1.2 GREAT SOUTHERN SPORT AND RECREATION GROUP MEETING MINUTES – 06 AUGUST 2026

REPORTING OFFICER:	Judy Stewart – Governance Officer
DATE:	Thursday, 24 September 2026
ATTACHMENT(S):	9.1.2.1 – Great Southern Sport and Recreation Group (GSSRG) meeting minutes – 06 August 2026 – unconfirmed 9.1.2.2 – GSSRG Terms of Reference

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be *"The Cultural Experience Centre of the Great Southern"* STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	*Community Goal/s*	*Corporate Objective/s*
Lifestyle	3. Regional Development	3.5 Sport Collaboration

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is for Council to receive the unconfirmed minutes of a Great Southern Sport and Recreation Group (GSSRG) meeting held on 06 August 2026.

BACKGROUND

The Shire of Kojonup is a participating local government in the GSSRG.

Council is referred to Attachment 9.1.2.2 for the Terms of Reference of the GSSRG.

COMMENT

For Council information.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

UNCONFIRMED

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
Engagement	Failure to maintain effective working relationships with the Community (including Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Advisory Committees/groups	Stakeholder Engagement Plan to be created
RISK RATING:	HIGH		
IMPLICATIONS			
Participation in the GSSRG supports the development, promotion, and implementation of regional sport and recreation projects, programs, and initiatives and lessens the risk of the Shire of Kojonup failing to gain from benefits the GSSRG can bring to the Region.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

UNCONFIRMED

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL MOTION That Council receives the Minutes of a Great Southern Sport and Recreation Group Meeting held 06 August 2026.	
MOTION #:	125/26
MOVED:	Cr Mickle
SECONDED:	Cr Radford
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

9.2 KEY PILLAR 'ECONOMICS' REPORTS

Nil

9.3 KEY PILLAR 'VISITATION' REPORTS

UNCONFIRMED

9.3.1 COMMUNITY MURAL FESTIVAL KOJONUP – EASTER 2027

REPORTING OFFICER:	Jill Watkin, Heritage and Tourism Experience Curator
DATE:	Wednesday, 23 September 2026
ATTACHMENT(S):	9.3.1.1 - Concept Project Budget Mural Festival Easter 2027

'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*
Visitation	8. Experience-Kojonup Occasional Adventures	9.1 Creative-Kojonup Visual Arts

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

To seek approval from Council to progress the concept of a grant funded Community Mural and Street Art Festival (Festival) in Kojonup throughout Easter Weekend 26th-29th March 2027 and to apply for fully funded grant options to fund the Festival.

BACKGROUND

Following the success of the Commemorative Mural celebrating the Memorial Hall Centenary, approaches were made to Mural Nomad by 3 local businesses for quotes to paint personalised murals.

Patrycja Hannagan, owner of Mural Nomad, proposed an approach to create a Community Street Art Festival as being a more efficient and cost-effective method of developing a permanent mural trail whilst increasing visitor numbers and the income they generate, as well as providing work experience opportunities locally and State wide.

Asset (canvas) owners would provide a brief to Council on the paintings' designs and a Shire of Kojonup (Shire) led co-ordination team would liaise with artists, volunteers, art and craft exhibitors and the community.

It is the aim that the project would be 100% grant funded with 5 suitable grant opportunities identified and 2 applications having been submitted to meet September deadlines.

The cost of each mural is approximately $3,500 including paint and materials. Where in-kind match funding is required, it would be met by the hours donated by artists and community volunteers, as well as participating business contributions and alternative sources of funding which do not stipulate a match funded requirement, plus currently funded Shire resources.

The artists are known to Mural Nomad who would curate the final team selected. Patrycja and her deputy would ensure murals are completed to a very high standard.

UNCONFIRMED

COMMENT

A lasting mural trail would be created with minimum Shire upkeep required, building community engagement, involvement and a sense of ownership and pride in Kojonup.

Groups approached to date include Men's Shed, Glenlossie Air B & B, Kojonup Vet Centre, the P & A Society and Kojonup Business Hub who are fully supportive of this project and wish to commission their own mural designs. There would be a 'paint by number' community mural at the show grounds.

This fantastic opportunity would give people a sense of ownership and pride in Kojonup, improve the existing street scape and encourage visitors, who would usually just pass through, to view the trail and support local business. It also represents an occasion for intergenerational participation and the shared ownership of a public space.

The Festival would provide structured regional and local employment skills through shadowing and work experience creating career pathways and networking opportunities. At least 5 muralists would be Western Australia based and we would hope to involve our skilled local Noongar artists should they wish to participate; all hold their own insurance cover.

A visible mural trail would create a lasting destination asset, storytelling, walking tours and a cast iron marketing reason to visit Kojonup, stay, photograph, share and return. This will be accomplished over a period of two weeks rather than several years.

This would be the first time a rural regional street art festival has been held outside the Metropolitan area and initial conversations with potential funders are highly encouraging.

CONSULTATION

Council Briefing Session – 22 September 2026
Preliminary discussions with interested parties - letters of support offered for grant applications
Principal Artist and facilitator engaged

Key Milestones

September: alignment and community meetings — concerns, resources and team identified
October: firm up budget, festival detailed design documented and assets (canvas) confirmed for use
December/January/February – confirm funding arrangements and no-go decision on project

STATUTORY REQUIREMENTS

Public Liability Insurance - All artists carry their own insurance
Work Health Safety Act 2020
Working with Children & Vulnerable Adults Certification

UNCONFIRMED

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Concept Budget (Attachment 9.3.1.1 - Concept Project Budget Mural Festival Easter 2027) is an estimate at this concept stage and would be firmed up as the project progresses.

The current budget demonstrates no cash funding is required from the Shire; however, an In-Kind contribution would be required through current overhead expenditure, i.e. participating Team Members and Shire resources.

If the project was to not attract the adequate amount of cash funding required to fund expenditure, it is expected the project will not progress to execution.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
13) Project Change Management	Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time delays or scope changes.	Project management procedures	Implement formal project management guidelines
RISK RATING:			
IMPLICATIONS			
Asset project concept and design gateways (sign off) are critical to effective execution. Where concepts are not approved disengagement, errors, cost overruns and dissatisfaction can be the consequence.			

ASSET MANAGEMENT IMPLICATIONS

It is expected Shire assets may be chosen to be a canvas for the murals
No material impact
Aesthetically improving the asset

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

UNCONFIRMED

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL MOTION
That Council: 1. Approves the Mural Festival project concept to proceed to the next project gateway - Detailed Design; 2. Directs Shire of Kojonup (Shire) officers to apply for the appropriate grants on the basis the Shire is not required to co-fund the project; 3. Acknowledges that it will be required to contribute 'In-Kind Value' and that all funding decisions will be presented to Council for consideration before proceeding to the execution project stage; and 4. Council has final veto over any Mural Designs that will be created on Assets under its control and ownership.

MOTION #:	126/26
MOVED:	Cr Wieringa
SECONDED:	Cr Michael
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

9.4 KEY PILLAR 'PERFORMANCE' REPORTS

UNCONFIRMED

9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (AUGUST 2026)

REPORTING OFFICER:	Jill Johnson – Deputy Chief Executive Officer
DATE:	Thursday, 17 August 2026
ATTACHMENT(S):	9.4.1.1 – Monthly Financial Statements 1 August 2026 to 31 August 2026

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

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is to note the Monthly Financial Statement for the month ending 31 August 2026.

BACKGROUND

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare a Statement of Financial Activity each month, and to present it to an ordinary meeting of the Council within two (2) months after the end of the reporting period. The Statement of Financial Activity is the primary monthly financial reporting instrument and provides Council with an overview of the Shire's financial performance against the adopted budget for the year to date.

COMMENT

The attached Statement of Financial Activity for the period August 2026 represents two (2) months of the 2026/2027 financial year, or 16% of the year elapsed.

The statements are presented in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 and Council Policy 2.1.6. The overall financial position of the Shire remains sound.

The following items are worthy of noting:

- Closing surplus position of $7,507,910. This represents the net position after accounting for all operating revenues and expenditures to date.
- Cash holdings total $2,749, of which $1,125m is held in cash-backed reserve accounts and $1,624m in unrestricted cash.

UNCONFIRMED

- Rates debtors outstanding equate to 97% of total rates raised for 2026/2027. This is within an acceptable range for this point in the financial year and is being actively managed. Follow-up action on overdue accounts is ongoing in accordance with the Shire's debt recovery procedures.
- Major budget variations comparing year-to-date (amended) budget to year-to-date actuals are detailed on Page 11 of the statements, in accordance with Council Policy 2.1.6. Council's attention is drawn to any significant variances noted therein; these are explained in the statements and do not represent a cause for concern unless otherwise indicated.

CONSULTATION

Darren Long, DL Consulting

STATUTORY REQUIREMENTS

Regulation 34 (1) requires a local government to prepare a "Statement of Financial Activity" each month, reporting on the sources and applications of funds for the year to date. Regulation 34(4) requires the Statement to be presented to an ordinary meeting of the Council within two (2) months after the end of the month to which it relates. This report satisfies that requirement for the month ending 31 August 2026, with the meeting occurring on 29 September 2026.

POLICY IMPLICATIONS

Council Policy 2.1.6 defines the content of the financial reports.

FINANCIAL IMPLICATIONS

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

UNCONFIRMED

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
16) Financial Sustainability	Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation.	Budget Controls	Cash Flow Budget and reporting to be implemented
RISK RATING:	*Adequate*		
IMPLICATIONS			
Financial reporting is required to create transparency.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL MOTION

That the monthly financial statements for the period ending 31 August 2026, as attached, be noted.

MOTION #:	**127/26**
MOVED:	**Cr Mickle**
SECONDED:	**Cr Wieringa**
VOTE:	**6/0**
FOR:	**Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael**
AGAINST:	

UNCONFIRMED

9.4.2 MONTHLY PAYMENTS LISTING – AUGUST 2026

REPORTING OFFICER:	Rachel Egerton-Warburton – Finance Officer (Creditors)
DATE:	Monday, 14 September 2026
ATTACHMENT(S):	9.4.2.1 – Monthly Payment Listing - August 2026

'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

PURPOSE OF THIS REPORT

The purpose of this report is to receive the list of payments covering the month of August 2026.

BACKGROUND

Nil

COMMENT

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

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

CONSULTATION

Nil

STATUTORY REQUIREMENTS

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

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

UNCONFIRMED

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

All payments are made in line with Council Policy.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
16) Financial Sustainability	Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation.	Budget Controls	Cash Flow Budget and reporting to be implemented
RISK RATING:			
IMPLICATIONS			
A control measure to ensure transparency of financial systems and controls regarding creditor payments.			

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications for this report.

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

UNCONFIRMED

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 August 2026		31 August 2026
Municipal Cheques	14423	$267.61
EFTs	38530-38673	$802,193.71
Direct Debits		$457,598.77
Total		$1,260,060.09

be received.

MOTION #:	128/26
MOVED:	Cr Radford
SECONDED:	Cr Wieringa
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

UNCONFIRMED

9.4.3 DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER) FUNDING AGREEMENT KOJONUP NON-POTABLE WATER INFRASTRUCTURE AUDIT AND PRIORITY WORKS

REPORTING OFFICER:	Du-wayne Lottering - Property Services & NRM Manager
DATE:	Monday, 21 September 2026
ATTACHMENT(S):	9.4.3.1 - DWER Shire Funding Agreement Non-Potable Water Infrastructure Audit and Priority Works 9.4.3.2 - Kojonup Non-Potable Water Infrastructure Audit and Priority Works - Project Scope UNDER SEPARATE COVER 9.4.3.3 - Think Water Great Southern Water Infrastructure Audit Quote

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be *"The Cultural Experience Centre of the Great Southern"* STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	*Community Goal/s*	*Corporate Objective/s*
Performance	12. A High Performing Council	12.1 SoK finances and funding 12.6 SoK asset management

DECLARATION OF INTEREST

Nil

PURPOSE OF THIS REPORT

The purpose of this report is for Council to consider the Department of Water and Environmental Regulation (DWER) funding agreement for the Kojonup Non-Potable Water Infrastructure Audit and Priority Works project, authorise execution of the agreement, and approve the associated project expenditure and budget amendment.

BACKGROUND

The DWER has offered the Shire of Kojonup (Shire) funding for the Kojonup Non-Potable Water Infrastructure Audit and Priority Works project.

The project will document the Shire's non-potable water infrastructure used for irrigation and other non-drinking water systems. The audit will identify asset locations and system configuration, assess condition, and provide operating information to support ongoing management and maintenance.

Think Water Great Southern has quoted $24,800 excluding GST for the audit. Deliverables include an interactive network map, an asset condition report and an operations manual. Accommodation and food are not included, travel outside the Great Southern region is charged separately, and the quote is valid for 90 days.

UNCONFIRMED

The Funding Agreement provides $60,000 excluding GST from DWER, comprising $24,800 for the audit and $35,200 for priority works identified through the audit. The Shire contribution is $5,749.86 in-kind. The total project value is $65,749.86 excluding GST.

COMMENT

The audit will provide a baseline record of the Shire's non-potable water systems and reduce reliance on undocumented staff knowledge. The resulting map, condition information and operating instructions can be incorporated into Shire's asset and maintenance records and used to plan renewal and repair work.

The DWER Funding Agreement provides three grant instalments. Instalment 1 is $10,000 following execution of the agreement and completion of Milestone 1. Instalment 2 is $15,000 following completion of Milestone 2. Instalment 3 is $35,000 following final completion and acquittal. As payments are linked to milestone completion, the Shire will need to manage project cash flow and may need to meet some project costs before the corresponding grant instalment is received.

Think Water Great Southern is identified in the approved project scope and Funding Agreement budget to undertake the infrastructure audit for $24,800 excluding GST. DWER has confirmed in writing that it supports the Shire engaging Think Water Great Southern directly for this component. Council is, therefore, being asked to expressly authorise the appointment. Before engagement, the Shire will document the procurement basis, confirm compliance with the applicable provisions of the adopted Purchasing and Creditor Control Policy, complete any required conflict-of-interest declarations, and retain the quotation, DWER approval and Council resolution in the Shire's records.

The remaining $35,200 excluding GST is available for priority works identified through the audit. Any urgent works will first be discussed with DWER and scoped before work starts. Only works approved under the Funding Agreement and by the Shire will proceed. If identified works exceed the available funding, materially change the project scope, or create a significant ongoing cost to the Shire, the matter should return to Council.

CONSULTATION

Department of Water and Environmental Regulation
Think Water Great Southern
Internal consultation with Finance and Corporate Services, Property Services and relevant operational staff

STATUTORY REQUIREMENTS

Local Government Act 1995, section 6.8. Where expenditure is for an additional purpose not included in the adopted annual budget, the expenditure must be authorised in advance by Council resolution, and an absolute majority is required.

Local Government (Financial Management) Regulations 1996. The Shire's financial reporting is to reflect expenditure authorised under section 6.8 and the related budget position.

UNCONFIRMED

Any priority works identified through the audit will also need to comply with any statutory approvals that apply to the particular work before commencement.

POLICY IMPLICATIONS

Council Policy 2.1.1 Purchasing and Creditor Control applies to the procurement of the audit and any priority works. The policy states that the requirements for quotations and purchase orders do not apply to audits. Think Water Great Southern is identified in the project scope and Funding Agreement budget for the audit at $24,800 excluding GST, and DWER has confirmed that the Shire may deal directly with Think Water Great Southern. The engagement should be fully documented in the Shire's records.

Procurement of any priority works identified through the audit will be undertaken separately in accordance with Council Policy 2.1.1, based on the value and nature of the works.

Council Policy 2.3.3 Asset Management applies because the project will improve the Shire's knowledge of the location, condition and operation of infrastructure assets and inform future maintenance and renewal decisions.

Council Policy 2.3.4 Risk Management applies to project delivery, grant compliance, procurement, asset condition and the delivery of any priority works.

FINANCIAL IMPLICATIONS

The project is not included in the adopted 2026/27 budget. DWER will provide grant funding of $60,000 excluding GST for the project. A budget amendment is, therefore, required to recognise $60,000 in grant income and $60,000 in project expenditure.

The project budget comprises $24,800 excluding GST for the Think Water Great Southern infrastructure audit and up to $35,200 excluding GST for priority works identified through the audit. The Shire will also provide an estimated in-kind contribution of $5,749.86 through staff time, accommodation and associated support.

Grant funding is payable in instalments following completion of the milestones set out in the Funding Agreement. The Shire will need to manage the project cash flow and may be required to meet project costs before the relevant grant instalment is received. The Funding Agreement records no separate Shire cash contribution to the project, apart from the timing of project payments and the in-kind contribution.

Any expenditure above the approved project budget or any additional Shire cash contribution would require separate approval.

UNCONFIRMED

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
1 Asset Sustainability Practices Project delivery and grant compliance	Failure to meet funding milestones, manage project cash flow, comply with project scope, or properly procure priority works may delay or reduce grant funding. The audit may also identify urgent works that exceed the available priority works allocation.	Executed funding agreement Milestone tracking Cash flow monitoring Defined project budget Procurement controls DWER liaison Project and financial reporting	Council authority is being sought before expenditure is incurred. The audit scope and quote have been obtained, DWER has confirmed direct engagement with Think Water Great Southern is acceptable, and the Funding Agreement sets the project milestones and funding limits.
RISK RATING:	*Moderate, primarily due to the short Milestone 1 timeframe and the unknown scope of priority works.*		
IMPLICATIONS			
The main project risks are grant compliance, timing, cash flow, procurement of priority works and the possibility that urgent defects identified by the audit may cost more than the available $35,200 allocation. These risks can be managed through prompt execution of the agreement, milestone and cash flow monitoring, clear procurement records, early liaison with DWER and keeping priority works within the approved project budget unless further approval is obtained.			

ASSET MANAGEMENT IMPLICATIONS

The audit will create an improved record of the Shire's non-potable water infrastructure, including asset locations, system configuration, condition information and operating requirements. The information should be incorporated into the Shire's asset records and used to inform future maintenance, renewal planning, budgeting and risk management. Any priority works completed through the project should be recorded against the relevant assets on completion.

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

UNCONFIRMED

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL MOTION

That Council:

1. Accepts grant funding of $60,000 excluding GST from the Department of Water and Environmental Regulation for the Kojonup Non-Potable Water Infrastructure Audit and Priority Works project, subject to terms of the Funding Agreement presented as Attachment 9.4.3.1 - DWER Shire Funding Agreement Non-Potable Water Infrastructure Audit and Priority Works.

2. Authorises the Chief Executive Officer to execute and administer the Funding Agreement, including minor administrative variations that do not increase the Shire's cash contribution, reduce the funding amount, extend the Shire's liability, or materially change the approved project scope.

3. Pursuant to *section 6.8(1)(b) of the Local Government Act 1995*, approves additional expenditure of up to $60,000 excluding GST and amends the 2026/27 budget to recognise $60,000 in grant income and $60,000 in project expenditure.

4. Notes that grant payments are made in instalments following project milestones and the Shire may need to meet project expenditure before the relevant grant instalment is received.

5. Notes the estimated Shire in-kind contribution of $5,749.86 for employee costs, accommodation and associated support.

6. Authorises the Chief Executive Officer to engage Think Water Great Southern for the water infrastructure audit at $24,800 excluding GST, noting Council Policy 2.1.1 exempts audits from quotation and purchase order requirements and DWER supports direct engagement.

7. Authorises the Chief Executive Officer to approve and deliver priority non-potable water infrastructure works identified through the audit up to $35,200 excluding GST, subject to:

a. the works being eligible under the Funding Agreement;
b. written DWER approval being obtained where required;
c. preparation of a documented scope and cost estimate for each work item;
d. procurement being undertaken in accordance with the adopted purchasing policy;
e. all required statutory and landowner approvals being obtained;
f. the works remaining within the approved project budget; and
g. the works not creating a material unbudgeted operating, maintenance or renewal obligation for the Shire.

8. Requires any expenditure above the approved project budget, additional Shire cash contribution or material change to the project scope to be referred to Council.

UNCONFIRMED

MOTION #:	129/26
MOVED:	Cr Mickle
SECONDED:	Cr Mathwin
VOTE:	6/0 by Absolute Majority
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

The Manager Works and Infrastructure left the meeting at 3.37pm and returned to the meeting at 3.38pm.

UNCONFIRMED

9.4.4 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES – 22 SEPTEMBER 2026

REPORTING OFFICER:	Judy Stewart – Governance Officer
DATE:	Thursday, 24 September 2026
ATTACHMENT(S):	9.4.4.1 – Audit, Risk and Improvement Committee meeting minutes – 22 September 2026 – unconfirmed

'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

PURPOSE OF THIS REPORT

The purpose of this report is for Council to receive the unconfirmed minutes of an Audit, Risk and Improvement Committee (Committee) meeting held on 22 September 2026 and consider the Committee's recommendations arising from that meeting.

BACKGROUND

The Audit, Risk & Improvement Committee is established under section 7.1 of the *Local Government Act 1995* to assist and independently advise Council in relation to audit, risk oversight, governance, finances, legislative compliance, systems of internal control and continuous improvement.

COMMENT

The unconfirmed minutes record that the Committee met on 22 September 2026.

The meeting was attended by the Independent Presiding Member, Independent Deputy Presiding Member, three elected member delegates, and the Chief Executive Officer (CEO) and Governance Officer as staff observers.

The Committee confirmed the previous Audit, Risk and Improvement Committee minutes, and discussed the Compliance Audit Return, Interim Management Letter, Bush Fire/Risk Management Framework matters and holding of a bush fire risk assessment session.

The Committee resolved to recommend to Council the submission of the CAR, as presented, and for the CEO to investigate an incoming communications technology system to assist in preventing undetected and unactioned incoming communications.

The next Committee meeting is scheduled for Wednesday, 02 December 2026 at 9:00am.

UNCONFIRMED

CONSULTATION

Audit, Risk & Improvement Committee
Shire Officers

STATUTORY REQUIREMENTS

Local Government Act 1995 – s. 7.1
Local Government (Audit) Regulations 1996 (as amended by the Local Government Regulations Amendment Regulations [No. 4] 2025) – r. 14 and r. 15

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
Compliance	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework.	ARIC oversight; external audit; CEO financial management review; risk register reporting; policy and procedure framework; quarterly monitoring of remediation progress.	ARIC Compliance Audit Return
RISK RATING:	HIGH		
IMPLICATIONS			
The 22 September 2026 ARIC meeting minutes provide a recommendation to Council to adopt a Compliance Audit Return for submission to the LGI. The CAR itemises the Shire's undertaking of various statutory requirements and identifies areas needing improvement, thus mitigating compliance risk.			

ASSET MANAGEMENT IMPLICATIONS

Nil

UNCONFIRMED

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION That Council receives the Minutes of an Audit, Risk and Improvement Committee Meeting held 15 September 2026.	
MOTION #:	130/26
MOVED:	Cr Mathwin
SECONDED:	Cr Radford
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

9.4.5 DEVELOPMENT ASSESSMENT PANEL PROCESS - INCOMING COMMUNICATIONS TECHNOLOGY SYSTEM

AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION That the Council direct the Chief Executive Officer investigate a model that combines automation of human review, reconciliation and quality assurance so that an automation failure cannot itself remain undetected in relation to incoming communications.	
MOTION #:	
MOVED:	
SECONDED:	
VOTE:	
FOR:	
AGAINST:	

UNCONFIRMED

COUNCIL MOTION That the Council direct the Chief Executive Officer investigate a model that combines automation of human review, reconciliation and quality assurance so that an automation failure cannot itself remain undetected in relation to incoming communications.	
MOTION #:	131/26
MOVED:	Cr Mathwin
SECONDED:	Cr Mickle
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	
REASON FOR CHANGE TO OFFICER RECOMMENDATION:	To include the wording '*the Council direct*'.

UNCONFIRMED

9.4.6 COMPLIANCE AUDIT RETURN 2025

REPORTING OFFICER:	Judy Stewart – Governance Officer
DATE:	Wednesday, 09 September 2026
ATTACHMENT(S):	9.4.6.1 – Compliance Audit Return 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

PURPOSE OF THIS REPORT

The purpose of this report is for the Audit, Risk and Improvement Committee (ARIC) to consider the Shire of Kojonup's (Shire) Compliance Audit Return (CAR) for the period 1 January 2025 to 31 December 2025 and make a recommendation to Council for submission of the CAR to the Local Government Inspectorate.

BACKGROUND

Completion (by the local government administration) of the CAR is mandatory for each local government in Western Australia and represents an annual (calendar year) self-assessment, as required under regulation 14 of the Local Government (Audit) Regulations 1996, for review and recommendation by Council's ARIC and subsequent consideration and adoption by Council.

COMMENT

In previous years a local government's CAR has been due for submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March of the year following the audit period. The current CAR (2025) submission represents an exception to the 31 March deadline due to the introduction of the Local Government Inspectorate (LGI) and a number of changes to statutory requirements for which the compliance audit is needed. Due to the change in reporting requirements, including from DLGSC to the LGI and the formation of a new portal for submission of the CAR following Council adoption, the deadline for submission of the 2025 CAR was extended to 30 September 2026.

UNCONFIRMED

The new CAR format categorises questions by instruments of legislation (rather than by operational areas as has previously occurred):

- *Local Government Act 1995*
- Local Government (Administration) Regulations 1996
- Local Government (Audit) Regulations 1996
- Local Government (Constitution) Regulations 1998
- Local Government (Elections) Regulations 1997
- Local Government (Financial Management) Regulations 1996
- Local Government (Functions and General) Regulations 1996

Responses are provided for each of the above instruments of legislation (as detailed in Attachment 9.1.1).

The 2025 CAR has identified the following areas where action/improvement is required and have been/will be addressed:
Local Government Act 1995 -

- Review of Health Local Law prior to December 2026 (s. 3.16)
- Keeping written records when all delegated powers or duties have been used (s. 5.46)
- Forwarding of Auditor's Report (Report) to Minister within three months of it being received by the Shire/publishing a copy of the Report on the Shire website within 14 days of giving the Report to the Minister (s. 7.12A (4) (b))

Local Government (Administration Regulations) 1996 –

- Review of Corporate Business Plan (r. 19DA)

The ARIC is referred to the completed annual Compliance Audit Return for the audit period 1 January 2025 to 31 December 2025. Subject to and following Council's subsequent formal acceptance, the CAR will be lodged with the LGI by 30 September 2026.

CONSULTATION

Grant Thompson - Chief Executive Officer
Jill Johnson – Deputy Chief Executive Officer
Darryn Watkins – Manager Works and Infrastructure
Estelle Lottering – Manager Regulatory Services

STATUTORY REQUIREMENTS

The Council is obliged to complete and submit the CAR in accordance with the *Local Government Act 1995* and the Local Government (Audit) Regulations 1996 (as amended by the Local Government Regulations Amendment Regulations [No.4] 2025):

14. Compliance audits

(1) A local government must carry out an audit (a compliance audit) of the local government's compliance with the statutory requirements prescribed by regulation 13 for the period beginning on 1 January and ending on 31 December in each year.

(2) After a local government has carried out a compliance audit, the CEO must —

(a) prepare a compliance audit return in a form approved by the Inspector;

UNCONFIRMED

and

(b) give a copy of the compliance audit return to the local government's audit, risk and improvement committee.

(3) The audit, risk and improvement committee must —

(a) review the compliance audit return; and

(b) report to the council the results of that review.

(4) When reporting to the council, the audit, risk and improvement committee must make any recommendations that the committee considers appropriate in relation to the compliance audit return.

(5) The council must consider the compliance audit return and the results of the audit, risk and improvement committee's review (including any recommendations) at a meeting of the council.

(6) The council must —

(a) determine if any matters raised by the audit, risk and improvement committee require action to be taken by the local government; and

(b) either —

(i) adopt the compliance audit return; or

(ii) adopt the compliance audit return subject to amendments proposed by the council.

15. Signed compliance audit return and other information must be given to Inspector

(1) After a compliance audit return has been adopted by the council under regulation 14(6)(b), the local government must give the following information to the Inspector —

(a) a copy of the compliance audit return (or amended compliance audit return, if applicable), signed by the mayor or president and by the CEO;

(b) any recommendations made under regulation 14(4) after the audit, risk and improvement committee has reviewed the compliance audit return;

(c) a copy of the relevant section of the minutes of the meeting at which the compliance audit return was adopted by the council;

(d) any additional information explaining or qualifying the compliance audit.

(2) The information must be given to the Inspector no later than 31 March next following the period to which the return relates.

(3) The Inspector may extend the 31 March deadline.

16. Functions of audit, risk and improvement committee

An audit, risk and improvement committee has the following functions —

(a) to receive and review reports on, and recommend to the council actions to be taken in relation to —

(i) audits under Part 7 of the Act; and

(ii) compliance audits; and

(iii) reviews under regulation 17;

POLICY IMPLICATIONS

Nil

UNCONFIRMED

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	**Risk Description/Cause**	**Key Control**	**Current Action**
3) Compliance	Failure to correctly respond to laws and regulations	Audit, Risk and Improvement Committee, Staff training, External audits (compliance)	Internal audits, Data collection
RISK RATING:	High		
IMPLICATIONS			
Should Council not adopt a Compliance Audit Return following recommendation by the Audit, Risk and Improvement Committee, Council will be in breach of its statutory obligation. Accordingly, the risk would be High.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

UNCONFIRMED

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION/COUNCIL MOTION

That:

- the Compliance Audit Return 2025 (CAR), as per Attachment 9.4.6.1 – Compliance Audit Return 2025, and any other relevant information if applicable, be adopted; and
- Council authorises the President and Chief Executive Officer to certify the CAR and cause it to be submitted to the Local Government Inspectorate by 30 September 2026 accompanied by the relevant section of Council meeting minutes wherein the CAR has been adopted and any other relevant information if applicable; and
- Council notes the three improvement areas and requirement for a Health Local Law review, as follows, and instructs the Chief Executive Officer to action these improvements:

  Local Government Act 1995 -
  - Review of Health Local Law prior to December 2026 (s. 3.16)
  - Keeping written records when all delegated powers or duties have been used (s. 5.46)
  - Forwarding of Auditor's Report (Report) to Minister within three months of it being received by the Shire/publishing a copy of the Report on the Shire website within 14 days of giving the Report to the Minister (s. 7.12A (4) (b))

  Local Government (Administration Regulations) 1996 –
  - Review of Corporate Business Plan (r. 19DA)

MOTION #:	132/26
MOVED:	Cr Michael
SECONDED:	Cr Wieringa
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

UNCONFIRMED

10. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

Nil

14. MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.1.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES

STATUTORY REQUIREMENT

Section 5.23 of the *Local Government Act 1995* provides as follows: —

Meetings generally open to public

(1) The following are to be open to members of the public —

(a) all council meetings;

(b) all meetings of a committee.

(2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —

(a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;

(b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following —

(i) the termination of employment;

(ii) a review of performance under section 5.38;

(c) a prescribed matter;

(d) a matter that is the subject of a direction given under section 5.23AA(1).

(3) Despite subsection (1), the council or committee must close a meeting to members of the public to the extent necessary to ensure compliance with a requirement (however formulated) —

(a) that is imposed under a written law, excluding this Act and local laws; and

(b) that prohibits or restricts the making public of information.

(4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —

UNCONFIRMED

(a) legal advice, or other information, over which the local government holds legal professional privilege;
(b) information relating to the personal affairs of an individual;
(c) information contained in a tender received by the local government for a contract to the extent that the information —
(i) is a tendered price; or
(ii) a tendered methodology for calculating a price;
(d) information contained in a tender received by the local government for a contract to the extent that —
(i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
(ii) the information has not previously been made public; and
(iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests;
(e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;
(f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
(g) prescribed information;
(h) information that is the subject of a direction given under section 5.23AA(2).
(5) For the purpose of deciding whether to close a meeting to members of the public under subsection (4) in relation to any information, the following matters are irrelevant —
(a) whether making the information public would cause embarrassment to any of the following —
(i) the local government;
(ii) the council or a council member;
(iii) a committee of the council or a member of a committee of the council;
(iv) an employee;
(b) whether making the information public would —
(i) cause a loss of confidence in the local government; or
(ii) make the local government susceptible to adverse criticism;
(c) whether the information relates to a matter that is controversial in the district;
(d) a prescribed matter.
(6) Subsection (5) does not prevent other matters from being regarded as irrelevant.
(7) A decision to close a meeting to members of the public under subsection (2), (3) or (4) must be made (including voted on if necessary) at the meeting and while the meeting is open to members of the public.
(8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —
(a) the decision;
(b) the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;
(c) if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable subregulation or paragraph);
(d) if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA(1) or (2) (as the case requires);
(e) an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);

UNCONFIRMED

(f) a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);
(g) any prescribed information.
(9) Sections 5.95(3) and 5.96A(2) do not apply to information that is required to be recorded in the minutes of a meeting under subsection (8).

PROCEDURAL MOTION That the meeting proceeds behind closed doors in accordance with Section 5.23 of the *Local Government Act 1995* at 3.54pm.	
MOTION #:	133/26
MOVED:	Cr Mickle
SECONDED:	Cr Radford
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

Len North, Dwayne Lottering, and Darryn Watkins left the meeting at 3.54pm.

The Manager Works and Infrastructure re-entered the meeting at 3.57pm.

UNCONFIRMED

PROCEDURAL MOTION That the meeting be reopened to the public at 4.03pm.	
MOTION #:	135/26
MOVED:	Cr Mickle
SECONDED:	Cr Michael
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

PROCEDURAL MOTION That Standing Orders be suspended at 4.08pm to clarify whether Council makes public the Council Motion dealing with Item 14.1.1.	
MOTION #:	136/26
MOVED:	Cr Bilney
SECONDED:	Cr Mathwin
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

PROCEDURAL MOTION That Council resumes Standing Orders at 4.21pm.	
MOTION #:	137/26
MOVED:	Cr Bilney
SECONDED:	Cr Michael
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

UNCONFIRMED

14.2 PUBLIC READING RESOLUTIONS THAT MAY BE MADE PUBLIC

14.2.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES

OFFICER RECOMMENDATION/COUNCIL MOTION

That Council approves the quotation from WA Sprayseal Pty Ltd excluding GST for the provision of bitumen sealing services for the 2026 – 2027 period.

MOTION #:	134/26
MOVED:	Cr Radford
SECONDED:	Cr Mathwin
VOTE:	6/0
FOR:	Cr Bilney, Cr Mathwin, Cr Radford, Cr Wieringa, Cr Mickle, Cr Michael
AGAINST:	

15. CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 4.22pm.

UNCONFIRMED

Attachments

5.2.1	5.2.1.1	Len North - Kodja Place electrical wiring hazard photograph and camera installation project email
6.1	6.1.1	Ordinary Council Meeting Minutes 25 August 2026 – unconfirmed
6.2	6.2.1	Special Council Meeting Minutes 15 September 2026 – unconfirmed
9.1.1	9.1.1.1	Liveability and Wellbeing Plan 2026-2031
9.1.2	9.1.2.1	GSSRG Meeting Minutes 06 August 2026 – unconfirmed
	9.1.2.2	Terms of Reference - Great Southern Sport and Recreation Group - August 2025
9.3.1	9.3.1.1	Concept Project Budget Mural Festival Easter 2027
9.4.1	9.4.1.1	Monthly Financial Report – 31 August 2026
9.4.2	9.4.2.1	Monthly Payment Listing – August 2026
9.4.3	9.4.3.1	DWER Shire Funding Agreement – Non-Potable Water Infrastructure Audit and Priority Works
	9.4.3.2	Kojonup Non-Potable Water Infrastructure Audit and Priority Works – Project Scope
9.4.4	9.4.4.1	Audit, Risk and Improvement Committee meeting minutes – 22 September 2026 – unconfirmed
9.4.6	9.4.6.1	Compliance Audit Return 2025

UNDER SEPARATE COVER

9.4.3	9.4.3.3	Think Water Great Southern – Water Infrastructure Audit

UNCONFIRMED

MONTHLY FINANCIAL REPORT

30 SEPTEMBER 2026

TABLE OF CONTENTS

	Page
Basis of Preparation	2
Executive Summary	3-4
Key Terms and Descriptions - Reporting Functions/Programs	5
Statement of Comprehensive Income - by Function/Program	6
Key Terms and Descriptions - Nature & Type	7
Statement of Comprehensive Income - by Nature & Type	8
Statement of Financial Activity by Nature & Type	9
Statement of Financial Activity by Function/Program	10
Net Current Position	11
Variance Report	12-13
Statement of Financial Position	14
Progress of the Capital Program / Smart Implementation	15
Statement of Capital Grants & Contract Liabilities	16
Reserve Accounts	17
Rates & Sundry Receivables	18
Loans	19
Major Business Unit Details	20
Detailed Operating & Non-Operating Accounts	21-74

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 SEPTEMBER 2026
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.

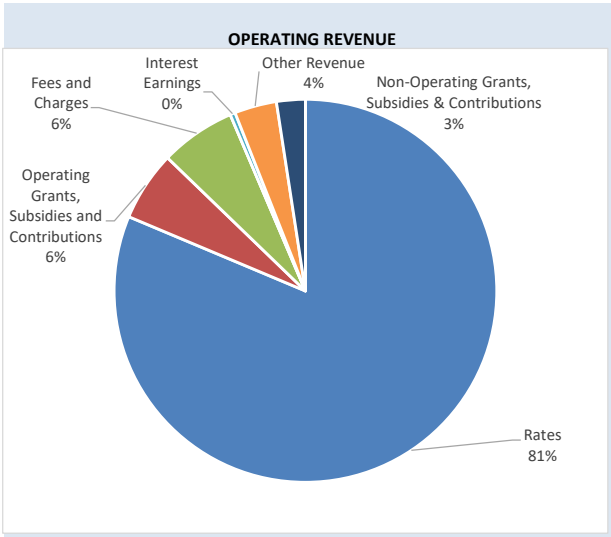
SIGNIFICANT ACCOUNTING POLICES

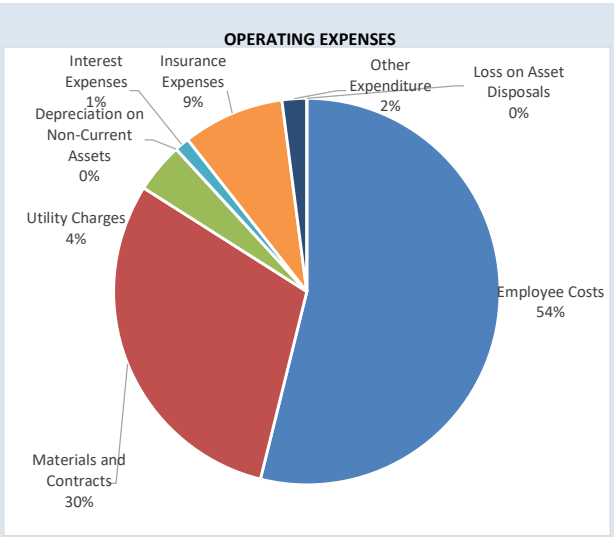
GOODS AND SERVICES TAX
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable 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.

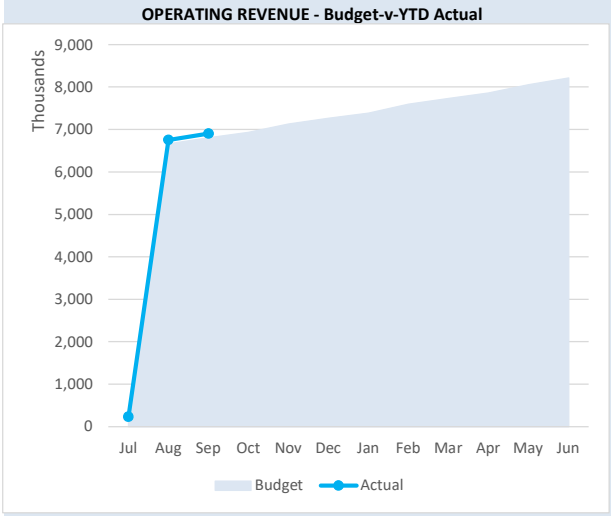
CRITICAL ACCOUNTING ESTIMATES
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates 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.

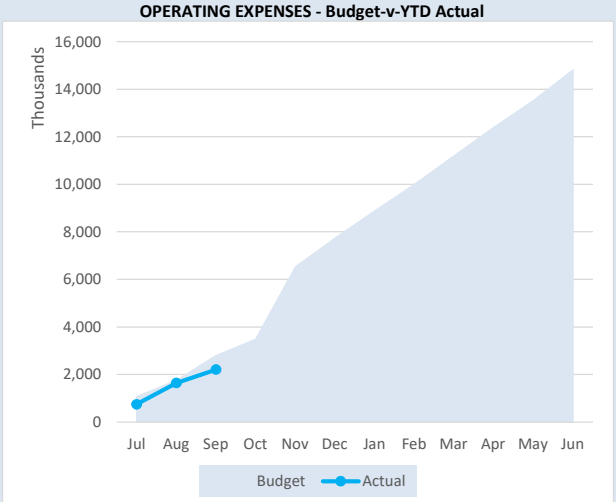
ROUNDING OFF FIGURES
All figures shown in this statement are rounded to the nearest dollar.

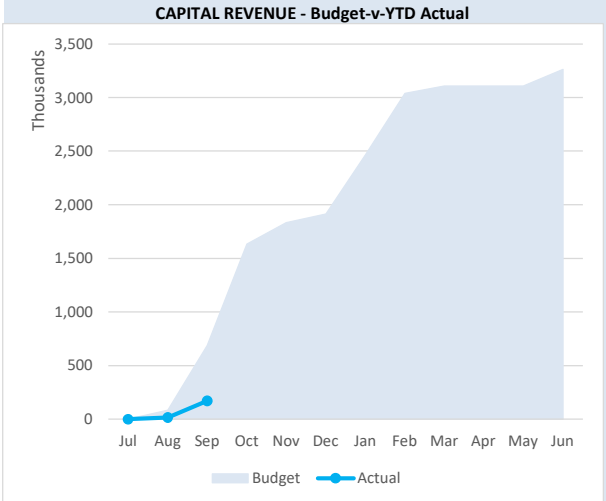
SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

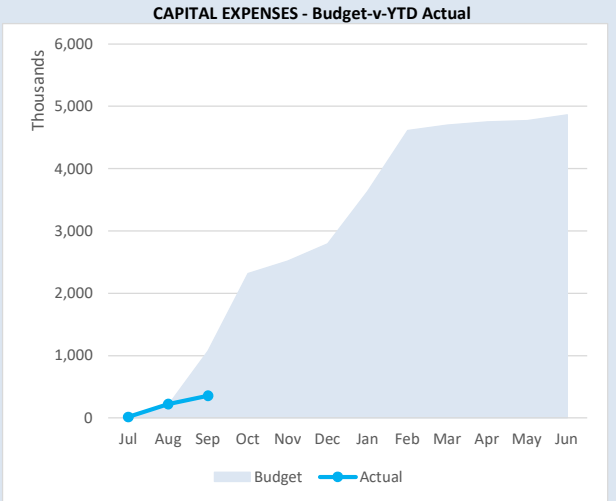




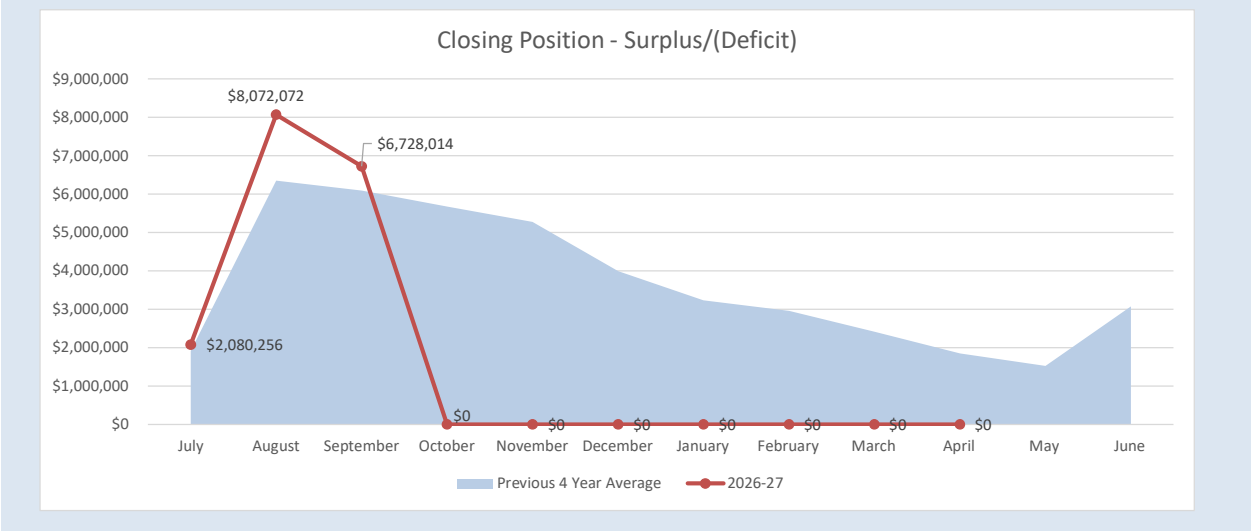








SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 30 SEPTEMBER 2026



SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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 BY FUNCTION/PROGRAM
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

	2026-2027 ANNUAL BUDGET	2026-2027 YTD BUDGET	2026-2027 YTD ACTUAL	VARIANCE
EXPENDITURE (Exluding Finance Costs)	**$**	**$**	**$**	
General Purpose Funding	(125,728)	(19,579)	(16,075)	-18%
Governance	(1,241,714)	(415,826)	(281,708)	-32%
Law, Order, Public Safety	(460,860)	(150,954)	(89,088)	-41%
Education and Welfare	(51,721)	(11,101)	(5,403)	-51%
Health	(410,430)	(96,811)	(87,099)	-10%
Housing	(496,307)	(77,114)	(61,042)	-21%
Community Amenities	(972,316)	(283,121)	(191,932)	-32%
Recreation and Culture	(1,643,887)	(328,089)	(200,254)	-39%
Transport	(7,373,112)	(840,169)	(864,623)	3%
Economic Services	(1,887,003)	(476,053)	(429,580)	-10%
Other Property and Services	(38,665)	(65,500)	40,623	-162%
Operating Expenses	(14,701,743)	(2,764,317)	(2,186,180)	
REVENUE				
General Purpose Funding	6,015,313	5,826,912	5,856,614	1%
Governance	46,500	12,545	14,246	14%
Law, Order, Public Safety	89,407	22,352	25,093	12%
Education and Welfare	19,836	625	944	51%
Health	2,845	711	133	-81%
Housing	367,388	91,843	98,314	7%
Community Amenities	341,152	318,427	325,893	2%
Recreation and Culture	89,675	13,418	53,759	301%
Transport	268,716	268,716	279,420	4%
Economic Services	946,105	236,517	229,143	-3%
Other Property & Services	28,364	7,091	16,223	129%
Operating Revenue	8,215,301	6,799,156	6,899,783	
Sub-total	**(6,486,442)**	**4,034,840**	**4,713,603**	
FINANCE COSTS (INTEREST)				
Law & Order	(13,058)	(8,675)	0	-100%
Health	(1,490)	(764)	(765)	0%
Housing	(28,069)	(9,239)	(8,972)	-3%
Recreation & Culture	(58,937)	(16,857)	(16,857)	0%
Transport	(1,405)	(723)	(723)	0%
Economic Services	(9,402)	0	0	0%
Total Finance Costs	(112,361)	(36,258)	(27,316)	
NON-OPERATING REVENUE				
Transport	3,060,143	688,000	171,678	-75%
Total Non-Operating Revenue	3,060,143	688,000	171,678	
PROFIT/(LOSS) ON SALE OF ASSETS				
Governance Profit	0		0	0%
Total Profit/(Loss)	0	0	0	
NET RESULT	**(3,538,660)**	**4,686,582**	**4,857,964**	
Other Comprehensive Income				
Changes on revaluation of non-current assets	0	0	0	
Total Other Comprehensive Income	0	0	0	
			0	
TOTAL COMPREHENSIVE INCOME	**(3,538,660)**	**4,686,582**	**4,857,964**	

"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 SEPTEMBER 2026

	2026-2027 ANNUAL BUDGET	2026-2027 YTD BUDGET	2026-2027 YTD ACTUAL	VARIANCE
Expenses				
Employee Costs	(4,746,643)	(1,352,773)	(1,192,182)	-12%
Materials and Contracts	(3,380,479)	(944,726)	(667,147)	-29%
Utility Charges	(375,865)	(93,556)	(92,529)	-1%
Depreciation on Non-Current Assets	(5,601,650)	0	0	0%
Interest Expenses	(112,361)	(36,258)	(27,316)	-25%
Insurance Expenses	(314,890)	(307,880)	(188,700)	-39%
Other Expenditure	(282,215)	(65,381)	(45,622)	-30%
Operating Expenses	(14,814,103)	(2,800,575)	(2,213,496)	
Revenue				
Rates	5,751,774	5,751,779	5,751,540	0%
Operating Grants, Subsidies and Contributions	613,717	342,382	416,280	22%
Fees and Charges	844,330	447,614	449,509	0%
Service Charges	0	0	0	0%
Interest Earnings	55,500	21,225	30,237	42%
Other Revenue	949,980	236,156	252,217	7%
Operating Revenue	8,215,301	6,799,156	6,899,783	
Sub-total	**(6,598,802)**	**3,998,582**	**4,686,286**	
Non-Operating Grants, Subsidies & Contributions	3,060,143	688,000	171,678	-75%
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0	0	0%
Profit on Asset Disposals	0	0	0	0%
Loss on Asset Disposals	0	0	0	0%
Non-Operating Revenue	3,060,143	688,000	171,678	
Net Result	**(3,538,659)**	**4,686,582**	**4,857,964**	
Other Comprehensive Income				
Changes on revaluation of non-current assets	0	0	0	
Total Other Comprehensive Income	0	0	0	
TOTAL COMPREHENSIVE INCOME	**(3,538,659)**	**4,686,582**	**4,857,964**	

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL ACTIVITY BY NATURE/TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

	2026-2027 ANNUAL BUDGET	2026-2027 YTD BUDGET (a)	2026-2027 YTD ACTUAL (b)	MATERIAL $ (b)-(a)	MATERIAL % (b)-(a)/(a)	VAR
OPERATING REVENUE	**$**	**$**	**$**			
Rates	5,751,774	5,751,779	5,751,540	Within Threshold	Within Threshold	
Operating Grants and Subsidies	613,717	342,382	416,280	73,898	21.58%	▲
Fees and Charges	844,330	447,614	449,509	Within Threshold	Within Threshold	
Interest Earnings	55,500	21,225	30,237	Within Threshold	42.46%	
Profit on Asset Disposal	0	0	0	Within Threshold	0.00%	
Other Revenue	949,980	236,156	252,217	16,061	Within Threshold	
	8,215,301	**6,799,156**	**6,899,783**			
LESS OPERATING EXPENDITURE						
Employee Costs	(4,746,643)	(1,352,773)	(1,192,182)	160,591	(11.87%)	▲
Materials & Contracts	(3,380,480)	(944,726)	(667,147)	277,579	29.38%	▲
Utilities	(375,865)	(93,556)	(92,529)	Within Threshold	Within Threshold	
Depreciation on Non-Current Assets	(5,601,650)	0	0	Within Threshold	0.00%	
Interest Expense	(112,361)	(36,258)	(27,316)	Within Threshold	24.66%	
Insurances	(314,890)	(307,880)	(188,700)	119,180	(38.71%)	▲
Loss on Asset Disposal	0	0	0	Within Threshold	0.00%	
Other Expenditure	(282,215)	(65,381)	(45,622)	19,759	(30.22%)	▲
	(14,814,104)	**(2,800,576)**	**(2,213,496)**			
Amount Attributable to Operating Activities	**(6,598,803)**	**3,998,582**	**4,686,287**			
ITEMS EXCLUDED FROM OPERATING ACTIVITIES						
Profit on the disposal of assets	0	0	0	Within Threshold	0.00%	
Loss on the disposal of assets	0	0	0	Within Threshold	0.00%	
Depreciation Written Back	5,601,650	0	0	Within Threshold	0.00%	
Total Items Excluded	**5,602,150**	**0**	**0**			
Net Amount Attributable to Operating Activities	**(996,653)**	**3,998,582**	**4,686,287**			
INVESTING ACTIVITIES					0.00%	
Outflows from investing activities						
Land Held for Resale	(30,000)	0	(5,753)	Within Threshold	0.00%	
Purchase Buildings	(50,150)	0	(45,020)	(45,020)	0.00%	
Purchase Plant and Equipment	(193,500)	0	0	Within Threshold	0.00%	
Purchase Furniture and Equipment	(155,000)	(17,221)	(244)	16,976	98.58%	
Infrastructure Assets - Roads	(3,812,782)	(898,000)	(331,483)	566,517	63.09%	
Infrastructure Assets - Parks & Ovals	(38,500)	0	0	Within Threshold	0.00%	
Infrastructure Assets - Other	(60,000)	0	(840)	Within Threshold	0.00%	
Inflows from investing activities						
Proceeds from Sale of Assets	47,000	0	0	Within Threshold	0.00%	
Contributions for the Development of Assets	3,060,143	688,000	171,678	(516,322)	(75.05%)	▼
Amount Attributable to Investing Activities	**(1,232,789)**	**(227,221)**	**(211,661)**			
FINANCING ACTIVITIES						
Outflows from financing activities						
Repayment of Debt - Loan Principal	(499,824)	(158,801)	(140,459)	18,342	(11.55%)	
Transfer to Reserves	(25,734)	(1,342)	(3,976)	Within Threshold	(196.25%)	
Inflows from financing activities						
Transfer from Reserves	155,000	0	0	Within Threshold	0.00%	
Amount Attributable to Financing Activities	**(370,558)**	**(160,143)**	**(144,435)**			
Sub Total	**(2,600,000)**	**3,611,218**	**4,330,190**			
FUNDING FROM						
Estimated Opening Surplus at 1 July	2,600,000	2,600,000	2,553,664	(46,336)	Within Threshold	
Closing Funds	0	0	0			
	2,600,000	**2,600,000**	**2,553,664**			
NET SURPLUS/(DEFICIT)	**0**	**6,211,218**	**6,883,854**			

SHIRE OF KOJONUP
FINANCIAL ACTIVITY STATEMENT BY FUNCTION/PROGRAM
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

	2026-2027 ANNUAL BUDGET	2026-2027 YTD BUDGET	2026-2027 YTD ACTUAL
OPERATING REVENUE	**$**	**$**	**$**
General Purpose Funding	6,015,313	5,826,912	5,856,614
Governance	46,500	12,545	14,246
Law, Order Public Safety	89,407	22,352	25,093
Health	2,845	711	944
Education and Welfare	19,836	625	133
Housing	367,388	91,843	98,314
Community Amenities	341,152	318,427	325,893
Recreation and Culture	89,675	13,418	53,759
Transport	268,716	268,716	279,420
Economic Services	946,105	236,517	229,143
Other Property and Services	28,364	7,091	16,223
	8,215,301	**6,799,156**	**6,899,783**
LESS OPERATING EXPENDITURE			
General Purpose Funding	(125,728)	(19,579)	(16,075)
Governance	(1,241,714)	(415,826)	(281,708)
Law, Order, Public Safety	(473,918)	(159,629)	(89,088)
Health	(411,920)	(97,575)	(87,864)
Education and Welfare	(51,721)	(11,101)	(5,403)
Housing	(524,376)	(86,353)	(70,013)
Community Amenities	(972,316)	(283,121)	(191,932)
Recreation and Culture	(1,702,824)	(344,946)	(217,111)
Transport	(7,374,517)	(840,892)	(865,346)
Economic Services	(1,896,405)	(476,053)	(429,580)
Other Property & Services	(38,665)	(65,500)	40,623
	(14,814,104)	**(2,800,575)**	**(2,213,496)**
Amount Attributable to Operating Activities	**(6,598,803)**	**3,998,582**	**4,686,286**
ADD			
Movement in Provision for Doubtful Debts	500	0	0
Profit on the disposal of assets	0	0	0
Loss on the disposal of assets	0	0	0
Depreciation Written Back	5,601,650	0	0
Total Items Excluded	**5,602,150**	**0**	**0**
Net Amount Attributable to Operating Activities	**(996,653)**	**3,998,582**	**4,686,286**
INVESTING ACTIVITIES			
Outflows from investing activities			
Land Held for Resale	(30,000)	0	(5,753)
Purchase Buildings	(50,150)	0	(45,020)
Purchase Plant and Equipment	(193,500)	0	0
Purchase Furniture and Equipment	(155,000)	(17,221)	(244)
Infrastructure Assets - Roads	(3,812,782)	(898,000)	(331,483)
Infrastructure Assets - Parks & Ovals	(38,500)	0	0
Infrastructure Assets - Other	(60,000)	0	(840)
Inflows from investing activities			
Proceeds from Sale of Assets	47,000	0	0
Contributions for the Development of Assets	3,060,143	688,000	171,678
	(1,232,789)	**(227,221)**	**(211,661)**
FINANCING ACTIVITIES			
Repayment of Debt - Loan Principal	(499,824)	(158,801)	(140,459)
Transfer to Reserves	(25,734)	(1,342)	(3,976)
Transfer from Reserves	155,000	0	0
Amount Attributable to Financing Activities	**(370,558)**	**(160,143)**	**(144,435)**
Sub Total	**(2,600,000)**	**3,611,218**	**4,330,190**
FUNDING FROM			
Estimated Opening Surplus at 1 July	2,600,000	2,600,000	2,553,664
Closing Funds	0	0	0
	2,600,000	**2,600,000**	**2,553,664**
NET SURPLUS/(DEFICIT)	**0**	**6,211,218**	**6,883,854**

SHIRE OF KOJONUP
SUMMARISED NET CURRENT POSITION
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

	ACTUAL 30 JUNE 2026	ACTUAL YTD
Cash - Unrestricted	$2,598,117	$5,792,304
Cash - Restricted General	$0	$0
Cash - Restricted Reserves	$1,122,690	$1,126,666
Accounts Receivable - Rates	$491,007	$2,241,319
Accounts Receivable - Sundry	$246,300	$69,849
GST Receivable	$1	$41,097
Contract Assets	$0	$0
Inventories	$44,104	$25,583
Land held for Resale	$380,435	$386,187
Loans - Clubs	**$0**	$0
CURRENT ASSETS	**$4,882,652**	**$9,683,006**
LESS: CURRENT LIABILITIES		
Payables	($346,081)	($389,004)
ATO Liabilities	($8)	($9,198)
Unspent Grant Liabilities	($529,383)	($937,705)
Employee Provisions	($581,840)	($581,840)
Accrued Interest on Loans	($19,894)	($19,894)
Interest Bearing Loans	($499,824)	($359,365)
Springhaven Accommodation Bonds	$0	$0
CURRENT LIABILITIES	($1,977,028)	($2,297,005)
LESS: EXCLUSIONS		
Cash - Restricted Reserves	($1,122,690)	($1,126,666)
Cash - Restricted Cash	$0	$0
Interest Bearing Loans	$499,824	$359,365
Self Supporting Loan Debtors	$0	$0
Less Land held for Resale	($380,435)	($386,187)
Less Provision for Doubtful Debts	$49,609	$49,609
Add back Cash backed LSL Provision		
Add Back Springhaven Bonds	$0	$0
Add Back Accrued Interest on Loans	$19,894	$19,894
Add: Current liabilities not expected to be cleared at end of year	$581,840	$581,840
Unspent loan funds - Loan 150	$0	
Roundings	$0	$0
NET CURRENT POSITION - SURPLUS/(DEFICIT)	**$2,553,665**	**$6,883,854**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

EXPLANATION OF MATERIAL VARIANCES

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

Defining a 'Material Variance'

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

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

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

Material variances to be reported when exceeding 10%, and a minimum of $10,000, of the items contained within the Statement of Financial Activity.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Operating Revenue						
Operating Grants	342,382	416,280	73,898	22%	TIMING	Increase in General Purpose Grant $10k, Increase in Local Road Grant $13k, Increase in Oval Contribution $50k.
Other Revenue	236,156	252,217	16,061	Within Threshold	TIMING	Increase in Street Lighting Subsidy $10k, Increase in Other Property Income $15k.
Operating Expenses						
Employee Costs	(1,352,773)	(1,192,182)	160,591	-12%	TIMING	Decrease in Admin Salaries $68k, Decrease in Admin Workers Compensation Insurance $60k, Decrease in Swimming Pool Salaries $26k, Decrease in Summer Grading Employee Costs $33k, Increase in Drainage Maintenance Employee Costs $70k, Decrease in Supervisor Salaries $14k, Decrease in Supervisor Superannuation $11k, Decrease in Supervisor Workers Compensation Insurance $19k, Increase in Sick Leave Wages $22k, Decrease in Plant Repair Wages $27k.
Materials & Contracts	(944,726)	(667,147)	277,579	29%	TIMING	Decrease in Integrated Planning Expense $22k, Decrease in Software Licensing Fees $73k, Decrease in ICT Support $17k, Increase in Website Expenses $17k, Decrease in Finance Consultants $17k, Decrease in CESM Expenses $15k, Increase in Fire Brigade Expenses $26k, Decrease in Recycle Depot/Transfer Station Expenses $55k, Decrease in Myrtle Benn Expenses $25k, Decrease in Bridge Maintenance Expenses $55k, Decrease in External Parts and Repairs $25k.
Insurances	(307,880)	(188,700)	119,180	-39%	TIMING	Second instalment of insurances not yet paid.
Other Expenses	(65,381)	(45,622)	19,759	-30%	TIMING	Decrease in costs allocated to works $30k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

EXPLANATION OF MATERIAL VARIANCES

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

Defining a 'Material Variance'

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

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

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

Material variances to be reported when exceeding 10%, and a minimum of $10,000, of the items contained within the Statement of Financial Activity.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Investing Activities						
Buildings	0	(45,020)	(45,020)	0%	TIMING	Memorial Hall painting works commenced earlier than anticipated $27k, Swimming Pool Covers purchased earlier than anticipated $18k.
Furniture & Equipment	(17,221)	(244)	16,976	99%	TIMING	Decrease in ICT Implementation $17k.
Infrastructure - Roads	(898,000)	(331,483)	566,517	63%	TIMING	Decrease in Mobrup Rd Reseal $83k, Decrease in Lowdon Rd Verge Maintenance $60k, Increase in Grahams Wells Rd Verge Maintenance $29k, Decrease in Potts Rd Verge Maintenance $64k, Increase in Koj-Frankland Rd Reconstruction $34k, Decrease in Kojonup-Darkan Rd Reseal $430k.
Non-Operating Grants	688,000	171,678	(516,322)	-75%	TIMING	Decrease in Regional Road Group Revenue $248k, Decrease in Roads to Recovery Grant $268k.
Financing Activities						
Loan Principal Repayments	(158,801)	(140,459)	18,342	-12%	TIMING	Loan 150 repayment not yet paid $18k.

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

	Note	2025-26 ACTUAL $	2026-2027 ACTUAL $	Variance $
Current assets				
Unrestricted Cash & Cash Equivalents		2,598,117	5,792,304	3,194,188
Restricted Cash & Cash Equivalents		1,122,690	1,126,666	3,976
Trade and other receivables		737,306	2,311,168	1,573,862
ATO Receivables		1	41,097	41,096
Contract Assets		0	0	0
Inventories		44,104	25,583	-18,521
Land Held for Resale		380,435	386,187	5,752
Total current assets		**4,882,652**	**9,683,006**	4,800,354
Non-current assets				
Trade and other receivables		117,914	117,914	0
LG House Unit Trust		193,972	193,972	0
Land Held for Resale		0	0	0
Land		2,292,085	2,292,085	0
Buildings		26,177,530	26,208,710	31,180
Furniture & Equipment		394,264	406,936	12,672
Plant & Equipment		2,803,226	2,817,066	13,840
Roads Infrastructure		96,043,630	96,374,778	331,148
Kerbing Infrastructure		1,886,341	1,886,341	0
Drainage Infrastructure		9,517,744	9,517,744	0
Bridges Infrastructure		5,717,889	5,717,889	0
Footpaths Infrastructure		1,146,768	1,146,768	0
Parks Infrastructure		2,111,338	2,111,338	0
Other Infrastructure		5,536,139	5,524,886	-11,253
Total non-current assets		**153,938,840**	**154,316,427**	377,587
Total assets		**158,821,493**	**163,999,433**	5,177,941
Current liabilities				
Trade and other payables		365,975	408,898	-42,923
ATO Liabilities		8	9,198	-9,190
Contracts Liability		529,383	937,705	-408,322
Interest-bearing loans and borrowings		499,824	359,365	140,459
Provisions		581,840	581,840	0
Total current liabilities		**1,977,029**	**2,297,005**	-319,976
Non-current liabilities				
Interest-bearing loans and borrowings		3,493,361	3,493,361	0
Non-Current Payables		0	0	0
Provisions		142,356	142,356	0
Total non-current liabilities		**3,635,716**	**3,635,716**	0
Total liabilities		**5,612,745**	**5,932,722**	-319,976
Net assets		**153,208,747**	**158,066,712**	4,857,964
Equity				
Retained surplus		70,945,584	70,941,607	-3,976
Net Result		0	4,857,964	4,857,964
Reserve - asset revaluation		81,140,473	81,140,473	0
Reserve - Cash backed		1,122,690	1,126,666	3,976
Total equity		**153,208,747**	**158,066,712**	4,857,964

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

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION

COA	Description	SMART Implement. Ref.	Resp. Officer	Asset Class	Asset Invest. Type	2026/2027 Original Budget	2026/2027 YTD Budget	2026/2027 YTD Actuals	% of Annual Budget
Governance									
C137	ICT Plan Implementation		CEO	F&E	Renewal	155,000	17,221	244	0%
2104	Purchase of Light Vehicles		CEO	P&E	Renewal	0	0	0	0%
						155,000	**17,221**	**244**	
Community Amenities									
C310	Subdivision Construction	2.4.3	CEO	L4R	Upgrade	30,000	0	5,753	19%
6301	Cemetery - Trench Shoring Equipment		MWS	P&E	New	8,500	0	0	0%
						38,500	**0**	**5,753**	
Recreation & Culture									
C295	Swimming Pool - Pool Blankets		MPS	L&B	Renewal	18,000	0	18,020	100%
C105	Memorial Hall Capital Expenditure - Painting and new downpipes		MPS	L&B	Renewal	32,150	0	27,000	84%
C357	Apex Park - Replace Play Equipment		SH	Infr.	Renewal	38,500	0	0	0%
						88,650	**0**	**45,020**	
Transport - Infrastructure									
7604	Plant Major Purchases		MWS	P&E	New	185,000	0	0	0%
C507	RTR - Spring Street Asphalt		MWS	Infr.	Renewal	766,143	0	0	0%
CJ509	RTR - Soldier Road - Asphalt		MWS	Infr.	Renewal	150,000	0	0	0%
R2R405	RTR - Old Broomehill Rd Seal Bridge Approach SLK 2.25		MWS	Infr.	Renewal	0	0	335	0%
R2R410	RTR - Mnobrup Rd Reseal		MWS	Infr.	Renewal	85,000	85,000	1,555	2%
R2R411	RTR - Alger Rd Verge Maintenance		MWS	Infr.	Renewal	28,000	0	615	2%
R2R412	RTR - Anderson Rd Verge Maintenance		MWS	Infr.	Renewal	54,000	0	0	0%
R2R413	RTR - Armstrong Rd Verge Maintenance		MWS	Infr.	Renewal	8,000	0	0	0%
R2R414	RTR - Ashe Rd Verge Maintenance		MWS	Infr.	Renewal	25,000	0	0	0%
R2R415	RTR - Boilup North Rd Verge Maintenance		MWS	Infr.	Renewal	33,000	0	0	0%
R2R416	RTR - Dalton Rd Verge Maintenance		MWS	Infr.	Renewal	25,000	0	0	0%
R2R417	RTR - Delnaey Rd Verge Maintenance		MWS	Infr.	Renewal	8,000	0	0	0%
R2R418	RTR - Denney Rd Verge Maintenance		MWS	Infr.	Renewal	9,000	0	0	0%
R2R419	RTR - Eatt Rd Verge Maintenance		MWS	Infr.	Renewal	37,000	0	0	0%
R2R420	RTR - Eriswell Rd Verge Maintenance		MWS	Infr.	Renewal	44,000	0	0	0%
R2R421	RTR - Grahams Wells Rd Verge Maintenance		MWS	Infr.	Renewal	15,000	0	29,328	196%
R2R422	RTR - Lowdon Rd Verge Maintenance		MWS	Infr.	Renewal	60,000	60,000	0	0%
R2R423	RTR - Neymerup Rd Verge Maintenancve		MWS	Infr.	Renewal	25,000	0	0	0%
R2R424	RTR - Parker Rd Verge Maintenance		MWS	Infr.	Renewal	33,000	0	0	0%
R2R425	RTR - Pearce Rd Verge Maintenance		MWS	Infr.	Renewal	20,000	0	1,102	6%
R2R426	RTR - Potts Rd Verge Maintenance		MWS	Infr.	Renewal	97,000	97,000	33,369	34%
R2R427	Samson Rd Verge Maintenance		MWS	Infr.	Renewal	26,000	26,000	28,780	111%
R2R428	RTR - Tenner Rd Verge Maintenance		MWS	Infr.	Renewal	8,000	0	0	0%
R2R429	RTR - Tunney Rd Verge Maintenance		MWS	Infr.	Renewal	13,000	0	0	0%
R2R430	RTR - Wongerup Rd Verge Maintenance		MWS	Infr.	Renewal	11,000	0	0	0%
RRG005	RRG-Kojonup-Frankalnd Rd Reconstruct And Reseal		MWS	Infr.	Renewal	27,639	0	34,313	124%
RRG006	RRG - Shamrock Rd Widening SLK 18.80- 22.04		MWS	Infr.	Renewal	750,000	0	2,500	0%
RRG007	RRG - Darkan-Kojonup Rd Reseal SLK 0.00 - 1.90		MWS	Infr.	Renewal	630,000	630,000	198,216	31%
RRG008	RRG - Kojonup-Frankland Rd Reseal, Widen SLK 29.00 - 31.00		MWS	Infr.	Renewal	225,000	0	0	0%
RRG009	RRG - Jingalup Rd Reseal, Widen SLK 4.00 - 6.00		MWS	Infr.	Renewal	345,000	0	1,178	0%
RRG010	RRG - Kojonup-Frankland Rd Reseal, Widen SLK 31.00 - 33.00		MWS	Infr.	Renewal	225,000	0	0	0%
RC003	Council - Thornbury Close Construction including fire road (Industrial Area)		MWS	Infr.	New	0	0	191	0%
RC004	Jingalup Road Re-Alignment		MWS	Infr.	Upgrade	30,000	0	0	0%
						3,997,782	**898,000**	**331,483**	
Economic Services									
C054	Promotional Signage at Airstrip	1.4.7	CEO	Infr.	New	60,000	0	840	1%
						60,000	**0**	**840**	
	Total Capital Expenditure					**4,339,932**	**915,221**	**383,339**	**8.8%**

SUMMARIES:				
Land Held for Resale	30,000	0	5,753	19.2%
Land & Buildings	50,150	0	45,020	89.8%
Infrastructure	3,911,282	898,000	332,323	8.5%
Plant & Equipment	193,500	0	0	0.0%
Furn & Equipment	155,000	17,221	244	0.2%
	4,339,932	**915,221**	**383,339**	**8.8%**
At No Cost	0		0	0.0%
Asset Renewal	4,026,432	915,221	376,555	9.4%
New Asset	253,500	0	1,031	0.4%
Upgrading Asset	60,000	0	5,753	9.6%
	4,339,932	**915,221**	**383,339**	**8.8%**
Chief Executive Officer	245,000	17,221	6,837	2.8%
Manager Corporate & Community Services	0	0	0	0.0%
Manager Works & Services	4,006,282	898,000	331,483	8.3%
Senior Horticulturalist	38,500	0	0	0.0%
Manager Property Services	50,150	0	45,020	89.8%
	4,339,932	**915,221**	**383,339**	**8.8%**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
STATEMENT OF CAPITAL GRANTS & CONTRACT LIABILITIES
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

UNSPENT CAPITAL GRANTS Grant Provider	Liability 1 July 2026	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	YTD Budget	YTD Actual Revenue
Transport							
MRWA - Regional Road Group Grants 2024-2025	40,186	0	0	40,186	30,000	0	0
MRWA - Regional Road Group Grants 2026-2027	0	580,000	(171,678)	408,322	1,450,000	420,000	171,678
MRWA - Commodity Route Grants	32,778	0	0	32,778	0	0	0
DITRDC - Roads to Recovery Grant 2024-2025	0	0	0	0	66,095	0	0
DITRDC - Roads to Recovery Grant 2025-2026	418,353	0	0	418,353	692,136	268,000	0
DITRDC - Roads to Recovery Grant 2025-2026	0	0	0	0	821,912	0	0
Economic Services							
Dept of Water - Water Re-use (Community Drought)	3,669	0	0	3,669	0	0	0
Total Unspent Capital Grants	**494,986**	**580,000**	**(171,678)**	**903,308**	**3,060,143**	**1,108,000**	**171,678**

CONTRACT LIABILITIES Grant Provider	Liability 1 July 2025	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	YTD Budget	YTD Actual Revenue
Housing							
GSDC - Great Southern Homes Grant	14,396	0	0	14,396	0	0	0
Great Southern Homes - LG Contributions	20,000	0	0	20,000			
Total Contract Liabilities	**34,396**	**-**	**-**	**34,396**	**-**	**-**	**-**
TOTAL LIABILITIES & REVENUE	**529,382**	**580,000**	**(171,678)**	**937,704**	**3,060,143**	**1,108,000**	**171,678**

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

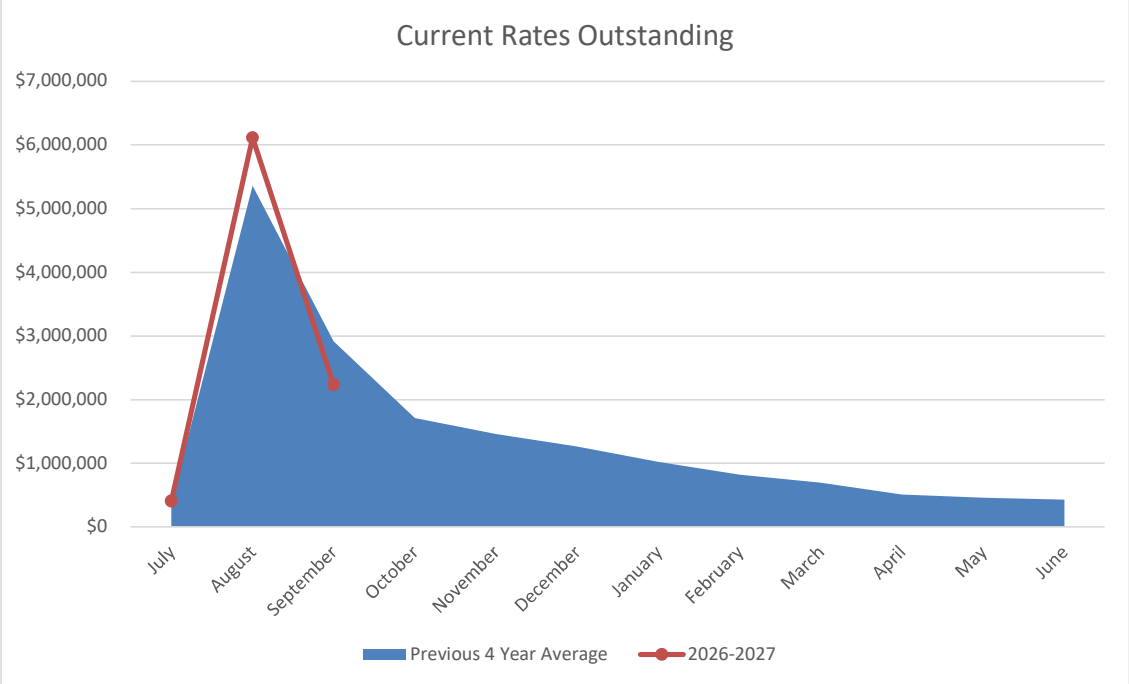
RESERVES - CASH BACKED	2026-2027 Actual Opening Balance	2026-2027 Actual Transfer to	2026-2027 Actual Transfer (from)	2026-2027 Actual Closing Balance	2026-2027 Budget Opening Balance	2026-2027 Budget Transfer to	2026-2027 Budget Transfer (from)	2026-2027 Budget Closing Balance
	$	$	$	$	$	$	$	$
Employee Leave	298,786	1,010	-	299,796	298,429	1,505	-	299,934
Plant Reserve	239,274	809	-	240,083	238,987	1,370	- 120,000	120,357
Low Income Housing	91,754	310	-	92,064	91,644	460	-	92,104
Landfill Waste Management	87,976	297	-	88,273	87,871	445	-	88,316
Community Grants Reserve	10,712	36	-	10,748	10,699	55	-	10,754
Independent Living Units	173,839	588	-	174,427	173,631	875	- 20,000	154,506
Natural Resource Management	107,083	362	-	107,445	106,955	539	-	107,494
Sports Complex Building, Plant & Equipment Upgrade and Renewal Reserve	82,888	280	-	83,168	82,789	20,365	- 15,000	88,154
The Kodja Place Building Upgrade & Renewal	19,376	66	-	19,442	19,353	120	-	19,473
Muradup Community Reserve	11,040	180	-	11,220	10,989	-	-	10,989
Asset Acquisition and Replacement Reserve	-	-	-	-	-	-	-	-
	1,122,728	**3,939**	**-**	**1,126,666**	**1,121,347**	**25,734**	**- 155,000**	**992,081**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

RATES & SUNDRY RECEIVABLES

Rates:

	1-Jul-26	Levy for 2026-27	Collectable	Received	Outstanding
Property Rates	$ 212,049	$ 5,749,300	$ 5,961,349	$ (4,149,322)	$ 1,812,028
Rubbish Charges	$ 44,776	$ 310,852	$ 355,628	$ (240,174)	$ 115,453
Emergency Services Levy	$ 21,382	$ 41,976	$ 63,358	$ -	$ 63,358
Instalment fee & Interest	$ -	$ 21,014	$ 21,014	$ (21,014)	$ -
Penalty & ESL Interest	$ 130,621	$ 9,476	$ 140,097	$ (2,820)	$ 137,277
Excess Rates	$ (36,599)	$ -	$ (36,599)	$ 29,448	$ (7,151)
Sub- Total	**$ 372,228**	**$ 6,132,618**	**$ 6,504,846**	**$ (4,383,882)**	**$ 2,120,965**
					35%
OTHER ITEMS					
Pensioner Rebates to claim	$ 82,179	$ -	$ 82,179	$ 31,024	$ 113,203
Sub-Total	$ 454,407				**$ 2,234,168**
Pensioner Deferred Rates	$ 117,914	$ -	$ 117,914	$ -	$ 117,914
Total Outstanding	**$ 490,143**	**$ 6,132,618**	**$ 6,622,761**	**$ (4,383,882)**	**$ 2,238,879**



Sundry Debtors:

	30-Jun-26		30-Sep-26		Movement This FY
Credit Balance	$ (7,529)		$ (8,529)		$ 1,000
Current	$ 177,922		$ 14,562		$ 163,361
30 - 60 days	$ 3,235	1%	$ 3,639	3%	$ (404)
60 - 90 days	$ 7,830	3%	$ 2,212	2%	$ 5,618
Greater than 90 days	$ 114,450	39%	$ 107,574	90%	$ 6,876
	$ 295,909		**$ 119,459**		

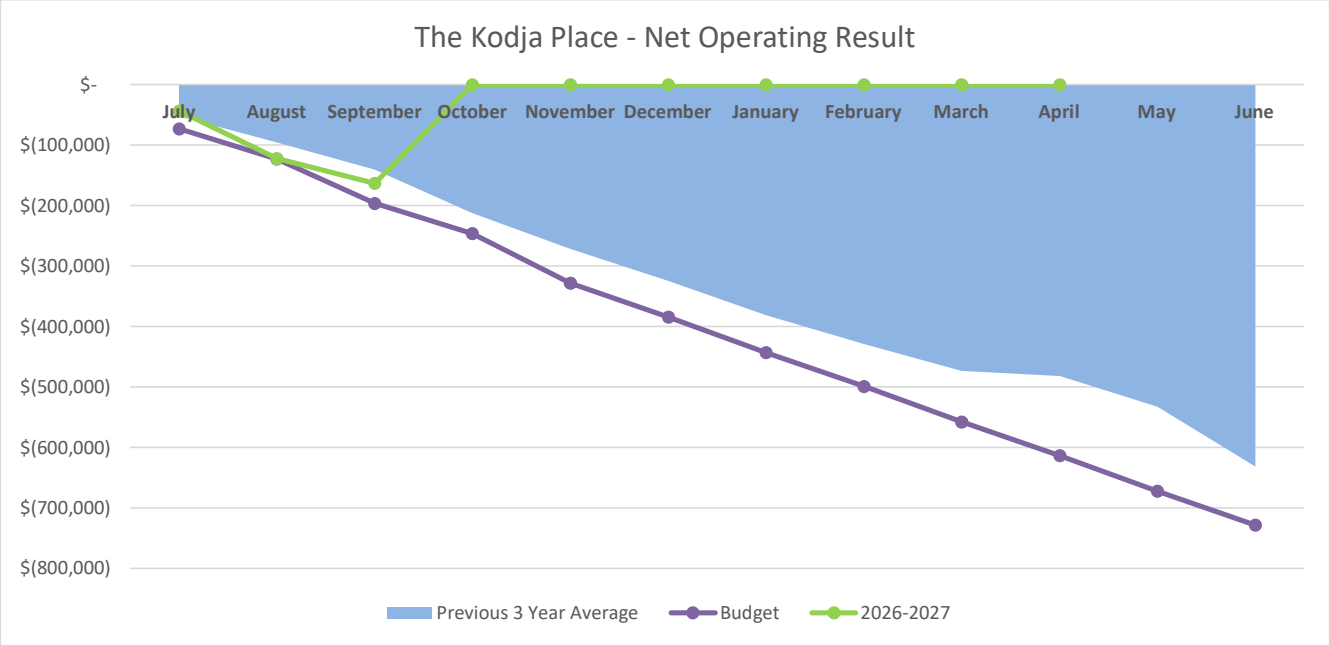
SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2026

LOAN REPAYMENTS	Loan Number	2026-2027 Actual Principal 1 July 2026	2026-2027 Actual New Loans	2026-2027 Actual Principal Repayments	2026-2027 Actual Interest Repayments	2026-2027 Actual Principal Outstanding	2026-2027 Budget Principal 1 July 2026	2026-2027 Budget New Loans	2026-2027 Budget Principal Repayments	2026-2027 Budget Interest Repayments	2026-2027 Budget Principal Outstanding
		$		$	$	$	$		$	$	$
Law, order, public safety											
Communications Tower	150	358,792	-	-	-	358,792	298,146	-	(37,100)	(13,058)	261,046
Health											
Medical Centre Donation	137	101,679	-	(4,561)	(765)	97,118	92,674	-	(9,161)	(1,490)	83,513
Housing											
Bagg Street Unit	135	33,259	-	-	-	33,259	22,509	-	(11,083)	(607)	11,426
Staff Housing - GSHI	140	669,970	-	(31,599)	(5,299)	638,371	607,582	-	(63,472)	(10,325)	544,110
GROH Housing - GSHI	138	592,029	-	(58,556)	(3,459)	533,473	476,169	-	(117,534)	(6,497)	358,635
Staff Housing - GSHI	144	22,617	-	(5,680)	(107)	16,937	11,414	-	(11,414)	(160)	-
GROH Housing - GSHI	145	22,617	-	(5,680)	(107)	16,937	11,414	-	(11,414)	(160)	-
Staff Housing Renovations	148	254,607	-	-	-	254,607	236,392	-	(17,237)	(10,320)	219,155
Recreation and culture											
Sports Complex	134	161,764	-	-	-	161,764	143,611	-	(20,861)	(6,960)	122,750
Sports Complex Wall	136	42,391	-	-	-	42,391	32,106	-	(10,491)	(587)	21,615
Netball Courts & Roof	143	1,228,607	-	(29,089)	(16,857)	1,199,518	1,171,661	-	(58,596)	(33,295)	1,113,065
Oval Lighting	142	157,404	-	-	-	157,404	132,110	-	(25,663)	(1,825)	106,447
Harrison Pl Toilets & Park	146	295,831	-	-	-	295,831	258,325	-	(38,989)	(9,741)	219,336
Harrison Pl Toilets & Park	149	141,646	-	-	-	141,646	149,073	-	(18,550)	(6,529)	130,523
Transport											
Airstrip Lighting	141	111,131	-	(5,293)	(723)	105,838	100,663	-	(10,627)	(1,405)	90,036
Economic services											
Land Development	147	285,534	-	-	-	285,534	249,334	-	(37,632)	(9,402)	211,702
		4,479,877	-	(140,459)	(27,316)	4,339,418	3,993,183	-	(499,824)	(112,361)	3,493,359

MAJOR BUSINESS UNITS

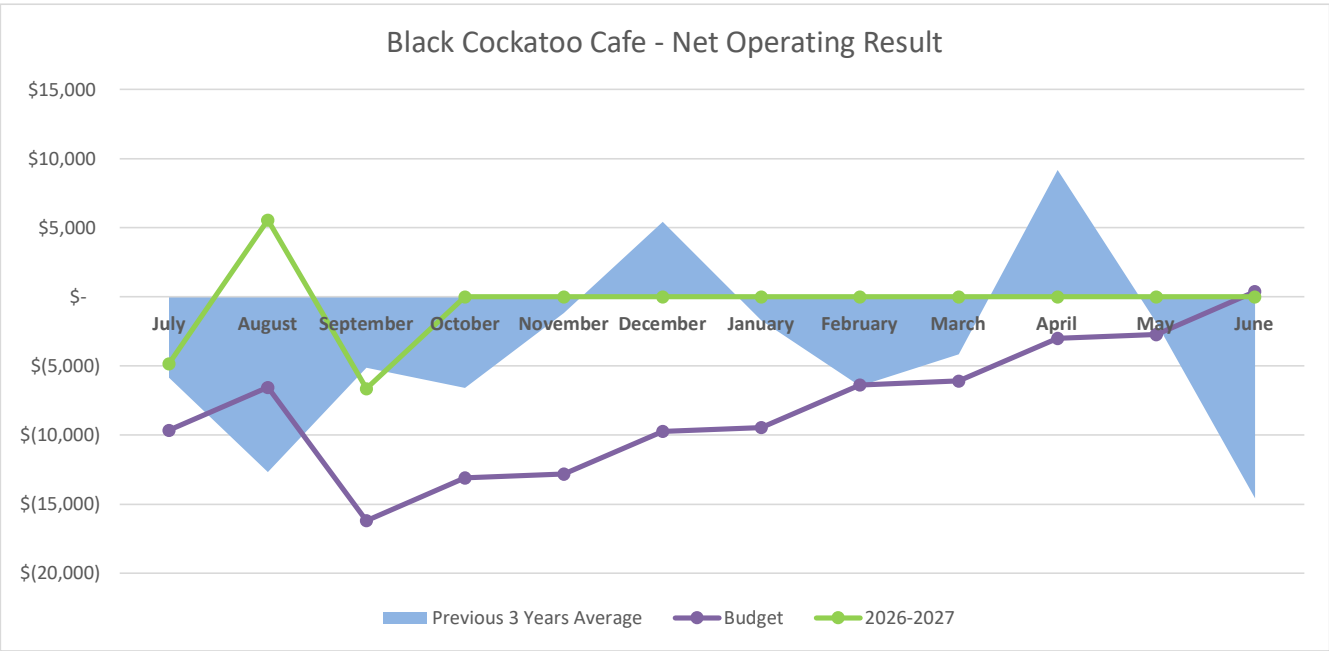
The Kodja Place Precinct

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).



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 YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
9605		Proceeds Sale of Assets - Plant & Equipment	$0	$0	0%	$0	$0	($47,000)	$0
		Sub Total - PROCEEDS/REALISATION ON SALE OF ASSET	$0	$0		$0	$0	($47,000)	$0
		WRITTEN DOWN VALUE							
		Sub Total - WDV ON SALE OF ASSET	$0	$0		$0	$0	$0	$0
		Total - GAIN/LOSS ON DISPOSAL OF ASSET	**$0**	**$0**		**$0**	**$0**	**($47,000)**	**$0**
		Sub Total - ABNORMAL ITEMS	$0	$0	$0	$0	$0	$0	$0
		Total - OPERATING STATEMENT	**$0**	**$0**		**$0**	**$0**	**($47,000)**	**$0**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		GENERAL PURPOSE FUNDING - RATES							
		OPERATING EXPENDITURE							
1112		Admin Allocated to Rates (Cash)	$17,160	$12,100	18%	$0	$12,100	$0	$68,643
1122		Admin Allocated to Rates (Non-Cash)	$1,019	$0	0%	$0	$0	$0	$4,075
1142		Rates Services				$0	$0	$0	$32,510
1182		Rates Printing/postage	$980	$0	0%	$0	$0	$0	$1,000
1192		Valuation Expenses	$420	$2,554	15%	$0	$2,554	$0	$17,000
1202		Title Searches	$0	$0	0%	$0	$0	$0	$500
1222		Insurance - Emp Costs (Rates)	$0	$1,421	0%	$0	$1,421	$0	$0
1262		Legal Costs Incurred - Rates	$0	$0	0%	$0	$0	$0	$2,000
		Sub Total - GENERAL RATES OP/EXP	$19,579	$16,075		$0	$16,075	$0	$125,728
		OPERATING INCOME							
1003		General Rates Levied	($5,749,340)	($5,749,341)	100%	($5,749,341)	$0	($5,749,340)	$0
1053		Back Rates	($20)	$41	-204%	$41	$0	($20)	$0
1013		Ex-Gratia Rates	($2,514)	($2,475)	98%	($2,475)	$0	($2,514)	$0
1043		Non Payment Penalty Interest	($7,350)	($9,476)	27%	($9,476)	$0	($35,000)	$0
1073		Instalment Administration Charge	($3,933)	($4,050)	98%	($4,050)	$0	($4,140)	$0
1063		Instalment Interest Charge	($12,825)	($16,964)	126%	($16,964)	$0	($13,500)	$0
1273		ESL Levy Admin Fee	$0	$0	0%	$0	$0	($4,000)	$0
1092		Rates Written Off/Refunded	$95	$234	234%	$234	$0	$100	$0
1283		Settlement & Search Charges	($1,750)	($514)	10%	($514)	$0	($5,000)	$0
1263		Legal Expenses - Recovered	$0	$0	0%	$0	$0	($2,000)	$0
		Sub Total - GENERAL RATES OP/INC	($5,777,637)	($5,782,545)		($5,782,545)	$0	($5,815,414)	$0
		Total - GENERAL RATES	($5,758,058)	($5,766,469)	af379	($5,782,545)	$16,075	($5,815,414)	$125,728

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER GENERAL PURPOSE FUNDING							
		OPERATING EXPENDITURE							
		Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP				$0	$0	$0	$0
		OPERATING INCOME							
1333		Grants Commission General Purpose Grant	($25,558)	($34,606)	34%	($34,606)	$0	($102,233)	$0
1343		Grants Commission Local Roads Grant	($22,667)	($35,668)	39%	($35,668)	$0	($90,666)	$0
1373		Interest Received - Municipal	$0	$0	0%	$0	$0	$0	$0
1393		Interest Received - Reserves	($1,050)	($3,796)	54%	($3,796)	$0	($7,000)	$0
		Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC	($49,275)	($74,070)		($74,070)	$0	($199,899)	$0
		Total - OTHER GENERAL PURPOSE FUNDING	($49,275)	($74,070)		($74,070)	$0	($199,899)	$0
		Total - GENERAL PURPOSE FUNDING	**($5,807,333)**	**($5,840,539)**		**($5,856,614)**	**$16,075**	**($6,015,313)**	**$125,728**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		GOVERNANCE - MEMBERS OF COUNCIL							
		OPERATING EXPENDITURE							
002D		Depreciation	$0	$0	0%	$0	$0	$0	$1,625
1502		Meeting Attendance Fees	$27,081	$25,949	24%	$0	$25,949	$0	$108,322
1508		Members Travelling	$964	$109	4%	$0	$109	$0	$2,920
1512		Conferences & Training Expenses	$4,500	$2,510	16%	$0	$2,510	$0	$15,500
1522		Members Communications Allowance	$5,250	$3,190	15%	$0	$3,190	$0	$21,000
1532		Election Expenses	$0	$0	0%	$0	$0	$0	$0
1542		Presidents/Dep Allowances	$10,040	$9,700	24%	$0	$9,700	$0	$40,160
1562		Refreshments & Functions (Councillors)	$2,553	$3,799	34%	$0	$3,799	$0	$11,100
1572		Refreshments & Functions Staff)	$433	$314	5%	$0	$314	$0	$6,190
1592		Members Insurance	$14,834	$7,417	50%	$0	$7,417	$0	$14,834
1602		Subscriptions	$28,900	$29,452	95%	$0	$29,452	$0	$30,920
1612		Misc Expenses - Members	$0	$0	0%	$0	$0	$0	$1,500
1624		Integrated Planning Expenses	$21,853	$0	0%	$0	$0	$0	$87,415
1632		Vehicle Operating Expenses	$80	$0	0%	$0	$0	$0	$500
1662		Audit Fees	$960	$0	0%	$0	$0	$0	$53,020
1702		Administration Allocation (Cash)	$200,200	$141,167	18%	$0	$141,167	$0	$800,833
1712		Administration Allocation (Non-Cash)	$5,094	$0	0%	$0	$0	$0	$20,375
1772		Doubtful Debt Expenses	$0	$0	0%	$0	$0	$0	$500
1792		Legal Costs	$0	$0	0%	$0	$0	$0	$3,000
2075		VROC - Shared Services	$0	$21	0%	$0	$21	$0	$22,000
		Sub Total - MEMBERS OF COUNCIL OP/EXP	$322,741	$223,628		$0	$223,628	$0	$1,241,714
		OPERATING INCOME							
		Sub Total - MEMBERS OF COUNCIL OP/INC	$0	$0		$0	$0	$0	$0
		Total - MEMBERS OF COUNCIL	$322,741	$223,628		$0	$223,628	$0	$1,241,714

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		GOVERNANCE - GENERAL							
		OPERATING EXPENDITURE							
003D		Depreciation (Sch 4)	$0	$0	0%	$0	$0	$0	$101,877
1852		Salaries - Admin	$320,517	$252,184	20%	$0	$252,184	$0	$1,282,119
1882		Admin Superannuation	$39,216	$36,188	23%	$0	$36,188	$0	$156,869
1892		Staff Insurances	$60,640	$32,790	54%	$0	$32,790	$0	$60,640
1902		FBT Admin Staff	$3,700	$0	0%	$0	$0	$0	$18,500
1912		Conference & Training	$3,610	$1,428	8%	$0	$1,428	$0	$19,000
1922		Advertising	$1,760	$0	0%	$0	$0	$0	$8,000
1931		Occupational Risk Co-Ordinator Costs	$2,250	$0	0%	$0	$0	$0	$9,000
1932		Occ Health & Safety	$1,550	$8,564	70%	$0	$8,564	$0	$12,200
1942		Staff Uniforms	$1,050	$90	4%	$0	$90	$0	$2,500
1952		Admin Staff Costs	$8,441	$1,604	7%	$0	$1,604	$0	$23,080
1957		Office Building Maintenance	$2,812	$2,006	15%	$0	$2,006	$0	$13,230
1958		Office - Cleaning & Assoc	$20,097	$13,269	16%	$0	$13,269	$0	$84,493
1959		Office - Utility Charges	$3,740	$3,218	22%	$0	$3,218	$0	$14,491
1962		Office Gardens & Surrounds-Mtce	$2,269	$613	6%	$0	$613	$0	$11,075
1972		Admin Printing & Stationery	$7,991	$6,335	22%	$0	$6,335	$0	$28,400
1982		Telephone & Internet	$5,595	$6,353	24%	$0	$6,353	$0	$26,644
2002		Office Equip Maint	$250	$220	22%	$0	$220	$0	$1,000
2004		Office - Insurance.	$42,517	$21,323	50%	$0	$21,323	$0	$42,517
2006		Donations CEO discretion	$0	$0	0%	$0	$0	$0	$500
2008		Donations - Council	$0	$0	0%	$0	$0	$0	$1,000
2012		Non Capital Purchases	$208	$0	0%	$0	$0	$0	$2,500
2022		Bank Charges	$2,284	$9,594	34%	$0	$9,594	$0	$28,550
2032		Postage & Freight	$3,680	$1,838	23%	$0	$1,838	$0	$8,000
2042		ICT Computer Support	$33,849	$14,747	12%	$0	$14,747	$0	$124,865
1992		ICT Software Licensing Fees	$74,769	$1,560	1%	$0	$1,560	$0	$146,036
2043		ICT Website Subscription & Upgrade	$0	$17,110	101%	$0	$17,110	$0	$17,000
2044		ICT Hardware Purchases (<$5,000)	$1,250	$0	0%	$0	$0	$0	$5,000
2052		Admin Vehicle Expenses	$4,000	$8,986	56%	$0	$8,986	$0	$16,000
2062		Admin Legal Expenses	$5,688	$0	0%	$0	$0	$0	$22,752
2277		Finance Consultants	$34,360	$18,070	20%	$0	$18,070	$0	$91,790
2275		Records Management	$1,491	$0	0%	$0	$0	$0	$5,964
2278		Security Monitoring	$230	$3,214	226%	$0	$3,214	$0	$1,420
2092		Mis Expense - Admin	$740	$108	4%	$0	$108	$0	$2,960
2172		Less Admin Non Cash Realloc	($25,468)	$0	0%	$0	$0	$0	($101,877)
2182		Less Admin Cash Exp Realloc	($572,001)	($403,333)	18%	$0	($403,333)	$0	($2,288,095)
		Sub Total - GOVERNANCE - GENERAL OP/EXP	$93,085	$58,080		$0	$58,080	$0	$0

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OPERATING INCOME							
2053		Sundry Misc Income - Admin	($125)	($1,160)	232%	($1,160)	$0	($500)	$0
2083		Police Licensing Commissions	($12,420)	($13,085)	28%	($13,085)	$0	($46,000)	$0
2113		Admin - Novated Lease Contributions	$0	$0		$0	$0	$0	$0
2143		Photocopying Fees	$0	$0	0%	$0	$0	$0	$0
		Sub Total - GOVERNANCE - GENERAL OP/INC	($12,545)	($14,246)		($14,246)	$0	($46,500)	$0
		Total - GOVERNANCE - GENERAL	$80,540	$43,834		($14,246)	$58,080	($46,500)	$0
		Total - GOVERNANCE	**$403,281**	**$267,462**		**($14,246)**	**$281,708**	**($46,500)**	**$1,241,714**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		LAW ORDER & PUBLIC SAFETY							
		FIRE PREVENTION							
		OPERATING EXPENDITURE							
2272		Emergency Operating Expenses	$2,308	$0	0%	$0	$0	$0	$9,233
2283		CESM Other Expenses	$15,000	$5,504		$0	$5,504	$0	$60,000
2292		Fire Hazard Reduction	$10,132	$320	1%	$0	$320	$0	$40,529
2302		Ground & Aerial Inspections	$0	$0	0%	$0	$0	$0	$4,125
2322		Administration Costs	$3,677	$3,167	59%	$0	$3,167	$0	$5,410
2342		Fire Fighting - Shire Resources	$1,318	$0	0%	$0	$0	$0	$5,873
2372		Brigade Expenses	$63,429	$33,749	41%	$0	$33,749	$0	$82,487
2382		Administration Allocated - Cash	$17,160	$12,100	18%	$0	$12,100	$0	$68,643
2442		Administration Allocated - Non-Cash	$255	$0	0%	$0	$0	$0	$1,019
2443		Interest on Loan - Bushfire	$8,675	$0	0%	$0	$0	$0	$13,058
2444		Govt Guarantee Fee - Loan 150 Expense	$1,113	$1,097		$0	$1,097	$0	$1,855
004D		Buildings Depreciation	$0	$0	0%	$0	$0	$0	$33,490
		Sub Total - FIRE PREVENTION OP/EXP	$123,068	$56,083		$0	$56,083	$0	$325,722
		OPERATING INCOME							
2363		Fines & Penalties	($375)	($30)	2%	($30)	$0	($1,500)	$0
2383		Sale of Fire Maps	($23)	($55)	60%	($55)	$0	($91)	$0
2393		Sundry Misc income - Fire	($800)	$0	0%	$0	$0	($3,200)	$0
2373		ESL Levy Funding	($19,829)	($22,500)	28%	($22,500)	$0	($79,316)	$0
2343		Operating Grant Income	$0	$0		$0	$0	$0	$0
		Sub Total - FIRE PREVENTION OP/INC	($21,027)	($22,585)		($22,585)	$0	($84,107)	$0
		Total - FIRE PREVENTION	$102,041	$33,499		($22,585)	$56,083	($84,107)	$325,722

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		ANIMAL CONTROL							
		OPERATING EXPENDITURE							
2552		Ranger Vehicle	$27	$0	0%	$0	$0	$0	$110
2562		Dog Control Expenses	$489	$70	4%	$0	$70	$0	$1,955
2572		Dog Pound Expenses	$401	$307	19%	$0	$307	$0	$1,604
2573		Contract Ranger Expenses	$13,749	$20,528		$0	$20,528	$0	$55,000
2582		Other Animal Control	$50	$0	0%	$0	$0	$0	$200
2583		Cat Control Expenses	$190	$0	0%	$0	$0	$0	$760
2584		Cat Pound Expenses	$90	$0	0%	$0	$0	$0	$360
2602		Administration Allocated - Cash	$17,160	$12,100	18%	$0	$12,100	$0	$68,643
2612		Administration Allocated - Non-Cash	$255	$0	0%	$0	$0	$0	$1,019
005D		Depreciation Buildings - Animal Control	$0	$0	0%	$0	$0	$0	$1,945
		Sub Total - ANIMAL CONTROL OP/EXP	$32,411	$33,005		$0	$33,005	$0	$131,596
		OPERATING INCOME							
2633		Ranger Income	$0	($141)	0%	($141)	$0	$0	$0
2653		Fines & Penalties - Dog Act	($137)	($650)	118%	($650)	$0	($550)	$0
2663		Impounding Fees - Dogs	($62)	$0	0%	$0	$0	($250)	$0
2673		Dog Registrations	($1,000)	($1,498)	37%	($1,498)	$0	($4,000)	$0
2674		Cat Registrations	($125)	($220)	44%	($220)	$0	($500)	$0
		Sub Total - ANIMAL CONTROL OP/INC	($1,325)	($2,509)		($2,509)	$0	($5,300)	$0
		Total - ANIMAL CONTROL	$31,087	$30,496		($2,509)	$33,005	($5,300)	$131,596

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER LAW ORDER & PUBLIC SAFETY							
		OPERATING EXPENDITURE							
2832		Vehicle Impounding	$325	$0	0%	$0	$0	$0	$1,300
2844		Security SystemsMaintenance	$2,250	$0		$0	$0	$0	$9,000
2845		Community Emergency Response	$75	$0		$0	$0	$0	$300
2862		Local Law review	$1,500	$0	0%	$0	$0	$0	$6,000
		Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	$4,150	$0		$0	$0	$0	$16,600
		OPERATING INCOME							
2863		Income - Misc Other Law & Order	$0	$0	0%	$0	$0	$0	$0
		Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	$0	$0		$0	$0	$0	$0
		Total - OTHER LAW ORDER PUBLIC SAFETY	$4,150	$0		$0	$0	$0	$16,600
		Total - LAW ORDER & PUBLIC SAFETY	**$137,277**	**$63,995**		**($25,093)**	**$89,088**	**($89,407)**	**$473,918**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		HEALTH							
		HEALTH ADMINISTRATION & INSPECTION							
		OPERATING EXPENDITURE							
3162		Health - Other Employment Costs	$137	$0	0%	$0	$0	$0	$850
3164		Health - Contractors	$13,999	$7,973	14%	$0	$7,973	$0	$56,000
3212		Admin Allocation to HIA - Cash	$17,160	$12,100	18%	$0	$12,100	$0	$68,643
3242		Analytical Expenses	$150	$730	122%	$0	$730	$0	$600
3252		Administration Allocated - Non-cash	$382	$0	0%	$0	$0	$0	$1,528
		Sub Total - HEALTH ADMIN & INSPECTION OP/EXP	$31,829	$20,803		$0	$20,803	$0	$127,621
		OPERATING INCOME							
3223		Health Act fees, Licences	($625)	($133)	5%	($133)	$0	($2,500)	$0
3233		Septic Tank Inspection Fees	($86)	$0	0%	$0	$0	($345)	$0
		Sub Total - HEALTH ADMIN & INSPECTION OP/INC	($711)	($133)		($133)	$0	($2,845)	$0
		Total - HEALTH ADMIN & INSPECTION	$31,118	$20,670		($133)	$20,803	($2,845)	$127,621

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER HEALTH							
		OPERATING EXPENDITURE							
3360		Doctor Services Expenses	$64,982	$65,984		$0	$65,984	$0	$260,000
3361		Interest Paid on Loans	$764	$765	51%	$0	$765	$0	$1,490
3368		Loan Guarantee Fee	$0	$312	61%	$0	$312	$0	$510
009D		Depreciation Buildings	$0	$0	0%	$0	$0	$0	$22,299
		Sub Total - OTHER HEALTH OP/EXP	$65,746	$67,061		$0	$67,061	$0	$284,299
		OPERATING INCOME							
		Sub Total - OTHER HEALTH OP/INC	$0	$0		$0	$0	$0	$0
		Total - OTHER HEALTH	$65,746	$67,061		$0	$67,061	$0	$284,299
		Total - HEALTH	**$96,864**	**$87,731**		**($133)**	**$87,864**	**($2,845)**	**$411,920**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		EDUCATION & WELFARE							
		EDUCATION							
		OPERATING EXPENDITURE							
3455		Play in the Park	$0	$0	0%	$0	$0	$0	$0
3452		Smart Start Expenses	$0	$0	0%	$0	$0	$0	$0
		PRE-SCHOOL/OTHER EDUCATION							
		OPERATING EXPENDITURE							
3462		Child Care Centre - Building Maint	$2,781	$588	16%	$0	$588	$0	$3,611
3476		Play Group Community Assistance	$100	$0		$0	$0	$0	$100
3477		Kindy Café	$3,750	$3,068	20%	$0	$3,068	$0	$15,000
3472		Playgroup/Toy Library - Building Maint	$2,852	$1,747	24%	$0	$1,747	$0	$7,300
3474		Playgroup/Toy Library - Grounds Maint	$867	$0	0%	$0	$0	$0	$3,470
3478		SPARK - Expenditure	$750	$0	0%	$0	$0	$0	$3,000
006D		DEPRECIATION (SCH 8)	$0	$0	0%	$0	$0	$0	$19,240
		Sub Total - OTHER EDUCATION OP/EXP	$11,101	$5,403		$0	$5,403	$0	$51,721
		OPERATING INCOME							
3463		Occasional Care Rent	($625)	($669)	27%	($669)	$0	($2,500)	$0
3465		Grant - Kindy Café	$0	$0	0%	$0	$0	($14,336)	$0
3473		Playgroup/Toy Library Fees	$0	$0	0%	$0	$0	$0	$0
3475		SPARK - Income	$0	($275)	9%	($275)	$0	($3,000)	$0
		Sub Total - OTHER EDUCATION OP/INC	($625)	($944)		($944)	$0	($19,836)	$0
		Total - OTHER EDUCATION	$10,476	$4,459		($944)	$5,403	($19,836)	$51,721
		Total - EDUCATION & WELFARE	**$10,476**	**$4,459**		**($944)**	**$5,403**	**($19,836)**	**$51,721**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		HOUSING							
		SPRING HAVEN HOUSING							
3902		Spring Haven Building Operating Expenses	$1,080	$0	0%	$0	$0	$0	$1,440
3916		Insurance	$7,739	$3,870	50%	$0	$3,870	$0	$7,739
012D		Spring Haven Depreciation	$0	$0	0%	$0	$0	$0	$69,050
013D		Spring Haven Depreciation	$0	$0	0%	$0	$0	$0	$1,915
		Sub Total - SPRING HAVEN HOUSING OP/EXP	$8,819	$3,870		$0	$3,870	$0	$80,144
		OPERATING INCOME							
		Sub Total - SPRING HAVEN HOUSING OP/INC	$0	$1,810		$1,810	$0	$0	$0
		Total - SPRING HAVEN HOUSING	$8,819	$5,680		$1,810	$3,870	$0	$80,144

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		STAFF HOUSING							
		OPERATING EXPENDITURE							
3768		Staff Housing Building Maintenance	$2,311	$1,525	16%	$0	$1,525	$0	$9,245
3769		Staff Housing - Operating Expenses	$11,016	$11,814	29%	$0	$11,814	$0	$40,947
3764		Staff Housing - Ground Maint. Various	$8,420	$6,391	19%	$0	$6,391	$0	$33,682
3767		Housing - Great Southern Homes MoU Expenses	$8,599	$11,703		$0	$11,703	$0	$34,396
3770		Loan Guarantee Fee L135, L140, L144 & L148	$0	$3,161	63%	$0	$3,161	$0	$5,025
3771		Staff Housing Loan Interest	$5,299	$5,406	25%	$0	$5,406	$0	$21,412
011D		Housing Depreciation	$0	$0	0%	$0	$0	$0	$177,472
		Sub Total - STAFF HOUSING OP/EXP	$35,645	$39,999		$0	$39,999	$0	$322,179
		OPERATING INCOME							
3703		Residential Rent - Staff	($2,067)	($1,127)	14%	($1,127)	$0	($8,268)	$0
3706		Operating Grants, Subsidies & Contributions	$0	$0		$0	$0	$0	$0
		Sub Total - STAFF HOUSING OP/INC	($2,067)	($1,127)		($1,127)	$0	($8,268)	$0
		Total - STAFF HOUSING	$33,578	$38,872		($1,127)	$39,999	($8,268)	$322,179

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		HOUSING OTHER							
		OPERATING EXPENDITURE							
4062		Loton Close ILU's Building Maint	$3,337	$621	5%	$0	$621	$0	$11,413
4064		Loton Close ILU's Grounds Maint	$2,427	$1,616	17%	$0	$1,616	$0	$9,710
4065		Loton Close ILU's Utilities	$9,682	$9,529	26%	$0	$9,529	$0	$36,475
4066		Loton Close ILU's Insurance	$7,588	$3,794	50%	$0	$3,794	$0	$7,588
4202		J Sullivan Units Building Maintenance	$3,915	$0	0%	$0	$0	$0	$14,940
4204		J Sullivan Units Grounds Maintenance	$1,325	$0	0%	$0	$0	$0	$5,300
4205		J Sullivan Units Utilities	$1,487	$1,834	21%	$0	$1,834	$0	$8,920
4206		J Sullivan Units Insurance	$1,869	$935	50%	$0	$935	$0	$1,869
4254		Interest Paid on Loans	$3,940	$3,566	54%	$0	$3,566	$0	$6,657
4255		Loan Guarantee Fee (Housing Other)	$0	$1,782	63%	$0	$1,782	$0	$2,850
4232		Bagg Street Units Operating	$1,549	$844	14%	$0	$844	$0	$6,196
4256		GROH - Building Maintenance	$4,770	$1,624	16%	$0	$1,624	$0	$10,135
		Sub Total - HOUSING OTHER OP/EXP	$41,889	$26,145		$0	$26,145	$0	$122,053
		OPERATING INCOME							
4083		Loton Close ILU's Rent	($41,728)	($42,120)	25%	($42,120)	$0	($166,920)	$0
4103		Loton Close ILU's - Power Recoups	($3,875)	($5,164)	33%	($5,164)	$0	($15,500)	$0
4203		J Sullivan Units - Rent	($7,875)	($7,422)	24%	($7,422)	$0	($31,500)	$0
4243		GROH - Rent	($36,299)	($44,291)	31%	($44,291)	$0	($145,200)	$0
		Sub Total - HOUSING OTHER OP/INC	($89,776)	($98,997)		($98,997)	$0	($359,120)	$0
		Total - HOUSING OTHER	($47,888)	($72,852)		($98,997)	$26,145	($359,120)	$122,053
		Total - HOUSING	**($5,490)**	**($28,301)**		**($98,314)**	**$70,013**	**($367,388)**	**$524,376**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		COMMUNITY AMENITIES							
		SANITATION - HOUSEHOLD REFUSE							
		OPERATING EXPENDITURE							
5022		Refuse Collection - Kerbside	$26,461	$19,820	19%	$0	$19,820	$0	$105,847
5012		Refuse Site Maintenance	$1,140	$0	0%	$0	$0	$0	$4,560
5013		Refuse Site Rehabilitation	$775	$0	0%	$0	$0	$0	$3,102
5002		Recycling Depot/Transfer Stn - Contract	$97,642	$42,299	23%	$0	$42,299	$0	$180,573
5122		Recycling Collection - Kerbside	$24,511	$19,355	20%	$0	$19,355	$0	$98,046
5142		Recycling Education	$250	$1,170	117%	$0	$1,170	$0	$1,000
014D		Depreciation (Sch 10)	$0	$0	0%	$0	$0	$0	$4,456
		Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP	$150,779	$82,645		$0	$82,645	$0	$397,584
		OPERATING INCOME							
5023		Collection Charges - Kerbside	($310,852)	($310,852)	100%	($310,852)	$0	($310,852)	$0
5033		Recycling/Transfer Station Rental	($575)	$0	0%	$0	$0	($2,300)	$0
		Sub Total - SANITATION H/HOLD REFUSE OP/INC	($311,427)	($310,852)		($310,852)	$0	($313,152)	$0
		Total - SANITATION HOUSEHOLD REFUSE	($160,648)	($228,207)		($310,852)	$82,645	($313,152)	$397,584

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		SANITATION OTHER							
		OPERATING EXPENDITURE							
5027		Verge Pick Up - Hard Waste	$0	$0	0%	$0	$0	$0	$0
5251		Street Bins Collection - Contract	$10,918	$8,376	19%	$0	$8,376	$0	$43,675
5262		Repair Street Bins	$50	$0	0%	$0	$0	$0	$200
5263		Drum Muster	$625	$0	0%	$0	$0	$0	$2,500
5264		Transport of Waste & Loader Hire	$16,531	$18,239	28%	$0	$18,239	$0	$66,125
		Sub Total - SANITATION OTHER OP/EXP	$28,124	$26,615		$0	$26,615	$0	$112,500
		OPERATING INCOME							
5303		Litter Infringements	$0	$0	0%	$0	$0	$0	$0
5304		Drum Muster Reimbursement Income	($625)	$0	0%	$0	$0	($2,500)	$0
		Sub Total - SANITATION OTHER OP/INC	($625)	$0		$0	$0	($2,500)	$0
		Total - SANITATION OTHER	$27,499	$26,615		$0	$26,615	($2,500)	$112,500

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		SEWERAGE							
		OPERATING EXPENDITURE							
5090		Liquid Waste Pond - Maintenance	$342	$395	29%	$0	$395	$0	$1,370
		Sub Total - SEWERAGE OP/EXP	$342	$395		$0	$395	$0	$1,370
		OPERATING INCOME							
		Sub Total - SEWERAGE OP/INC	$0	$0		$0	$0	$0	$0
		Total - SEWERAGE	$342	$395		$0	$395	$0	$1,370

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		PROTECTION OF THE ENVIRONMENT							
		OPERATING EXPENDITURE							
5616		NRM - Salaries & Wages/Consultancy Fees	$112	$0	0%	$0	$0	$0	$450
5681		Noxious Weeds	$1,159	$1,047	23%	$0	$1,047	$0	$4,637
5686		NRM - Environmental Reserve M'ment	$3,325	$91	1%	$0	$91	$0	$13,300
5687		Reserve Clean Up	$5,090	$862	4%	$0	$862	$0	$20,360
5688		Kojonup Creek Clean Up				$0	$0	$0	$0
5752		Administration Allocation Cash	$5,720	$4,033	18%	$0	$4,033	$0	$22,881
5742		Administration Allocation Non-Cash	$637	$0	0%	$0	$0	$0	$2,547
		Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP	$16,043	$6,033		$0	$6,033	$0	$64,175
		OPERATING INCOME							
		Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC	$0	$0		$0	$0	$0	$0
		Total - PROTECTION OF THE ENVIRONMENT	$16,043	$6,033		$0	$6,033	$0	$64,175

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		TOWN PLANNING AND REGIONAL DEVELOPMENT							
		OPERATING EXPENDITURE							
5842		Town Planning Expenses	$11,250	$16,949	38%	$0	$16,949	$0	$45,000
5922		TPS Review	$6,250	$432	2%	$0	$432	$0	$25,000
5962		Administration Allocated Cash	$17,160	$12,100	18%	$0	$12,100	$0	$68,643
5832		Administration Allocated Non-Cash	$255	$0	0%	$0	$0	$0	$1,019
		Sub Total - TOWN PLAN & REG DEV OP/EXP	$34,914	$29,481		$0	$29,481	$0	$139,662
		OPERATING INCOME							
5973		Planning Fees	($1,625)	($3,558)	55%	($3,558)	$0	($6,500)	$0
		Sub Total - TOWN PLAN & REG DEV OP/INC	($1,625)	($3,558)		($3,558)	$0	($6,500)	$0
		Total - TOWN PLANNING & REGIONAL DEVELOPMENT	$33,289	$25,923		($3,558)	$29,481	($6,500)	$139,662

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		COMMUNITY AMENITIES - CEMETERIES							
		OPERATING EXPENDITURE							
5999		Cemetery Digital Database	$325	$0	0%	$0	$0	$0	$1,300
6001		Cemetery - Grave Digging	$14,337	$15,902	28%	$0	$15,902	$0	$57,350
6006		Kojonup Cemetery - Niche Wall Maint	$82	$125	38%	$0	$125	$0	$330
6002		Kojonup Cemetery - Grounds Maint	$7,668	$8,110	26%	$0	$8,110	$0	$30,674
6000		Kojonup Cemetery - Trees	$199	$0	0%	$0	$0	$0	$795
6012		Boscabel Cemetery - Grounds Maint	$141	$0	0%	$0	$0	$0	$565
6014		Muradup Cemetery - Grounds Maintenance	$2,006	$1,097	14%	$0	$1,097	$0	$8,025
015D		Community Amenities Buildings Depreciation	$0	$0	0%	$0	$0	$0	$54,183
		Sub Total - COMMUNITY AMEN - CEMETERIES OP/EXP	$24,759	$25,235		$0	$25,235	$0	$153,222
		OPERATING INCOME							
6013		Cemetery Fees (Inc Gst)	($4,125)	($10,556)	64%	($10,556)	$0	($16,500)	$0
6023		Cemetery Fees Licences (Not Inc Gst)	($625)	($927)	37%	($927)	$0	($2,500)	$0
		Sub Total - COMMUNITY AMEN - CEMETERIES OP/INC	($4,750)	($11,484)		($11,484)	$0	($19,000)	$0
		Total - COMMUNITY AMENITIES CEMETERIES	$20,009	$13,751		($11,484)	$25,235	($19,000)	$153,222

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		COMMUNITY AMENITIES - PUBLIC CONVENIENCES & OTHER							
		OPERATING EXPENDITURE							
6042		Harrison Place Conveniences - Maint	$100	$0	0%	$0	$0	$0	$400
6044		Harrison Place Conveniences - Cleaning	$6,334	$7,012	32%	$0	$7,012	$0	$22,039
6034		CWA - Building Maintenance	$1,420	$397	10%	$0	$397	$0	$3,801
6052		Town Street & Park Seating	$278	$0	0%	$0	$0	$0	$1,113
6112		Community Resource Centre / Telecentre	$498	$445	18%	$0	$445	$0	$2,415
6142		Administration Allocated Non-Cash	$637	$0	0%	$0	$0	$0	$2,547
6152		Administration Allocated Cash	$17,160	$12,100	18%	$0	$12,100	$0	$68,643
		Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/EXP	$26,427	$19,953	$1	$0	$19,953	$0	$100,958
		OPERATING INCOME							
		Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/INC	$0	$0	$0	$0	$0	$0	$0
		Total - COMMUNITY AMENITIES PUBLIC CONVEN & OTHER	$26,427	$19,953		$0	$19,953	$0	$100,958

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT							
		OPERATING EXPENDITURE							
6064		Men's Shed - Building Maintenance	$1,733	$1,576	55%	$0	$1,576	$0	$2,845
		Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/EXP	$1,733	$1,576		$0	$1,576	$0	$2,845
		OPERATING INCOME							
		Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/INC	$0	$0		$0	$0	$0	$0
		Total - COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT	$1,733	$1,576		$0	$1,576	$0	$2,845
		Total - COMMUNITY AMENITIES	**($35,305)**	**($133,961)**		**($325,893)**	**$191,932**	**($341,152)**	**$972,316**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		RECREATION & CULTURE							
		PUBLIC HALL & CIVIC CENTRES							
		OPERATING EXPENDITURE							
6202		Memorial Hall - Cleaning & Operations	$12,079	$8,851	35%	$0	$8,851	$0	$24,983
6212		RSL Hall - Cleaning & Operations	$2,256	$1,346	31%	$0	$1,346	$0	$4,381
6214		Memorial Hall - Building Maintenance	$2,425	$6,239	71%	$0	$6,239	$0	$8,838
6218		Muradup Hall - Building Expenses	$1,957	$893	19%	$0	$893	$0	$4,640
6219		Qualeup Hall - Building Expenses	$60	$0	0%	$0	$0	$0	$580
6224		Memorial Hall - Grounds Maintenance	$5,639	$4,209	18%	$0	$4,209	$0	$22,967
6226		Changerup Hall - Building Expenses	$22	$0	0%	$0	$0	$0	$22
6227		Boscabel Hall - Building Expenses	$200	$0	0%	$0	$0	$0	$1,010
6232		All Halls - Cutlery & Crockery	$500	$0	0%	$0	$0	$0	$2,000
6324		RSL Hall - Building Maintenance	$392	$716	31%	$0	$716	$0	$2,325
6146		Interest on Loan - Loan 146 & 149	$0	$0	0%	$0	$0	$0	$16,270
6147		Loan Guarantee Fee - Loan 146 & 149	$0	$1,503	59%	$0	$1,503	$0	$2,545
016D		Public Halls Building Depreciation	$0	$0	0%	$0	$0	$0	$68,733
		Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP	$25,531	$23,786		$0	$23,786	$0	$159,294
		OPERATING INCOME							
6203		Memorial Hall Rentals	($411)	($573)	35%	($573)	$0	($1,645)	$0
6213		RSL Hall Rentals	($282)	($90)	8%	($90)	$0	($1,130)	$0
6253		Other Halls Contributions	$0	($180)		($180)	$0	$0	$0
		Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC	($694)	($843)		($843)	$0	($2,775)	$0
		Total - PUBLIC HALL & CIVIC CENTRES	$24,837	$22,944		($843)	$23,786	($2,775)	$159,294

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER RECREATION & SPORT							
		OPERATING EXPENDITURE							
6362		Kojonup Springs Conveniences	$6,627	$7,123	28%	$0	$7,123	$0	$25,663
6364		Kojonup Springs Grounds Maintenance	$5,254	$5,177	25%	$0	$5,177	$0	$21,018
6372		Apex Park Conveniences - Operating	$13,769	$13,908	27%	$0	$13,908	$0	$51,779
6373		Apex Park Conveniences - Building Maint	$689	$56	2%	$0	$56	$0	$2,755
6374		Apex Park - Grounds Maint	$20,488	$8,413	10%	$0	$8,413	$0	$85,148
6382		Railway Reserve Conveniences	$794	$712	26%	$0	$712	$0	$2,697
6392		Newstead Park - Grounds Maint	$2,749	$1,470	13%	$0	$1,470	$0	$10,996
6394		Railway Reserve Grounds Maint	$7,559	$4,452	16%	$0	$4,452	$0	$27,353
6402		Sports Complex - Netball Conveniences	$3,033	$2,325	23%	$0	$2,325	$0	$10,005
6403		Sports Complex - Netball Area Maint	$1,075	$2,789	65%	$0	$2,789	$0	$4,300
6404		Sports Complex - Grounds Maint	$51,631	$36,975	18%	$0	$36,975	$0	$206,532
6408		Sports Complex - Conveniences	$1,688	$2,598	38%	$0	$2,598	$0	$6,753
6412		Hillman Park - Grounds Maint	$5,378	$1,125	5%	$0	$1,125	$0	$21,512
6414		Sports Complex - Reticulation	$5,294	$44	0%	$0	$44	$0	$21,178
6415		Oval Lighting	$1,304	$3,844	92%	$0	$3,844	$0	$4,200
6422		Kojonup Bk (Piesse Park) - Grounds Maint	$5,857	$756	3%	$0	$756	$0	$23,428
6425		Sports Complex - Hockey Club Building	$422	$673	40%	$0	$673	$0	$1,690
6434		Turkey Nest Dam Maintenance	$3,045	$454	4%	$0	$454	$0	$10,413
6435		Water - Showgrounds Maint	$878	$0	0%	$0	$0	$0	$3,513
6444		Muradup Townsite Grounds	$1,719	$1,455	21%	$0	$1,455	$0	$6,875
6452		Playground Safety & Minor Upgrades	$224	$0	0%	$0	$0	$0	$895
6454		Kojonup Town Entrances	$1,186	$1,525	32%	$0	$1,525	$0	$4,745
6474		Industrial Area Slashing & Spraying	$115	$0	0%	$0	$0	$0	$460
6477		Sports Complex - Utilities & Insurance	$11,685	$7,097	38%	$0	$7,097	$0	$18,531
6479		Pistol Club Maintenance	$165	$0	0%	$0	$0	$0	$15,165
6492		Myrtle Benn Reserve	$25,307	$1,208	5%	$0	$1,208	$0	$25,995
6494		Sundry Reserves	$1,575	$376	8%	$0	$376	$0	$4,712
6496		Kojonup Golf Club Community Grant	$61	$0	0%	$0	$0	$0	$245
6552		Sports Complex - Cleaning	$1,702	$617	9%	$0	$617	$0	$6,808
6554		Sports Complex - Building Maint	$2,007	$4,301	54%	$0	$4,301	$0	$8,030
6558		Loan Guarantee Fee - Loans 134, 136, 142, 143	$0	$5,267	66%	$0	$5,267	$0	$8,015
6559		Recreation - Interest on Loans	$16,857	$16,857	40%	$0	$16,857	$0	$42,667
6592		Skate Park	$238	$235	33%	$0	$235	$0	$715
6792		Admin Allocation - Cash	$11,440	$8,067	18%	$0	$8,067	$0	$45,762
7107		Polocrosse Works Requested	$0	$0	0%	$0	$0	$0	$0
017D		Other Sport Buildings Depreciation	$0	$0	0%	$0	$0	$0	$372,812
		Sub Total - OTHER RECREATION & SPORT OP/EXP	$211,818	$139,896		$0	$139,896	$0	$1,103,365

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OPERATING INCOME							
6564		Kidsport Funding	($225)	($909)		($909)	$0	($900)	$0
6523		Complex Bldg Fees	($950)	($1,959)	52%	($1,959)	$0	($3,800)	$0
6553		Contribution-Dept Education - Oval	$0	($50,048)	139%	($50,048)	$0	($36,000)	$0
		Sub Total - OTHER RECREATION & SPORT OP/INC	($1,175)	($52,916)		($52,916)	$0	($40,700)	$0
		Total - OTHER RECREATION & SPORT	**$210,643**	**$86,979**		**($52,916)**	**$139,896**	**($40,700)**	**$1,103,365**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		SWIMMING AREAS & BEACHES							
		OPERATING EXPENDITURE							
6252		General Building Maintenance	$1,164	$143	3%	$0	$143	$0	$4,655
6254		Consumables & Minor Expenses	$500	$265	13%	$0	$265	$0	$2,000
6257		Utilities & Telephone	$10,478	$2,522	6%	$0	$2,522	$0	$40,042
6258		Insurance	$15,736	$11,760	75%	$0	$11,760	$0	$15,736
6261		Maintenance - Pool Building	$983	$60	2%	$0	$60	$0	$2,943
6262		Pool Grounds Maintenance	$5,473	$1,793	8%	$0	$1,793	$0	$21,892
6264		Swimming Pool - Chemicals	$3,200	$2,141	17%	$0	$2,141	$0	$12,800
6271		Non-Capital Purchases per 10yr Plan	$375	$0	0%	$0	$0	$0	$1,500
6272		Equipment Maintenance	$2,074	$6,192	75%	$0	$6,192	$0	$8,295
6274		Kiosk - COGS	$2,125	$0	0%	$0	$0	$0	$8,500
6352		Swimming Pool Salaries	$25,537	$0	0%	$0	$0	$0	$102,153
6353		Superannuation	$3,064	$0	0%	$0	$0	$0	$12,258
6354		Conferences & Training	$875	$0	0%	$0	$0	$0	$3,500
6292		Administration Allocated Cash	$11,440	$8,067	18%	$0	$8,067	$0	$45,762
050D		Depreciation Buildings	$0	$0	0%	$0	$0	$0	$53,991
		Sub Total - SWIMMING AREAS & BEACHES OP/EXP	$83,024	$32,943		$0	$32,943	$0	$336,027
		OPERATING INCOME							
6294		Pool Entry Fees	($1,750)	$0	0%	$0	$0	($7,000)	$0
6295		Pool Kiosk Sales	($2,750)	$0	0%	$0	$0	($11,000)	$0
6296		Pool Daily Entry Fees	($1,500)	$0	0%	$0	$0	($6,000)	$0
		Sub Total - SWIMMING AREAS & BEACHES OP/INC	($6,000)	$0		$0	$0	($24,000)	$0
		Total - SWIMMING AREAS & BEACHES	$77,024	$32,943		$0	$32,943	($24,000)	$336,027

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		TV & RADIO BROADCASTING & RETRANSMISSION							
		OPERATING EXPENDITURE							
6752		Television Translator	$36	$18	49%	$0	$18	$0	$36
6772		VHF Repeater Operating/Maintenance	$25	$0	0%	$0	$0	$0	$100
		Sub Total - TV & RADIO RETRANSMISSION OP/EXP	$61	$18		0	$18	$0	$136
		Total - TV & RADIO RETRANSMISSION	$61	$18		**$0**	**$18**	**$0**	**$136**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		LIBRARIES							
		OPERATING EXPENDITURE							
6812		Library Salaries	$2,980	$3,520	30%	$0	$3,520	$0	$11,919
6842		Superannuation	$357	$0	0%	$0	$0	$0	$1,430
6852		Emp Insurances (Lib)	$571	$3,170	555%	$0	$3,170	$0	$571
6862		Conference & Training (Lib)	$250	$0	0%	$0	$0	$0	$1,000
6882		Library Operating Expenses	$475	$332	17%	$0	$332	$0	$1,900
6892		Lib Software Licencing	$1,041	$0	0%	$0	$0	$0	$4,165
6902		Library Resource Purchases	$187	$0	0%	$0	$0	$0	$750
6903		Library Regional Activity Plan Contribution	$550	$0	0%	$0	$0	$0	$2,200
6942		Administration Allocated Cash	$5,720	$4,033	18%	$0	$4,033	$0	$22,881
6952		Administration Allocated Non-Cash	$637	$0	0%	$0	$0	$0	$2,547
		Sub Total - LIBRARIES OP/EXP	$12,769	$11,055		$0	$11,055	$0	$49,363
		OPERATING INCOME							
6973		Sundry Income	($4,500)	$0	0%	$0	$0	($18,000)	$0
6993		Be Connected Income	($1,050)	$0	0%	$0	$0	($4,200)	$0
		Sub Total - LIBRARIES OP/INC	($5,550)	$0		$0	$0	($22,200)	$0
		Total - LIBRARIES	$7,219	$11,055		$0	$11,055	($22,200)	$49,363

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		HERITAGE & OTHER CULTURE							
		OPERATING EXPENDITURE							
7012		Historical Soc. Rooms	$28	$30		$0	$30	$0	$170
7022		Old Military Barracks	$439	$240	14%	$0	$240	$0	$1,757
7024		Old Post Office - Building Maintenance	$1,001	$388	18%	$0	$388	$0	$2,109
7032		Elverd Cottage - Building Mtce	$508	$1,035	61%	$0	$1,035	$0	$1,686
7034		Elverd Cottage - Ground Maint	$881	$903	27%	$0	$903	$0	$3,348
7046		Old Post Office - Grounds Maintenance	$217	$0	0%	$0	$0	$0	$873
7106		Showgrounds - Building Maintenance	$3,758	$2,873	53%	$0	$2,873	$0	$5,442
7101		Annual Show - Works Assistance	$4,006	$2,689	17%	$0	$2,689	$0	$16,025
7103		Muradup & Jingalup War Memorials	$61	$0	0%	$0	$0	$0	$245
7222		Military Barracks - Ground Maint	$845	$1,255	44%	$0	$1,255	$0	$2,845
019D		Depreciation Buildings	$0	$0	0%	$0	$0	$0	$20,139
		Sub Total - OTHER CULTURE OP/EXP	$11,744	$9,413		$0	$9,413	$0	$54,639
		OPERATING INCOME							
		Sub Total - OTHER CULTURE OP/INC	$0	$0		$0	$0	$0	$0
		Total - OTHER CULTURE	$11,744	$9,413		$0	$9,413	$0	$54,639
		Total - RECREATION AND CULTURE	**$331,528**	**$163,351**		**($53,759)**	**$217,111**	**($89,675)**	**$1,702,824**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE							
		OPERATING EXPENDITURE							
7632		Town Streets - Drainage Mtce	$2,437	$8,133	83%	$0	$8,133	$0	$9,750
7652		Road Maintenance	$519	$0		$0	$0	$0	$2,075
7662		Bridge Maintenance	$82,322	$13,406	5%	$0	$13,406	$0	$255,931
7672		Footpath Maintenance	$2,987	$0	0%	$0	$0	$0	$11,950
7682		Lighting Of Streets	$15,647	$15,850	25%	$0	$15,850	$0	$62,590
7692		Depot Maint	$8,819	$13,150	53%	$0	$13,150	$0	$24,988
7694		Depot - Grounds & Nursery Maint	$6,182	$6,480	26%	$0	$6,480	$0	$24,730
7695		Depot - OHS Minor Items	$161	$0	0%	$0	$0	$0	$645
7704		Depot Cleaning	$15,220	$11,720	19%	$0	$11,720	$0	$60,882
RM01		Grading - Winter	$270,984	$261,657	24%	$0	$261,657	$0	$1,083,981
RM02		Grading - Summer	$40,936	$0	0%	$0	$0	$0	$163,750
RM03		Drainage Maintenance	$48,723	$140,575	72%	$0	$140,575	$0	$194,900
RM04		Bitumen Patching/Repair	$39,345	$45,098	29%	$0	$45,098	$0	$157,385
RM05		Guide Post & Signage	$23,068	$43,003	47%	$0	$43,003	$0	$92,275
RM06		Roadside Spraying	$5,369	$67,989	317%	$0	$67,989	$0	$21,475
RM08		Rural Limb & Tree Removal - Fallen	$32,213	$39,421	31%	$0	$39,421	$0	$128,856
RM10		Traffic Counter Transportation	$1,256	$430	9%	$0	$430	$0	$5,025
RM11		Kerb Maintenance	$1,452	$867	15%	$0	$867	$0	$5,810
RM15		Trees Rural Major Works	$7,503	$5,327	18%	$0	$5,327	$0	$30,013
RM16		Townsite-Kojonup-Verge Mtce	$19,124	$42,763	58%	$0	$42,763	$0	$73,300
RM17		Townsite Trees - General Mtce	$1,689	$0	0%	$0	$0	$0	$6,757
RM18		TOWNSITE TREES - UPGRADE, WATERING etc	$739	$532	18%	$0	$532	$0	$2,957
RM19		Townsite Trees - Pruning - Contractor	$2,981	$0	0%	$0	$0	$0	$11,925
RM20		Road Accident Recovery	$737	$0	0%	$0	$0	$0	$2,950
RM22		Removal of Street Trees	$1,134	$0	0%	$0	$0	$0	$4,535
RM23		Townsite Street Sweeping	$2,550	$0	0%	$0	$0	$0	$10,200
RM24		Carpark Line marking	$500	$0	0%	$0	$0	$0	$2,000
7701		Blackwood Rd Solar Dam Maintenance	$322	$0	0%	$0	$0	$0	$1,290
7702		Administration Allocated Cash	$200,200	$141,167	18%	$0	$141,167	$0	$800,832
7703		Plant Auction Selling Expenses	$125	$0	0%	$0	$0	$0	$500
020D		Depreciation on Road Assets	$0	$0	0%	$0	$0	$0	$4,100,743
		Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP	$835,247	$857,568		$0	$857,568	$0	$7,355,000

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OPERATING INCOME							
7405		Roads Grants RRG	($420,000)	($171,678)	12%	($171,678)	$0	($1,480,000)	$0
7415		NON-OPERATING GRANTS - REGIONAL ROAD SAFETY PROGRAM				$0	$0	$0	$0
7375		Main Roads WA Direct Grant	($268,716)	($268,716)	100%	($268,716)	$0	($268,716)	$0
7435		Roads to Recovery - Current Allocation	($268,000)	$0	0%	$0	$0	($1,580,143)	$0
7465		Government Road Grants - Blackspot Funding	$0	$0		$0	$0	$0	$0
		Sub Total - MTCE STREETS ROADS DEPOTS OP/INC	($956,716)	($451,098)		($451,098)	$0	($3,328,859)	$0
		Total - MTCE STREETS ROADS DEPOTS	($121,469)	$406,471		($451,098)	$857,568	($3,328,859)	$7,355,000

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		AERODROMES							
		OPERATING EXPENDITURE							
7762		Airport Building - Maintenance	$1,491	$788	20%	$0	$788	$0	$3,952
7761		Interest on Loan 141 (Airstrip)	$723	$723	51%	$0	$723	$0	$1,405
7764		Airport Building - Cleaning	$0	$265	0%	$0	$265	$0	$0
7771		Loan Guarantee Fee (Airstrip)	$0	$338	78%	$0	$338	$0	$435
7772		Airstrip Operations	$12	$0	0%	$0	$0	$0	$50
7774		Airstrip Ground Maintenance	$3,419	$5,663	41%	$0	$5,663	$0	$13,675
		Sub Total - AERODROMES OP/EXP	$5,646	$7,777		$0	$7,777	$0	$19,517
		OPERATING INCOME							
		Sub Total - AERODROMES OP/INC	$0	$0		$0	$0	$0	$0
		Total - AERODROMES	$5,646	$7,777		$0	$7,777	$0	$19,517
		Total - TRANSPORT	**($115,824)**	**$414,248**		**($451,098)**	**$865,346**	**($3,328,859)**	**$7,374,517**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		ECONOMIC SERVICES							
		RURAL SERVICES							
		OPERATING EXPENDITURE							
023D		Depreciation (Sch 13)	$0	$0	0%	$0	$0	$0	$4,259
8002		Water Standpipes	$11,011	$2,041	3%	$0	$2,041	$0	$62,820
8006		Rural Street Addressing	$25	$0	0%	$0	$0	$0	$100
		Sub Total - RURAL SERVICES OP/EXP	$11,036	$2,041		$0	$2,041	$0	$67,179
		OPERATING INCOME							
8003		Water Standpipe Charges	($5,000)	($4,021)	20%	($4,021)	$0	($20,000)	$0
		Sub Total - RURAL SERVICES OP/INC	($5,000)	($4,021)		($4,021)	$0	($20,000)	$0
		Total - RURAL SERVICES	$6,036	($1,980)		($4,021)	$2,041	($20,000)	$67,179

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	 Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	 Expense	ADOPTED BUDGET 2026-2027 Income	 Expense
		TOURISM AND AREA PROMOTION - KODJA PLACE							
		OPERATING EXPENDITURE							
8302		Salaries (Tour)	$39,007	$37,338	24%	$0	$37,338	$0	$156,035
8344		Superannuation - Visitors Centre	$7,290	$10,474	36%	$0	$10,474	$0	$29,163
8364		Tour Guide Expenses	$3,758	$60	0%	$0	$60	$0	$15,031
8322		Employee Insurances (Tour)	$11,648	$6,230	53%	$0	$6,230	$0	$11,648
8342		Conferences & Training	$475	$0	0%	$0	$0	$0	$1,900
8109		Story Area (Mosaic)	$0	$327	0%	$0	$327	$0	$0
8367		Story Area (Digital)	$0	$2,917	0%	$0	$2,917	$0	$0
8110		Catering	$325	$895	69%	$0	$895	$0	$1,300
8368		Activity (Educational)	$200	$1,883	235%	$0	$1,883	$0	$800
8126		Insurances - Various	$16,131	$8,066	50%	$0	$8,066	$0	$16,131
8152		Public Liability Insurance - Kodja Place	$12,013	$6,006	50%	$0	$6,006	$0	$12,013
8142		Printing, Stationary & Office Expenses	$2,630	$667	7%	$0	$667	$0	$9,380
8162		Building Maintenance	$2,167	$31	0%	$0	$31	$0	$8,670
8164		Utilities	$5,401	$5,058	31%	$0	$5,058	$0	$16,460
8166		Cleaning	$20,277	$13,314	16%	$0	$13,314	$0	$81,113
8172		Grounds Maintenance	$10,464	$4,901	12%	$0	$4,901	$0	$41,857
8174		Kodja Place Rose Maze Grounds Maint	$15,574	$29,161	47%	$0	$29,161	$0	$62,299
8192		Misc Expenses	$1,462	$251	4%	$0	$251	$0	$5,850
8358		Kodja Place Website	$500	$0	0%	$0	$0	$0	$2,000
8372		TOURIST ASSOC CONTRIBUTION	$0	$23	0%	$0	$23	$0	$0
8444		Retail Stock - COGS	$5,000	$5,860	29%	$0	$5,860	$0	$20,000
8394		Events & Exhibitions Expenses	$25,498	$27,425	27%	$0	$27,425	$0	$101,996
8395		Community Events Expenses	$6,250	$269		$0	$269	$0	$25,000
8412		General Administration Allocated Cash	$28,600	$20,167	18%	$0	$20,167	$0	$114,405
8422		General Administration Allocated Non-Cash	$509	$0	0%	$0	$0	$0	$2,038
022D		Depreciation	$0	$0	0%	$0	$0	$0	$66,099
055D		Depreciation	$0	$0	0%	$0	$0	$0	$2,520
		Sub Total - TOURISM & AREA PROMOTION KODJA OP/EXP	$215,181	$181,325		$0	$181,325	$0	$803,708

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OPERATING INCOME							
8205		Kodja Place - Visitor Fees	($832)	($911)	27%	($911)	$0	($3,330)	$0
8203		Kodja Place - Hire Fees	($539)	($545)	25%	($545)	$0	($2,155)	$0
8204		Tour Groups	($625)	($1,405)	56%	($1,405)	$0	($2,500)	$0
8207		Kodja Place - Activity Fees	($160)	$0	0%	$0	$0	($640)	$0
8223		Membership Fees & Brochure Racking	($217)	$0	0%	$0	$0	($870)	$0
8233		Events & Exhibitions Income	($1,250)	($1,643)	33%	($1,643)	$0	($5,000)	$0
8234		Community Events Income	($1,875)	($650)		($650)	$0	($7,500)	$0
8243		Retail Sales	($11,187)	($9,809)	22%	($9,809)	$0	($44,750)	$0
8263		Sales - Commissions	($1,125)	($2,532)	56%	($2,532)	$0	($4,500)	$0
8283		Contributions & Donations	($462)	($118)	6%	($118)	$0	($1,850)	$0
8284		RV Fee Income	($500)	($227)		($227)	$0	($2,000)	$0
8285		Trans WA Income	($20)	($173)		($173)	$0	($80)	$0
8293		Grants for Interprative Upgrade	$0	$0		$0	$0	$0	$0
		Sub Total - TOURISM & AREA PROMOTION KODJA OP/INC	($18,793)	($18,032)		($18,032)	$0	($75,175)	$0
		Total - TOURISM & AREA PROMOTION KODJA PLACE	$196,388	$163,293		($18,032)	$181,325	($75,175)	$803,708

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		TOURISM & AREA PROMOTION OTHER							
		OPERATING EXPENDITURE							
8101		Kojonup Marketing & Promotions	$2,270	$57	1%	$0	$57	$0	$6,180
8107		Great Southern Treasures	$0	$7,000	0%	$0	$7,000	$0	$0
8414		Wool Wagon	$62	$0	0%	$0	$0	$0	$250
8354		Subscriptions, Accreditation, etc.	$702	$541	19%	$0	$541	$0	$2,810
8374		Australia Day Breakfast	$500	$0	0%	$0	$0	$0	$2,000
8371		EV Charging Station	$225	$129	14%	$0	$129	$0	$900
8432		Railway Station Building Maintenance	$419	$0	0%	$0	$0	$0	$1,675
8402		Railway Station Building - Operating	$0	$0	0%	$0	$0	$0	$0
029D		Depreciation	$0	$0	0%	$0	$0	$0	$87,734
		Sub Total - TOURISM & AREA PROM OTHER OP/EXP	$4,179	$7,727		$0	$7,727	$0	$101,549
		OPERATING INCOME							
		Sub Total - TOURISM & AREA PROM OTHER OP/INC	$0	$0		$0	$0	$0	$0
		Total - TOURISM & AREA PROMOTION OTHER	**$4,179**	**$7,727**		**$0**	**$7,727**	**$0**	**$101,549**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		TOURISM & AREA PROMOTION - BLACK COCKATOO CAFÉ							
		OPERATING EXPENDITURE							
8502		Café Salaries	$103,385	$98,675	24%	$0	$98,675	$0	$413,558
8532		Café Superannuation	$12,406	$12,427	25%	$0	$12,427	$0	$49,627
8534		Café Utilities	$9,706	$20,087	61%	$0	$20,087	$0	$33,145
8535		Café Workers Compensation Insurance	$19,820	$3,170		$0	$3,170	$0	$19,820
8546		Café Minor Equipment & Repairs	$1,000	$2,347	59%	$0	$2,347	$0	$4,000
8554		Café Other Minor Expenses	$1,250	$3,597	72%	$0	$3,597	$0	$5,000
8555		Café Uniforms & Safety Wear	$375	$249	17%	$0	$249	$0	$1,500
8556		Café Telephone & IT	$292	$302	26%	$0	$302	$0	$1,170
8557		Café Building Maintenance	$1,331	$2,901	54%	$0	$2,901	$0	$5,325
8564		Café Other Employment Costs	$120	$138	29%	$0	$138	$0	$480
8567		Cost of Goods Sold - Food Supplies Purchased	$74,997	$72,305	24%	$0	$72,305	$0	$300,000
		Sub Total - TOURISM & AREA PROM CAFE OP/EXP	$224,683	$216,198		$0	$216,198	$0	$833,625
		OPERATING INCOME							
8503		Trading Income	($207,492)	($205,944)	0%	($205,944)	$0	($830,000)	$0
8533		Catering	($1,000)	($445)	0%	($445)	$0	($4,000)	$0
		Sub Total - TOURISM & AREA PROM CAFE OP/INC	($208,492)	($206,388)		($206,388)	$0	($834,000)	$0
		Total - TOURISM & AREA PROMOTION CAFÉ	**$16,191**	**$9,810**		**($206,388)**	**$216,198**	**($834,000)**	**$833,625**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		BUILDING CONTROL							
		OPERATING EXPENDITURE							
8612		Vehicle Operating Bld Control	$2,302	$4,613	50%	$0	$4,613	$0	$9,208
8622		Building Control Expenses	$4,250	$1,200	7%	$0	$1,200	$0	$17,000
8672		Admin Realloc Cash (Bldg)	$5,720	$4,033	18%	$0	$4,033	$0	$22,881
8682		Admin Realloc Non Cash (Bldg)	$509	$0	0%	$0	$0	$0	$2,038
		Sub Total - BUILDING CONTROL OP/EXP	$12,781	$15,038		$0	$15,038	$0	$51,127
		OPERATING INCOME							
8653		Building Licence Fees	($1,200)	($1,548)	32%	($1,548)	$0	($4,800)	$0
8663		Bcitf & Brb Commissions	($32)	$1,628	-1253%	$1,628	$0	($130)	$0
		Sub Total - BUILDING CONTROL OP/INC	($1,232)	$81		$81	$0	($4,930)	$0
		Total - BUILDING CONTROL	$11,549	$15,119		$81	$15,038	($4,930)	$51,127

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER ECONOMIC SERVICES							
		OPERATING EXPENDITURE							
8011		Wash Down Bay - Repairs	$1,903	$344	5%	$0	$344	$0	$7,099
8807		Wash Down Bay - Utility Charges	$1,342	$1,140	19%	$0	$1,140	$0	$6,027
8800		Saleyards - Ground Maintenance	$3,670	$4,642	32%	$0	$4,642	$0	$14,680
8808		Saleyards - Insurances	$359	$179	50%	$0	$179	$0	$359
8802		Saleyards - Other	$50	$24	12%	$0	$24	$0	$200
8872		Loan Guarantee Fee	$870	$921	64%	$0	$921	$0	$1,450
8862		Subdivision - Interest on Loans	$0	$0	0%	$0	$0	$0	$9,402
		Sub Total - OTHER ECONOMIC SERVICES OP/EXP	$8,194	$7,250		$0	$7,250	$0	$39,217
		OPERATING INCOME							
8013		Washdown Bay Fees	($3,000)	($783)	7%	($783)	$0	($12,000)	$0
		Sub Total - OTHER ECONOMIC SERVICES OP/INC	($3,000)	($783)		($783)	$0	($12,000)	$0
		Total - OTHER ECONOMIC SERVICES	$5,194	$6,467		($783)	$7,250	($12,000)	$39,217
		Total - ECONOMIC SERVICES	**$239,537**	**$200,436**	**$0**	**($229,143)**	**$429,580**	**($946,105)**	**$1,896,405**

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER PROPERTY AND SERVICES							
		PRIVATE WORKS							
		OPERATING EXPENDITURE							
9002		Private Works	$1,566	$0	0%	$0	$0	$0	$6,264
		Sub Total - PRIVATE WORKS OP/EXP	$1,566	$0		$0	$0	$0	$6,264
		OPERATING INCOME							
9003		Private Works Income	($1,566)	$932	-15%	$932	$0	($6,264)	$0
		Sub Total - PRIVATE WORKS OP/INC	($1,566)	$932		$932	$0	($6,264)	$0
		Total - PRIVATE WORKS	**$0**	**$932**		**$932**	**$0**	**($6,264)**	**$6,264**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		PUBLIC WORKS OVERHEADS							
		OPERATING EXPENDITURE							
9022		Salaries-Works Crew Supervisors; Assistants	$114,456	$102,957	22%	$0	$102,957	$0	$457,842
9042		Superannuation (Works Crew Supervisors)	$13,735	$2,705	5%	$0	$2,705	$0	$54,941
9052		Conferences & Training (Supervisors)	$0	$0	0%	$0	$0	$0	$0
9062		Workers Comp Insurances (Supervisors)	$21,943	$3,170	14%	$0	$3,170	$0	$21,943
9072		Other Staff Expenses (Inc. FBT)	$9,012	$0	0%	$0	$0	$0	$36,050
9502		Allowances	$8,444	$8,837	26%	$0	$8,837	$0	$33,778
9082		Vehicle Operating	$6,625	$7,896	30%	$0	$7,896	$0	$26,600
9084		Consulting Technical	$4,000	$400	3%	$0	$400	$0	$16,000
9092		Office Expenses	$3,000	$4,398	37%	$0	$4,398	$0	$12,000
9094		Minor Equipment/Consumables	$2,050	$0	0%	$0	$0	$0	$8,200
9095		RAMM Inventory	$3,475	$13,715	99%	$0	$13,715	$0	$13,900
9102		Works Training	$7,550	$7,070	23%	$0	$7,070	$0	$30,200
9112		Meetings	$1,850	$0	0%	$0	$0	$0	$7,400
9122		Annual Leave	$38,881	$105,698	68%	$0	$105,698	$0	$155,532
9132		Public Holidays	$19,440	$0	0%	$0	$0	$0	$77,765
9142		Sick Leave	$19,440	$41,579	53%	$0	$41,579	$0	$77,765
9152		Superannuation	$46,343	$63,227	34%	$0	$63,227	$0	$185,381
9162		Workers Comp Ins (Works Crew)	$69,251	$38,095	55%	$0	$38,095	$0	$69,251
9172		Staff Functions	$375	$0	0%	$0	$0	$0	$1,500
9182		General Insurances PWOH (Works Crew)	$7,295	$3,805	52%	$0	$3,805	$0	$7,295
9192		Long Service Leave	$0	$8,606	0%	$0	$8,606	$0	$0
9202		Safety Equipment & P.P.E.	$6,000	$7,230	30%	$0	$7,230	$0	$24,000
9262		Emp Insurances - Pwo	$8,778	$4,389	50%	$0	$4,389	$0	$8,778
9286		Cleaners - Superannuation	$3,463	$2,806	20%	$0	$2,806	$0	$13,853
9254		Cleaners - Administration	$1,321	$4,002	76%	$0	$4,002	$0	$5,284
9332		Admin Non Cash Realloc (Pwo)	$15,281	$0	0%	$0	$0	$0	$61,125
9422		Sundry Plant Recovery - Automatic Recoveries	$6,000	$7,659	32%	$0	$7,659	$0	$24,000
9423		Salaries-Property Supervisors; Assistants	$48,188	$53,725		$0	$53,725	$0	$192,758
9425		Superannuation (Property)	$16,873	$12,802		$0	$12,802	$0	$67,494
9426		Workers Comp Insurances (Property)	$29,831	$14,916		$0	$14,916	$0	$29,831
9427		Allowances (Property)	$6,136	$1,047		$0	$1,047	$0	$24,545
9428		Leave - Annual, Sick, LSL, PH (Property)	$20,233	$0		$0	$0	$0	$80,936
9429		General Insurances PWOH (Property)	$0	$0		$0	$0	$0	$0
9430		Staff Training (Property)	$2,500	$1,410		$0	$1,410	$0	$10,000
9312		Less Allocated To Works & Services	($458,968)	($504,533)	27%	$0	($504,533)	$0	($1,835,947)
		Sub Total - PUBLIC WORKS O/HEADS OP/EXP	$102,800	$17,608		$0	$17,608	$0	$0

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OPERATING INCOME							
		Sub Total - PUBLIC WORKS O/HEADS OP/INC	$0	$0		$0	$0	$0	$0
		Total - PUBLIC WORKS OVERHEADS	**$102,800**	**$17,608**		**$0**	**$17,608**	**$0**	**$0**
		PLANT OPERATION COSTS							
		OPERATING EXPENDITURE							
9372		Repair Wages & Overheads	$27,625	$0	0%	$0	$0	$0	$110,503
9352		Tyres & Tubes	$8,500	$4,903	14%	$0	$4,903	$0	$34,000
9344		Vehicle Tracking	$5,625	$5,551	25%	$0	$5,551	$0	$22,500
9362		Parts,Ext Work & Sundries	$42,498	$44,746	26%	$0	$44,746	$0	$170,000
9382		Vehicles - Insurance	$54,757	$41,863	76%	$0	$41,863	$0	$54,757
9386		Vehicles - Licences	$0	$0	0%	$0	$0	$0	$22,000
9342		Fuels & Oils	$81,247	$94,599	29%	$0	$94,599	$0	$325,000
9363		Purchase of Tools	$1,750	$689	10%	$0	$689	$0	$7,000
9402		Less Poc Allocated To W. & S.	($186,433)	($175,422)	24%	$0	($175,422)	$0	($745,760)
021D		Depreciation (Sch 12)	$0	$0	0%	$0	$0	$0	$319,072
025D		Depreciation W/Back	($79,765)	($104,272)	33%	$0	($104,272)	$0	($319,072)
		Sub Total - PLANT OPERATIONS COSTS OP/EXP	($44,196)	($87,343)		$0	($87,343)	$0	$0
		OPERATING INCOME							
9373		Income - Contribution Plant Op Costs	$0	$0		$0	$0	$0	$0
		Sub Total - PLANT OPERATIONS COSTS OP/INC	$0	$0		$0	$0	$0	$0
		Total - PLANT OPERATIONS COSTS	($44,196)	($87,343)		$0	($87,343)	$0	$0

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		OTHER PROPERTY AND SERVICES							
		SALARIES AND WAGES							
		OPERATING EXPENDITURE							
9482		Salaries & Wages Drawn	$1,144,459	$0	0%	$0	$0	$0	$4,578,018
9492		Workers Compensation	$2,250	$28,024	311%	$0	$28,024	$0	$9,000
9512		Salary & Wage Alloc To W. & S.	($1,144,459)	$0	0%	$0	$0	$0	($4,578,018)
		Sub Total - SALARIES AND WAGES OP/EXP	$2,250	$28,024		$0	$28,024	$0	$9,000
		OPERATING INCOME							
9493		Workers Compensation Income	($2,250)	$0	0%	$0	$0	($9,000)	$0
		Sub Total - SALARIES AND WAGES OP/INC	($2,250)	$0		$0	$0	($9,000)	$0
		Total - SALARIES AND WAGES	($0)	$28,024		$0	$28,024	($9,000)	$9,000

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		UNCLASSIFIED							
		OPERATING EXPENDITURE							
9572		Land Survey & Leasing	$750	$0	0%	$0	$0	$0	$3,000
9682		Misc Expenses-Other Property	$2,330	$1,088	45%	$0	$1,088	$0	$2,405
9687		LOSS ON LG HOUSE UNIT TRUST	$0	$0		$0	$0	$0	$0
024D		Depreciation on Assets	$0	$0	0%	$0	$0	$0	$17,996
		Sub Total - UNCLASSIFIED OP/EXP	$3,080	$1,088		$0	$1,088	$0	$23,401
		OPERATING INCOME							
9627		Sundry Inc - Insurance Premium Refund	$0	$0	0%	$0	$0	$0	$0
9683		Lease Of Ksc Properties	($3,275)	$0	0%	$0	$0	($13,100)	$0
9684		PROFIT ON LG HOUSE UNIT TRUST	$0	$0	0%	$0	$0	$0	$0
9695		Recoverable Costs Income	$0	$521	0%	$521	$0	$0	$0
		Sub Total - UNCLASSIFIED OP/INC	($3,275)	($17,155)		($17,155)	$0	($13,100)	$0
		Total - UNCLASSIFIED	($195)	($16,067)		($17,155)	$1,088	($13,100)	$23,401
		Total - OTHER PROPERTY AND SERVICES	**$58,409**	**($56,846)**		**($16,223)**	**($40,623)**	**($28,364)**	**$38,665**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		FUND TRANSFERS							
		EXPENDITURE							
99R1		Tfr to Employee Leave Res.	$376	$1,010	67%	$0	$1,010	$0	$1,505
99R1		Transfer To Plant Res.	$342	$809	59%	$0	$809	$0	$1,370
99R1		Transfer to Low Income Housing Res.	$115	$310	67%	$0	$310	$0	$460
99R1		Transfer to Sporting Facility Res.	$0	$0	0%	$0	$0	$0	$0
99R1		Transfer to Landfill Waste Mgmt Res.	$111	$297	67%	$0	$297	$0	$445
99R1		Transfer to Community Grants Res.	$14	$36	66%	$0	$36	$0	$55
99R1		Transfer To Independent Living Units Res.	$219	$588	67%	$0	$588	$0	$875
99R1		Transfer to Natural Resource Mgmt Res.	$135	$362	67%	$0	$362	$0	$539
99R1		Transfer To Swimming Pool Res.	$0	$0	0%	$0	$0	$0	$0
99R1		Transfer to Kodja Place Building Res.	$30	$66	55%	$0	$66	$0	$120
99R1		Transfer to Sporting Complex Building Upgrade Res.	$0	$280	1%	$0	$280	$0	$20,365
99R1		Transfer to Muradup Community Reserve	$0	$217		$0	$217	$0	$0
		Sub Total - TRANSFERS TO RESERVE	$1,342	$3,976		$0	$3,976	$0	$25,734
		INCOME							
99R0		Transfer from Sporting facility reserve	$0	$0	0%	$0	$0	($15,000)	$0
99R0		Transfer from Independent living units reserve	$0	$0	0%	$0	$0	($10,000)	$0
99R0		Transfer from Independent Living Units Res.	$0	$0	0%	$0	$0	($10,000)	$0
99R0		Transfer from Plant Reseve	$0	$0	0%	$0	$0	($120,000)	$0
		Sub Total - TRANSFERS FROM RESERVE	$0	$0		$0	$0	($155,000)	$0
		Total - TRANSFERS	$1,342	$3,976		$0	$3,976	($155,000)	$25,734
		Total - FUND TRANSFER	**$1,342**	**$3,976**		**$0**	**$3,976**	**($155,000)**	**$25,734**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		SURPLUS CARRIED FORWARD							
		NEW - (Surplus) / Deficit - Opening 1 July	($2,600,000)	($2,553,664)		($2,553,664)	$0	($2,600,000)	$0
		Sub Total - SURPLUS C/FWD	($2,600,000)	($2,553,664)		($2,553,664)	$0	($2,600,000)	$0
		Total - SURPLUS	($2,600,000)	($2,553,664)		**($2,553,664)**	**$0**	**($2,600,000)**	**$0**
		LIABILITY LOANS - PRINCIPAL REPAYMENT							
		EXPENDITURE							
New		Loan 150 - Communications tower	$18,343	$0	0%	$0	$0	$0	$37,100
New		Loan 137 - Medical Centre	$4,561	$4,561	50%	$0	$4,561	$0	$9,161
New		Loan 135 - Bagg St House	$0	$0	0%	$0	$0	$0	$11,083
New		Loan 140 - Staff Housing	$31,599	$31,599	50%	$0	$31,599	$0	$63,472
New		Loan 138 - GROH Housing	$58,556	$58,556	50%	$0	$58,556	$0	$117,534
New		Loan 144 - Staff Housing	$5,680	$5,680	50%	$0	$5,680	$0	$11,414
New		Loan 145 - GROH Housing	$5,680	$5,680	50%	$0	$5,680	$0	$11,414
New		Loan 148 - Staff Housing renovations	$0	$0	0%	$0	$0	$0	$17,237
New		Loan 134 - Sports Complex	$0	$0	0%	$0	$0	$0	$20,861
New		Loan 136 - Sports Complex Wall	$0	$0	0%	$0	$0	$0	$10,491
New		Loan 143 - Netball Courts & Roof	$29,089	$29,089	50%	$0	$29,089	$0	$58,596
New		Loan 142 - Oval Lighting	$0	$0	0%	$0	$0	$0	$25,663
New		Loan 146 - Harrison Place Toilets & Park	$0	$0	0%	$0	$0	$0	$38,989
New		Loan 149 - Harrison Place Toilets & Park	$0	$0	0%	$0	$0	$0	$18,550
New		Loan 141 - Airstrip Lighting	$5,293	$5,293	50%	$0	$5,293	$0	$10,627
New		Loan 147 - Land Development	$0	$0	0%	$0	$0	$0	$37,632
		Sub Total - LOAN REPAYMENTS	$158,801	$140,459		$0	$140,459	$0	$499,824
		INCOME							
		Sub-Total - LOAN PRINCIPAL REIMBURSEMENTS				**$0**	**$0**	**$0**	**$0**
		Total - NON CURRENT LIABILITIES	$158,801	$140,459		**$0**	**$140,459**	**$0**	**$499,824**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		NON CASH ITEMS EXCLUDED FROM OPERATING ACTIVITIES							
		Depreciation Written Back	$0	$0		$0	$0	$0	($5,601,650)
		WDV of Assets Written Back					$0	$0	$0
		Profit on Sale of Assets Written Back	$0	$0		$0	$0	$0	$0
		Write back on Land held for Resale	$0	$0		$0	$0	$0	$0
		Movement in Accrued Interest Expense	$0	$0		$0	$0	$0	$0
		Movement in LG House Unit Trust				$0	$0	$0	$0
		Movement in Deferred Pensioners				$0	$0	$0	$0
		Movement in Doubtful Debts	$0	$0		$0	$0	$0	($500)
		Sub Total - DEPRECIATION WRITTEN BACK	$0	$0		$0	$0	$0	($5,602,150)
		Total - NON CASH ITEMS	$0	$0		$0	$0	$0	($5,602,150)

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		FURNITURE AND EQUIPMENT							
		GOVERNANCE - CAPITAL EXPENDITURE							
C137		ICT Plan Implementation	$17,221	$244	0%	$0	$244	$0	$155,000
		Sub Total - CAPITAL WORKS	$17,221	$244		$0	$244	$0	$155,000
		Total - GOVERNANCE	$17,221	$244		$0	$244	$0	$155,000
		Total - FURNITURE AND EQUIPMENT	**$17,221**	**$244**		**$0**	**$244**	**$0**	**$155,000**

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		LAND HELD FOR RESALE							
		COMMUNITY AMENITIES							
		CAPITAL EXPENDITURE							
C310		Subdivision Construction	$0	$5,753	19%	$0	$5,753	$0	$30,000
		Sub Total - CAPITAL WORKS	$0	$5,753		$0	$5,753	$0	$30,000
		Total- COMMUNITY AMENITIES	$0	$5,753		$0	$5,753	$0	$30,000
		Total - LAND	**$0**	**$5,753**		**$0**	**$5,753**	**$0**	**$30,000**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		BUILDINGS							
		RECREATION AND CULTURE - CAPITAL EXPENDITURE							
C105		Memorial Hall Capital Expenditure	$0	$27,000		$0	$27,000	$0	$32,150
C295		SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE	$0	$18,020		$0	$18,020	$0	$18,000
		Sub Total - CAPITAL WORKS	$0	$45,020		$0	$45,020	$0	$50,150
		Total - RECREATION AND CULTURE	$0	$45,020		$0	$45,020	$0	$50,150
		Total - BUILDINGS	**$0**	**$45,020**		**$0**	**$45,020**	**$0**	**$50,150**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		PLANT AND EQUIPMENT							
		COMMUNITY AMENITIES - CAPITAL EXPENDITURE							
6301		Cemetery Plant and Equipment	$0	$0		$0	$0	$0	$8,500
		Sub Total - CAPITAL WORKS	$0	$0		$0	$0	$0	$8,500
		Total - COMMUNITY AMENITIES	$0	$0		**$0**	**$0**	**$0**	**$8,500**
		PLANT AND EQUIPMENT							
		TRANSPORT							
		CAPITAL EXPENDITURE							
7604		Major Plant Purchases	$0	$0	0%	$0	$0	$0	$185,000
		Sub Total - CAPITAL WORKS	$0	$0		$0	$0	$0	$185,000
		Total - TRANSPORT	$0	$0		**$0**	$0	$0	$185,000
		Total - PLANT AND EQUIPMENT	**$0**	**$0**		**$0**	**$0**	**$0**	**$193,500**

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		INFRASTRUCTURE ASSETS - ROAD RESERVES							
		CAPITAL EXPENDITURE							
Roads to Recovery Projects									
C507	CJ507	RTR - Spring Street Asphalt	$0	$0		$0	$0	$0	$766,143
C509	CJ509	RTR - Soldier Road - Asphalt 24/25 C/Over	$0	$0		$0	$0	$0	$150,000
7424	R2R405	RTR - Old Broomehill Rd Seal Bridge Approach SLK 2.25	$0	$335		$0	$335	$0	$0
7424	R2R410	RTR - Mobrup Rd Reseal	$85,000	$1,555		$0	$1,555	$0	$85,000
7424	R2R411	RTR - Alger Rd Verge Maintenance	$0	$615		$0	$615	$0	$28,000
7424	R2R412	RTR - Anderson Rd Verge Maintenance	$0	$0		$0	$0	$0	$54,000
7424	R2R413	RTR - Armstrong Rd Verge Maintenance	$0	$0		$0	$0	$0	$8,000
7424	R2R414	RTR - Ashe Rd Verge Maintenance	$0	$0		$0	$0	$0	$25,000
7424	R2R415	RTR - Boilup North Rd Verge Maintenance	$0	$0		$0	$0	$0	$33,000
7424	R2R416	RTR - Dalton Rd Verge Maintenance	$0	$0		$0	$0	$0	$25,000
7424	R2R417	RTR - Delaney Rd Verge Maintenance	$0	$0		$0	$0	$0	$8,000
7424	R2R418	RTR - Denney Rd Verge Maintenance	$0	$0		$0	$0	$0	$9,000
7424	R2R419	RTR - Eatt Rd Verge Maintenance	$0	$0		$0	$0	$0	$37,000
7424	R2R420	RTR - Eriswell Rd Verge Maintenance	$0	$0		$0	$0	$0	$44,000
7424	R2R421	RTR - Grahams Wells Rd Verge Maintenance	$0	$29,328		$0	$29,328	$0	$15,000
7424	R2R422	RTR - Lowdon Rd Verge Maintenance	$60,000	$0		$0	$0	$0	$60,000
7424	R2R423	RTR - Neymerup Rd Verge Maintenance	$0	$0		$0	$0	$0	$25,000
7424	R2R424	RTR - Parker Rd Verge Maintenance	$0	$0		$0	$0	$0	$33,000
7424	R2R425	RTR - Pearce Rd Verge Maintenance	$0	$1,102		$0	$1,102	$0	$20,000
7424	R2R426	RTR - Potts Rd Verge Maintenance	$97,000	$33,369		$0	$33,369	$0	$97,000
7424	R2R427	RTR - Samson Rd Verge Maintenance	$26,000	$28,780		$0	$28,780	$0	$26,000
7424	R2R428	RTR - Tenner Rd Verge Maintenance	$0	$0		$0	$0	$0	$8,000
7424	R2R429	RTR - Tunney Rd Verge Maintenance	$0	$0		$0	$0	$0	$13,000
7424	R2R430	RTR - Wongerup Rd Verge Maintenance	$0	$0		$0	$0	$0	$11,000
RRG Projects									
7394	RRG005	RRG-Kojonup-Frankland Rd Reconstruct And Reseal	$0	$34,313	124%	$0	$34,313	$0	$27,639
7394	RRG006	RRG - Shamrock Rd Widening SLK 18.80- 22.04	$0	$2,500	0%	$0	$2,500	$0	$750,000
7394	RRG007	RRG - Darkan-Kojonup Rd Reseal SLK 0.00 - 1.90	$630,000	$198,216	31%	$0	$198,216	$0	$630,000
7394	RRG008	RRG - Kojonup-Frankland Rd Reseal, Widen SLK 29.00 - 31.00	$0	$0		$0	$0	$0	$225,000
7394	RRG009	RRG - Jingalup Rd Reseal, Widen SLK 4.00 - 6.00	$0	$1,178	0%	$0	$1,178	$0	$345,000
7394	RRG010	RRG - Kojonup-Frankland Rd Reseal, Widen SLK 31.00 - 33.00	$0	$0	0%	$0	$0	$0	$225,000
Municipal Fund Projects									
7484	RC003	Council - Thornbury Close Construction including fire road (Industrial Area)	$0	$191		$0	$191	$0	$0
7484	RC004	Jingalup Road Re-Alignment	$0	$0		$0	$0	$0	$30,000
		Sub Total - CAPITAL WORKS	$898,000	$331,483		$0	$331,483	$0	$3,812,782
		Total - ROADS	$898,000	$331,483		$0	$331,483	$0	$3,812,782
		Total - INFRASTRUCTURE ASSETS ROAD RESERVES	**$898,000**	**$331,483**		**$0**	**$331,483**	**$0**	**$3,812,782**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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

ACCOUNT	JOB		COMPARATIVES YEAR TO DATE 30 SEPTEMBER 2026 Budget	Actual	% of Annual Budget	ACTUAL 30 SEPTEMBER 2026 Income	Expense	ADOPTED BUDGET 2026-2027 Income	Expense
		INFRASTRUCTURE - PARKS - CAPITAL EXPENDITURE							
		RECREATION & CULTURE							
C357		Apex Park Playground	$0	$0	0%	$0	$0	$0	$38,500
		Sub-Total - CAPITAL WORKS	$0	$0		$0	$0	$0	$38,500
		Total - RECREATION & CULTURE	**$0**	**$0**		$0	$0	$0	$38,500
		Total - INFRASTRUCTURE PARKS	**$0**	**$0**		**$0**	**$0**	**$0**	**$38,500**
		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE							
		ECONOMIC SERVICES							
C054		Community Promotional Signage	$0	$840	1%	$0	$840	$0	$60,000
		Sub Total - CAPITAL WORKS	$0	$840		$0	$840	$0	$60,000
		Total - ECONOMIC SERVICES	$0	$840		**$0**	**$840**	**$0**	**$60,000**
		Total - INFRASTRUCTURE ASSETS - OTHER	**$0**	**$840**		**$0**	**$840**	**$0**	**$60,000**
		GRAND TOTALS	**($6,211,218)**	**($6,883,854)**		**($9,625,125)**	**$2,741,271**	**($14,077,444)**	**$14,077,444**

SHIRE OF KOJONUP

Detailed September 2026 Creditors List

Cheque Payments 1/9/26-30/9/26				
Chq/EFT	**Date**	**Name**	**Description**	**Amount**
14424	**08/09/2026**	**Water Corporation**	**Water**	**-29930.94**
9007692223 AUG26	20/08/2026	Water Corporation	Acc 9007692223 Water use Standpipe Stock Rd 22/6/26-19/8/26	979.63
9007693082 AUG26	20/08/2026	Water Corporation	Acc 9007693082 Water supply Depot 22/6/26-19/8/26	145.43
9010495140 AUG26	20/08/2026	Water Corporation	Acc 9010495140 Water supply Kodja Place/BCC 22/6/26-19/8/26	11927.69
9007692987 AUG26	21/08/2026	Water Corporation	Acc 9007692987 Water use Sports complex & oval 22/6/26-20/8/26	24.10
9007693146 AUG26	21/08/2026	Water Corporation	Acc 9007693146 Water use Wash down Bay 22/6/26-20/8/26	362.75
9007693330 AUG26	21/08/2026	Water Corporation	Acc 9007693330 Water use Swimming Pool Bay 22/6/26-20/8/26	1467.35
9007693349 AUG26	21/08/2026	Water Corporation	Acc 9007693349 Water use Railway toilets 22/6/26-20/8/26	202.12
9007693357 AUG26	21/08/2026	Water Corporation	Acc 9007693357 Water use Hockley clubrooms 22/6/26-20/8/26	30.12
9007693445 AUG26	21/08/2026	Water Corporation	Acc 9007693445 Water use Apex Park 22/6/26-20/8/26	1195.41
9007693509 AUG26	21/08/2026	Water Corporation	Acc 9007693590 Water use RSL Hall 22/6/26-20/8/26	128.83
9007693605 AUG26	21/08/2026	Water Corporation	Acc 9007693605 Water use Mens Shed 22/6/26-20/8/26	281.62
9007697710 AUG26	21/08/2026	Water Corporation	Acc 9007697710 Water use Newton St 22/6/26-20/8/26	92.34
9007697921 AUG26	21/08/2026	Water Corporation	Acc 9007697921 Water use 39 Vanzuilecom St 22/6/26-20/8/26, Acc 9007697921 Water service charge 39 Vanzuilecom St 1/7/26-31/8/26	394.13
9010045713 AUG26	21/08/2026	Water Corporation	Acc 9010045713 Water use 5A Vanzuilecom St 22/6/26-20/8/26	346.96
9010045721 AUG26	21/08/2026	Water Corporation	Acc 9010045721 Water use 5B Vanzuilecom St 22/6/26-20/8/26	286.81
9012927074 AUG26	21/08/2026	Water Corporation	Acc 9012927074 Water use 6 Elverd St 22/6/26-20/8/26	292.97
9012927082 AUG26	21/08/2026	Water Corporation	Acc 9012927082 Water use 4 Elverd St 22/6/26-20/8/26	499.16
9012927090 AUG26	21/08/2026	Water Corporation	Acc 901292090 Water use 2 Elverd St 22/6/26-20/8/26	416.35
9023555392 AUG26	21/08/2026	Water Corporation	Acc 9023555392 Water Usage 12A Elverd St 22/6/26-20/8/26, Acc 9023555392 Water service charge 12A Elverd St 1/7/26-31/8/26,	377.03
9023603884 AUG26	21/08/2026	Water Corporation	Acc 9023603884 Water Usage 8C Newton St 22/6/26-20/8/26, Acc 9023603884 Water service charge 8C Newton St 1/7/26-31/8/26	303.23
9023555405 AUG26	21/08/2026	Water Corporation	Acc 9023555405 Water Usage 12B Elverd St 22/6/26-20/8/26, Acc 9023555405 Water Service charge 12B Elverd St 1/7/26-31/8/26	382.50
9023606321 AUG26	21/08/2026	Water Corporation	Acc 9023606321 Water service charge 8A Newton St 1/7/26-31/8/26	286.81
9023606348 AUG26	21/08/2026	Water Corporation	Acc 9023606348 Water service charge 8B Newton St 1/7/26-31/8/26	286.81
9007699572 AUG26	25/08/2026	Water Corporation	Acc 9007699572 Water supply Cemetery 23/6/26-24/8/26	6.02
9021746216 AUG26	25/08/2026	Water Corporation	Acc 9021746216 Water service charge 15 Loton Cl 1/7/26-31/8/26	286.81
9007695694 AUG26	25/08/2026	Water Corporation	Acc 9007695694 Water use Old Post office 23/6/26-24/8/26	55.53
9007695715 AUG26	25/08/2026	Water Corporation	Acc 9007695715 Water use Spring toilets 23/6/26-24/8/26	171.33
9007695790 AUG26	25/08/2026	Water Corporation	Acc 9007695790 Water use & service charge Springhaven 23/6/26-24/8/26	2520.90
9007695803 AUG26	25/08/2026	Water Corporation	Acc 9007695803 Water use Soldier Rd house 1/7/26-31/8/26	286.81
9008790482 AUG26	25/08/2026	Water Corporation	Acc 9008790482 Water supply Murby St Centre 23/6/26-24/8/26	159.28
9021629554 AUG26	25/08/2026	Water Corporation	Acc 9021629554 Water service charge 1 Loton Cl 1/7/26-31/8/26	286.81
9023522881 AUG26	25/08/2026	Water Corporation	Acc 9023522881 Water service charge 79 Soldier Rd 1/7/26-31/8/26	202.35
9023522910 AUG26	25/08/2026	Water Corporation	Acc 9023522910 Water service charge 143 Loton Cl 1/7/26-31/8/26	286.81
9021629562 AUG26	25/08/2026	Water Corporation	Acc 9021629562 Water service charge 3 Loton Cl 1/7/26-31/8/26	286.81
9021629570 AUG26	25/08/2026	Water Corporation	Acc 9021629570 Water service charge 5 Loton Cl 1/7/26-31/8/26	286.81
9007695686 AUG26	25/08/2026	Water Corporation	Acc 9007695686 Water supply Playgroup 23/6/26-24/8/26	147.59
9021629589 AUG26	25/08/2026	Water Corporation	Acc 9021629589 Water service charge 7 Loton Cl 1/7/26-31/8/26	286.81
9021629597 AUG26	25/08/2026	Water Corporation	Acc 9021629597 Water service charge 9 Loton Cl 1/7/26-31/8/26	286.81
9021629618 AUG26	25/08/2026	Water Corporation	Acc 9021629618 Water service charge 11 Loton Cl 1/7/26-31/8/26	286.81
9021629626 AUG26	25/08/2026	Water Corporation	Acc 9021629626 Water Usage common residential ILU 23/6/26-24/8/26	278.87
9023737401 AUG26	26/08/2026	Water Corporation	Acc 9023737401 Water supply 26 Katanning Rd 24/6/26-25/8/26	541.62
9023737428 AUG26	26/08/2026	Water Corporation	Acc 9023737428 Water supply 28 Katanning Rd 1/7/26-31/8/26	286.81
9007696056 AUG26	26/08/2026	Water Corporation	Acc 9007696056 Water supply Telecentre 23/6/26-25/8/26	489.25
9007696101 AUG26	26/08/2026	Water Corporation	Acc 9007696101 Water supply Memorial Hall 23/6/26-25/8/26	389.87
9007696136 AUG26	26/08/2026	Water Corporation	Acc 9007696136 Water supply Memorial Hall 23/6/26-25/8/26	55.53
9007797797 AUG26	26/08/2026	Water Corporation	Acc 9007797797 Water supply Muradup Standpipe 24/6/26-25/8/26	67.12
90103212244 AUG26	26/08/2026	Water Corporation	Acc 9010312244 Water supply 34 Katanning Rd 24/6/26-25/8/26	420.28
9010312252 AUG26	26/08/2026	Water Corporation	Acc 9010312252 Water usage 30 Katanning Rd 24/6/26-25/8/26, Acc 9010312252 Water service charge 30 Katanning Rd 1/7/26-31/8/26	290.91
9012449121 AUG26	26/08/2026	Water Corporation	Acc 9012449121 Water supply admin office 23/6/26-25/8/26	92.02
9022950227 AUG26	26/08/2026	Water Corporation	Acc 9022950227 Water service charge Front 93 Bagg St 1/7/26-31/8/26	268.54

9022950235 AUG26	26/08/2026	Water Corporation	Acc 9022950235 Water service charge Rear 93 Bagg St 1/7/26-31/8/26	195.68
				29930.94

EFT Payments 1/9/26-30/9/26				
EFT38674	**04/09/2026**	**Air Liquide**	**Industrial gases**	**-26.06**
OU8572	31/07/2026	Air Liquide	Cylinder Fee 1/7/26-31/7/26 Arcal force	26.06
EFT38675	**04/09/2026**	**Allroads Transport Engineers formerly known as Allroads Motor Body Builders**	**Mechanical parts**	**-800.61**
4197	24/08/2026	Allroads Transport Engineers formerly known as Allroads Motor Body Builders	Ram for lowloader ramp & freight	800.61
EFT38676	**04/09/2026**	**Department of Fire & Emergency Services (DFES)**	**ESL Levy**	**-43787.40**
161569	21/08/2026	Department of Fire & Emergency Services (DFES)	2026/27 Quarter 1 ESL Levy	43787.40
EFT38677	**04/09/2026**	**Hi-Way Sales & Service**	**Fuel supplies**	**-63.05**
287819	28/08/2026	Hi-Way Sales & Service	6.22L ULP @ $2.26/L	14.05
287965	01/09/2026	Hi-Way Sales & Service	21.69L ULP @ $2.26/L	49.00
EFT38678	**04/09/2026**	**Kojonup Agricultural Supplies**	**Spraying supplies**	**-212.02**
IN20008887	12/08/2026	Kojonup Agricultural Supplies	Pressure relief valve and pressure gauge for spraying truck	212.02
EFT38679	**04/09/2026**	**Shire Of Katanning**	**Refuse site**	**-5773.32**
49284	11/08/2026	Shire Of Katanning	Waste Disposal - refuse site July 2026	5773.32
EFT38680	**04/09/2026**	**Telstra**	**Data charges**	**-8.71**
3916895091 AUG26	18/08/2026	Telstra	Avdata monitor - saleyards 17/7/26-17/8/26	8.71
EFT38681	**04/09/2026**	**Synergy**	**Electricity supply**	**-14222.32**
3105000056	14/08/2026	Synergy	Acc 269800510 Electricity supply Boscabel standpipe 24/4/26-27/5/26, Acc 105148670 Electricity supply Airstrip 17/4/26-23/6/26, Acc 647537230 Electricity supply Memorial Hall 8/7/26-11/8/26, Acc 338398720 Electricity supply 12A Elverd St 15/5/26-14/7/26, Acc 338398910 Electricity supply 12B Elverd St 15/5/26-14/7/26, Acc 810101920 Electricity supply Information Bay 16/5/26-14/7/26, Acc 269776860 Electricity supply 8 Soldier Rd 14/5/26-13/7/26, Acc 269776860 Electricity supply 8 Soldier Rd (ILUs) 14/5/26-13/7/26, Acc 337284750 Electricity supply Kodja place 11/7/26-10/8/26, Acc 339632390 Electricity supply 8C Newton St 15/5/26-14/7/26, Acc 354238990 Electricity supply 8B Newton St 14/5/26-14/7/26, Acc 108640990 Electricity supply Apex Park 15/5/26-14/7/26, Acc 145682100 Electricity supply 34 Katanning Rd 16/5/26-14/7/26, Acc 499920430 Electricity supply RSL Hall 15/5/26-14/7/26, Acc 510069810 Electricity supply Railway reserve toilets 13/5/26-21/6/26, Acc 310216670 Electricity supply Turkey nest dam 10/6/26-6/8/26, Acc 375969790 Electricity supply Swimming Pool 16/6/26-20/7/26, Acc 375969790 Electricity supply Sporting Complex 16/6/26-20/7/26, Acc 239108590 Electricity supply CWA building 16/5/26-13/7/26, Acc 250826500 Electricity supply 10 Bagg St units 14/5/26-14/7/26, Acc 356438440 Electricity supply BCC 14/5/26-14/7/26, Acc 361072390 Electricity supply 39 Vanzuilecom St 14/5/26-14/7/26, Acc 437847320 Electricity supply 30 Katanning Rd 16/5/26-14/7/26, Acc 467190880 Electricity supply Muradup Hall 23/4/26-1/7/26, Acc 392675750 Powerwatch 400HPS WP 1/7/26-31/7/26, Acc 542221630 Muradup Fire station 24/4/26-26/5/26, Acc 104306350 Admin 14/5/26-14/7/26	14222.32
EFT38682	**04/09/2026**	**BK Thomson Electrical Service**	**Electrician**	**-1792.68**
4433	08/08/2026	BK Thomson Electrical Service	Diagnose fault with lighting memorial hall	284.20
4465	25/08/2026	BK Thomson Electrical Service	Replace faulty LED driver and remote for Strip Lighting at Memorial hall	832.32
4473	27/08/2026	BK Thomson Electrical Service	Remove broken bollard light at the entry of complex - ready for replacement, Check broken airconditioner - Library, Repair faulty flickering external lights on admin building	676.16
EFT38683	**04/09/2026**	**BOC Gases**	**Industrial gases**	**-49.79**
4042490343	29/08/2026	BOC Gases	Container service 29/7/26-28/8/26 Industrial oxygen	49.79
EFT38684	**04/09/2026**	**St Bernards School**	**Primary school**	**-700.00**
REQ 20260902	02/09/2026	St Bernards School	St Bernartds paid invoice 34706 twice - repay overpayment	700.00
EFT38685	**04/09/2026**	**Avdata Australia**	**Water use**	**-10.00**
STATEMENT 10	21/08/2026	Avdata Australia	Water charges for 21/7/26 Stock Rd standpipe	10.00
EFT38686	**04/09/2026**	**State Library of Western Australia**	**Library services**	**-124.63**
RI043570	27/08/2026	State Library of Western Australia	Better Beginnings 2026-2027	124.63
EFT38687	**04/09/2026**	**Team Global Express Pty Ltd**	**Freight**	**-18.41**
0429-80774145	19/07/2026	Team Global Express Pty Ltd	Freight ex Westrac 14/7/26	18.41
EFT38688	**04/09/2026**	**NUTRIEN AG SOLUTIONS**	**Agricultural supplies**	**-5390.00**

915018637	25/08/2026	NUTRIEN AG SOLUTIONS	1,000L Genfarm Panzer 450 Glyphosate	5390.00
EFT38689	**04/09/2026**	**Ramped Technology & Management Systems Pty Ltd**	**ICT Monthly support service**	**-4526.50**
INV-17047	18/08/2026	Ramped Technology & Management Systems Pty Ltd	ICT Monthly support service - Aug 2026	4526.50
EFT38690	**04/09/2026**	**Department of Water and Environmental Regulations (DWER)**	**Department of Water**	**-434.50**
RI008370	07/08/2026	Department of Water and Environmental Regulations (DWER)	License fee	434.50
EFT38691	**04/09/2026**	**Clarke's Furniture & Kitchen Design**	**Cabinet making**	**-720.00**
3238	01/09/2026	Clarke's Furniture & Kitchen Design	Replacement screen Water fountain hockey club - Vandalised	720.00
EFT38692	**04/09/2026**	**Auscoinswest**	**Goods for sale**	**-293.70**
4090	18/08/2026	Auscoinswest	250 x Kojonup Souvenir coins to be sold at visitor centre shop	293.70
EFT38693	**04/09/2026**	**Katie Joy's Free Range Eggs**	**Eggs**	**-71.70**
340080	24/08/2026	Katie Joy's Free Range Eggs	10.5kg Eggs for Black Cockatoo Cafe	71.70
EFT38694	**04/09/2026**	**WA Hino Sales & Services**	**Mechanical parts**	**-573.38**
327780	24/08/2026	WA Hino Sales & Services	door seal	573.38
EFT38695	**04/09/2026**	**Grande Food Service**	**Food supplies**	**-4475.56**
4271450	26/08/2026	Grande Food Service	Food supplies for BCC	64.75
4271449	26/08/2026	Grande Food Service	Food supplies for BCC	2429.30
4271764	02/09/2026	Grande Food Service	Food supplies for BCC	1981.51
EFT38696	**04/09/2026**	**Leaf Bean Machine**	**Coffee supply & service**	**-841.79**
3570	24/08/2026	Leaf Bean Machine	Coffee supply & service, Coffee supply & service	841.79
EFT38697	**04/09/2026**	**Klopper Contracting T/A Ron Wright Bulldozing**	**Contracting**	**-67100.00**
IV3151	17/08/2026	Klopper Contracting T/A Ron Wright Bulldozing	Push and crush 5000m3 gravel as directed for Darkan Rd	67100.00
EFT38698	**04/09/2026**	**WA Contract Ranger Services**	**Contract Ranger**	**-3984.75**
7264	22/08/2026	WA Contract Ranger Services	Contract Ranger Services 11/8/26-20/8/26 34.5 hours	3984.75
EFT38699	**04/09/2026**	**IMCO Australasia (DOR Trading Pty Ltd)**	**Ashphalt repair**	**-5060.00**
INV-1874	24/08/2026	IMCO Australasia (DOR Trading Pty Ltd)	2 x pallets ashphalt repair Required 20 August 2026, 2 x pallets ashphalt repair Required 20 August 2026	5060.00
EFT38700	**04/09/2026**	**Women in Farming**	**REFUND BOND FOR HIRE OF MEMORIAL HALL**	**-600.00**
T190	03/09/2026	Women in Farming	REFUND BOND FOR HIRE OF MEMORIAL HALL	600.00
EFT38701	**04/09/2026**	**Bio Diverse Solutions**	**Environmental management and bushfire cusultants**	**-2620.75**
BDSA-02950	26/08/2026	Bio Diverse Solutions	Thornbury Close - Subdivision BAL report	2620.75
EFT38702	**04/09/2026**	**Zone 50 Engineering Surveys Pty Ltd**	**Engineering surveys**	**-12361.80**
INV-1988	18/08/2026	Zone 50 Engineering Surveys Pty Ltd	Survey services as per quotation Darkan Rd SLK 0.0 - 1.9 WALGA PSP 002-202 Items 1-5 complete, items 6-13 outstanding,	12361.80
EFT38703	**04/09/2026**	**Wagyl Kaip Southern Noongar Aboriginal Corporation**	**Ground maintenance**	**-9347.76**
INV-0351	27/08/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kodja Place ground maintenance - Rangers July 26	2148.44
INV-0356	27/08/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kodja Place Grounds Maintenance - Rangers Jun 26	2148.44
INV-0352	27/08/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kojonup Spring grounds maintenance July 26	1251.72
INV-0353	27/08/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kojonup Cemetary grounds maintenance - Rangers July 26	1273.72
INV-0355	27/08/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kojonup Spring Grounds Maintenance - Rangers June 26	1251.72
INV-0354	27/08/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kojonup Cemetary Grounds Maintenance - Rangers Jun 26	1273.72
EFT38704	**04/09/2026**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Milk products and fruit juices**	**-432.76**
244315947	25/08/2026	Harvey Fresh (1994) Ltd T/A Lactalis	Milk products and fruit juices for BCC Aug 2026, Service fee	432.76
EFT38705	**04/09/2026**	**Meg's Muffins**	**Catering**	**-36.00**
45	01/09/2026	Meg's Muffins	12 Muffins for staff function	36.00
EFT38706	**04/09/2026**	**Allwest Plant Hire Australia**	**Plant hire**	**-6912.40**
47823	31/07/2026	Allwest Plant Hire Australia	Hire of Multi Roller 7/7/26-31/7/26	6912.40
EFT38707	**04/09/2026**	**WA Fuel Supplies Pty Ltd**	**Fuel services**	**-748.00**
266451	21/08/2026	WA Fuel Supplies Pty Ltd	Replace low flow nozzle, supply steel spill crate and spill kit	748.00
EFT38708	**04/09/2026**	**Kojonup Auto Electrics (Lerrom Pty Ltd)**	**Auto electrician**	**-60.90**
8056	31/08/2026	Kojonup Auto Electrics (Lerrom Pty Ltd)	2 x Longlife globes H7 12V 55w	60.90
EFT38709	**04/09/2026**	**Pawprint Chocolates**	**Goods for sale**	**-583.96**

32178	26/08/2026	Pawprint Chocolates	50 x Various chocolate bars to be sold at The Black Cockatoo	583.96
EFT38710	**04/09/2026**	**Aussie Pool Covers**	**Pool cover**	**-19821.65**
6977	27/08/2026	Aussie Pool Covers	1 x 50m x 6m pool cover & 1 x 12m x 6m pool cover	19821.65
EFT38711	**04/09/2026**	**Mongrel Socks Pty Ltd**	**Goods for sale**	**-554.88**
19805	26/08/2026	Mongrel Socks Pty Ltd	Various sizes of coloured merino wool socks to be sold at Visitor Centre	554.88
EFT38712	**04/09/2026**	**Redgum River Pastoral Co**	**REFUND BOND FOR HIRE OF MEMORIAL HALL**	**-400.00**
T266	03/09/2026	Redgum River Pastoral Co	Redgum River Pastroral Co	400.00
EFT38713	**09/09/2026**	**WALGA (Western Australian Local Government Association)**	**Training**	**-715.00**
SI-020171	17/08/2026	WALGA (Western Australian Local Government Association)	Walga - Waste and Landfill - regulatory, operational and long term management requirements for landfill sites. Albany (no accomodation needed)	715.00
EFT38714	**09/09/2026**	**June Jones**	**Goods sold on commission**	**-12.00**
REQ AUG26	31/08/2026	June Jones	Goods sold on commission Kodja Place Aug 2026	12.00
EFT38715	**09/09/2026**	**Hi-Way Sales & Service**	**Bodywork repairs**	**-388.25**
287942	24/08/2026	Hi-Way Sales & Service	Clear polycarbonate for Grader repair	334.80
288010	02/09/2026	Hi-Way Sales & Service	23.66L ULP @ $2.26/L	53.45
EFT38716	**09/09/2026**	**Carony Pty Ltd**	**Hardware**	**-849.45**
1-03-190942	03/08/2026	Carony Pty Ltd	Glass cleaner & funnel	22.90
1-03-191085	04/08/2026	Carony Pty Ltd	16 x galvanised cup bolts	40.80
1-03-191051	04/08/2026	Carony Pty Ltd	SD memory card for trial cameras at pound	65.90
1-03-191115	05/08/2026	Carony Pty Ltd	Cable ties	44.25
1-03-191201	06/08/2026	Carony Pty Ltd	Mini mattock with fibreglass handle	19.25
1-03-191501	11/08/2026	Carony Pty Ltd	Light globes - Bagg St units	20.65
1-03-191683	13/08/2026	Carony Pty Ltd	20L Liquid chlorine	56.95
1-03-191798	14/08/2026	Carony Pty Ltd	Rubbish bins - food tubs for pound	55.90
1-03-192127	19/08/2026	Carony Pty Ltd	Cable ties	20.00
1-03-192339	21/08/2026	Carony Pty Ltd	3 x packs Cable ties, gorilla tape	89.40
1-03-192435	24/08/2026	Carony Pty Ltd	16L Mop bucket Red	76.00
1-03-192434	24/08/2026	Carony Pty Ltd	16L Mop bucket green	76.00
1-03-192433	24/08/2026	Carony Pty Ltd	Trial cameras - 10 pack AA batteries	34.10
1-03-192558	25/08/2026	Carony Pty Ltd	20L Liquid Chlorine	56.95
1-03-192524	25/08/2026	Carony Pty Ltd	Screwdriver set & compressed air	79.90
1-03-192902	31/08/2026	Carony Pty Ltd	Wheel pneumatic poly 300 x 8 - worklshop	70.50
1-03-192884	31/08/2026	Carony Pty Ltd	Cable ties 300 x 7.6mm 100 pack	20.00
EFT38717	**09/09/2026**	**Telstra**	**Telecommunications**	**-520.73**
3916895109 AUG26	25/08/2026	Telstra	Acc 3916895109 25/8/26-24/9/26 CEO mobile, Communications officer mobile, Swimming pool co-ordinator mobile, Works Manager, Foreman & Technical Officer mobile, TWIG Zone devices, CCTV Data charges, Standpipe controllers Data charges, Emergency phone	520.73
EFT38718	**09/09/2026**	**Kojonup Tyre Service**	**Tyres**	**-264.00**
INV-18437	03/09/2026	Kojonup Tyre Service	Repair 25 inch grader tyre, replace O ring	264.00
EFT38719	**09/09/2026**	**Kojonup Supermarket**	**Food supplies**	**-1582.49**
45 JUL26	31/07/2026	Kojonup Supermarket	Launch of Myrtle Benn Exhibit	121.39
45 JULY26	31/07/2026	Kojonup Supermarket	Kindy Cafe groceries, Groceries for KP, Groceries for KP events	151.64
800 AUG26	31/08/2026	Kojonup Supermarket	Groceries for BCC Sep 26	1309.46
EFT38720	**09/09/2026**	**Westrac Equipment**	**Mechanical parts**	**-417.43**
PI2631696	19/08/2026	Westrac Equipment	Idler bearing	417.43
EFT38721	**09/09/2026**	**Egabva Plumbing & Gas Service**	**Plumber**	**-4641.57**
05483	31/08/2026	Egabva Plumbing & Gas Service	Repair leaking toilet 34 Katanning Road	498.47
05484	31/08/2026	Egabva Plumbing & Gas Service	Repair constantly running toilet Apex park	193.60
05488	31/08/2026	Egabva Plumbing & Gas Service	Repair laundry taps 14 Loton Close	236.50
05489	31/08/2026	Egabva Plumbing & Gas Service	Leaking dishwasher BCC - Drain blockage in sink	196.30
05490	31/08/2026	Egabva Plumbing & Gas Service	Service gas oven Sports complex	778.80
05485	31/08/2026	Egabva Plumbing & Gas Service	Service 8 x gas heaters Memorial Hall & Lesser Hall, service 1 x gas HWS and 2 x gas stove. replace solenoid coils, electronic control board	2737.90
EFT38722	**09/09/2026**	**Lotex Filter Cleaning Service**	**Mechanical parts**	**-65.14**
13217	07/08/2026	Lotex Filter Cleaning Service	3 x filters	65.14
EFT38723	**09/09/2026**	**Winc Australia Pty Ltd**	**Stationery**	**-18.74**
9050816349	03/07/2026	Winc Australia Pty Ltd	12 x file dividers	18.74
EFT38724	**09/09/2026**	**Qualeup Bush Fire Brigade**	**Bushfire brigade**	**-128.00**
REQ 20260907	07/09/2026	Qualeup Bush Fire Brigade	GST refund to Qualeup Bushfire brigade - from July 2026	128.00
EFT38725	**09/09/2026**	**Team Global Express Pty Ltd**	**Freight**	**-218.06**
0433-80774145	30/08/2026	Team Global Express Pty Ltd	Freight ex WA Hino 21/8/26, Freight ex WA Hino 24/8/26, Freight ex Westrac 26/8/26, Freight ex Westrac 27/8/26	218.06
EFT38726	**09/09/2026**	**Cemeteries & Crematoria Association of WA (CCAWA)**	**Association**	**-130.00**

2002	13/08/2026	Cemeteries & Crematoria Association of WA (CCAWA)	Ordinary membership 2026-2027 - Cemeteries Association	130.00
EFT38727	**09/09/2026**	**NUTRIEN AG SOLUTIONS**	**Fencing supplies**	**-440.00**
915042102	29/08/2026	NUTRIEN AG SOLUTIONS	94cm galv fence droppers required for pegging out construction job	440.00
EFT38728	**09/09/2026**	**KOJONUP BMC EMBROIDERY**	**Staff uniforms**	**-234.00**
12281	18/08/2026	KOJONUP BMC EMBROIDERY	BCC staff uniforms - 4 x polo shirts and 2 x vests	234.00
EFT38729	**09/09/2026**	**PFD Foodservices Pty Ltd**	**Food & cleaning supplies**	**-3585.80**
LV688164	12/08/2026	PFD Foodservices Pty Ltd	Cleaning Expenses for BCC Aug 2026, Food Expenses for BCC Aug 2026	1771.30
LV756683	19/08/2026	PFD Foodservices Pty Ltd	Cleaning Expenses for BCC Aug 2026, Food Expenses for BCC Aug 2026	1814.50
EFT38730	**09/09/2026**	**Christie Leanne McVee**	**Goods sold on commission**	**-27.94**
REQ AUG26	31/08/2026	Christie Leanne McVee	Goods sold on commission Kodja Place Aug 2026	27.94
EFT38731	**09/09/2026**	**Development Cartographics**	**Map printing**	**-385.20**
7280	25/08/2026	Development Cartographics	Print 50 x A1 fire maps and postage	385.20
EFT38732	**09/09/2026**	**M & L Leusciatti & Sons**	**Gravel supplies**	**-24750.00**
INV-0326	04/09/2026	M & L Leusciatti & Sons	5000m3 Gravel - Darkan Kojonup Rd	24750.00
EFT38733	**09/09/2026**	**The Print Shop**	**Printing**	**-377.30**
946946	31/08/2026	The Print Shop	2000 A4 full colour letterheads & freight	377.30
EFT38734	**09/09/2026**	**Ramped Technology & Management Systems Pty Ltd**	**ICT support**	**-4556.49**
INV-17279	03/09/2026	Ramped Technology & Management Systems Pty Ltd	ICT Monthly support service - Sep 2026. Domain name renewal - kojonupvisitors.com.au	4556.49
EFT38735	**09/09/2026**	**Margaret Rae Hill**	**Goods sold on commission**	**-70.00**
REQ AUG26	31/08/2026	Margaret Rae Hill	Goods sold on commission Kodja Place Aug 2026	70.00
EFT38736	**09/09/2026**	**Katie Joy's Free Range Eggs**	**Eggs**	**-286.80**
339804	10/08/2026	Katie Joy's Free Range Eggs	10.5kg Eggs for Black Cockatoo Cafe	71.70
339941	17/08/2026	Katie Joy's Free Range Eggs	2x 10.5kg Eggs for Black Cockatoo Cafe Aug 26	143.40
340218	31/08/2026	Katie Joy's Free Range Eggs	10.5kg Eggs for Black Cockatoo	71.70
EFT38737	**09/09/2026**	**WA Hino Sales & Services**	**Mechanical repairs**	**-1622.85**
HTCE172075	20/08/2026	WA Hino Sales & Services	Investigate the engine and ABS warning lights. Complete required repairs to KO163	1622.85
EFT38738	**09/09/2026**	**Dardanup Butchering Company**	**Meat**	**-1346.29**
BW424873	10/08/2026	Dardanup Butchering Company	Meat for BCC, Service Fee	859.46
BW425253	17/08/2026	Dardanup Butchering Company	Meat for BCC, Service Fee	486.83
EFT38739	**09/09/2026**	**Leaf Bean Machine**	**Coffee supply & service**	**-2016.85**
3356	17/08/2026	Leaf Bean Machine	Coffee supply & service	1127.51
3799	31/08/2026	Leaf Bean Machine	Coffee supply & service	889.34
EFT38740	**09/09/2026**	**Emily Charlotte Ann Stretch**	**Goods sold on commission**	**-23.22**
REQ AUG26	31/08/2026	Emily Charlotte Ann Stretch	Goods sold on commission Kodja Place Aug 2026	23.22
EFT38741	**09/09/2026**	**IMCO Australasia (DOR Trading Pty Ltd)**	**Asphalt repair**	**-5060.00**
INV-1879	04/09/2026	IMCO Australasia (DOR Trading Pty Ltd)	2 pallets asphalt repair September 2026	5060.00
EFT38742	**09/09/2026**	**Lilly's Garden**	**Goods for sale**	**-1002.00**
11	03/09/2026	Lilly's Garden	167 jars of assorted jams & chutneys to be sold at the Black Cockatoo	1002.00
EFT38743	**09/09/2026**	**3E Advantage Pty Ltd**	**Printing charges**	**-1558.63**
INV-324397-N4L5F4	26/08/2026	3E Advantage Pty Ltd	Printing charges Aug 2026	1558.63
EFT38744	**09/09/2026**	**Oztrology Australian Greeting cards**	**Goods sold on commission**	**-10.00**
REQ AUG26	31/08/2026	Oztrology Australian Greeting cards	Goods sold on commission Kodja Place Aug 2026	10.00
EFT38745	**09/09/2026**	**Tammy McVee T/as Fabric Covered Pots**	**Goods sold on commission**	**-65.00**
REQ AUG26	31/08/2026	Tammy McVee T/as Fabric Covered Pots	Goods sold on commission Kodja Place Aug 2026	65.00
EFT38746	**09/09/2026**	**Monique Sackers T/A 3 Bridges Collections**	**Goods sold on commission**	**-440.79**
REQ AUG26	31/08/2026	Monique Sackers T/A 3 Bridges Collections	Goods sold on commission Kodja Place Aug 2026	440.79
EFT38747	**09/09/2026**	**Energy Wise Australia C&F Building Approvals**	**Building Surveyors**	**-935.00**
INV-9424	31/08/2026	Energy Wise Australia C&F Building Approvals	Building Surveyors Aug 2026 2 x Building application lodgements, extension application	935.00
EFT38748	**09/09/2026**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Milk products and fruit juices**	**-1815.68**
244216972	11/08/2026	Harvey Fresh (1994) Ltd T/A Lactalis	Milk products and fruit juices for BCC Aug 2026, Service fee Aug 2026	559.11
244248961	17/08/2026	Harvey Fresh (1994) Ltd T/A Lactalis	Milk products and fruit juices for BCC Aug 2026, Service fee Aug 2026	695.74
244364568	02/09/2026	Harvey Fresh (1994) Ltd T/A Lactalis	Milk products and fruit juices for BCC Sep 2026, Service fee Sep 2026	560.83
EFT38749	**09/09/2026**	**QHSE Integrated Solution (Skytrust)**	**WHS system**	**-548.90**
INV-46273	18/08/2026	QHSE Integrated Solution (Skytrust)	WHS - Skytrust software August 2026	548.90

EFT38750	**09/09/2026**	**Hilary Phillips-Ryley**	**Goods sold on commission**	**-20.00**
REQ AUG26	31/08/2026	Hilary Phillips-Ryley	Goods sold on commission Kodja Place Aug 2026	20.00
EFT38751	**09/09/2026**	**Meg's Muffins**	**Catering**	**-2625.00**
44	25/08/2026	Meg's Muffins	Catering for Memorial Hall Centenary - Saturday 22 August 2026	2625.00
EFT38752	**09/09/2026**	**Carmen Pickett**	**Goods sold on commission**	**-200.00**
REQ AUG26	31/08/2026	Carmen Pickett	Goods sold on commission Kodja Place Aug 2026	200.00
EFT38753	**09/09/2026**	**Tracey Reeves - trading as Wonky Wombat**	**Goods sold on commission**	**-22.00**
REQ AUG26	31/08/2026	Tracey Reeves - trading as Wonky Wombat	Goods sold on commission Kodja Place Aug 2026	22.00
EFT38754	**09/09/2026**	**Allwest Plant Hire Australia**	**Plant hire**	**-5500.00**
48199	31/08/2026	Allwest Plant Hire Australia	Hire of Multi Roller 1/8/26-31/8/26	5500.00
EFT38755	**09/09/2026**	**Jack in the Box**	**Design work**	**-924.00**
12538	11/08/2026	Jack in the Box	'Kojonup' signage at the Airstrip	924.00
EFT38756	**09/09/2026**	**Mia Noanoa**	**Washing tea towels**	**-350.00**
23	08/09/2026	Mia Noanoa	Washing tea towels for BCC @ $50/week - 7 weeks 27/7/26-7/9/26	350.00
EFT38757	**09/09/2026**	**Marion Nelson**	**Goods sold on commission**	**-145.74**
REQ AUG26	31/08/2026	Marion Nelson	Goods sold on commission Kodja Place Aug 2026	145.74
EFT38758	**09/09/2026**	**Chrisea Designs - Christine Gregory**	**Goods sold on commission**	**-67.65**
REQ AUG26	31/08/2026	Chrisea Designs - Christine Gregory	Goods sold on commission Kodja Place Aug 2026	67.65
EFT38759	**09/09/2026**	**Julia Wade Pottery**	**Goods sold on commission**	**-54.73**
REQ AUG26	31/08/2026	Julia Wade Pottery	Goods sold on commission Kodja Place Aug 2026	54.73
EFT38760	**09/09/2026**	**Julie Ancans**	**Goods sold on commission**	**-100.00**
REQ AUG26	31/08/2026	Julie Ancans	Goods sold on commission Kodja Place Aug 2026	100.00
EFT38761	**09/09/2026**	**Mailing Solutions Pty Ltd**	**Mailing service**	**-99.83**
514479	07/08/2026	Mailing Solutions Pty Ltd	Mailing Solutions Postage for ESL Flyers	99.83
EFT38762	**09/09/2026**	**Meagan Gardiner - Semblance**	**Goods sold on commission**	**-52.27**
REQ AUG26	31/08/2026	Meagan Gardiner - Semblance	Goods sold on commission Kodja Place Aug 2026	52.27
EFT38763	**09/09/2026**	**Ita G. Wildflowers**	**Goods for sale**	**-60.00**
20260907	07/09/2026	Ita G. Wildflowers	x6 Orchid animal books to be sold at Visitor Centre	60.00
EFT38764	**17/09/2026**	**Payroll Deductions - Shire of Kojonup**	**Payroll Deductions**	**-585.00**
26/27 PP6 WEEK12	08/09/2026	Payroll Deductions - Shire of Kojonup	Pay Run 43 Sundry Rate Payers	585.00
EFT38765	**17/09/2026**	**Child Support Agency**	**Payroll Deductions/Contributions**	**-421.37**
43	10/09/2026	Child Support Agency	Child Support Deduction	421.37
EFT38766	**17/09/2026**	**Australian Services Union (MEU)**	**Payroll Deductions/Contributions**	**-133.50**
43	10/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	27.50
43	10/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	25.50
43	10/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	27.50
43	10/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	27.50
43	10/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	25.50
EFT38767	**17/09/2026**	**DL Consulting**	**Financial consultant**	**-8723.00**
1393	31/08/2026	DL Consulting	61 hours Financial consultant August 2026	8723.00
EFT38768	**17/09/2026**	**Hi-Way Sales & Service**	**Hardware**	**-283.00**
287865	31/08/2026	Hi-Way Sales & Service	2 x 1L 2 stroke oil, 1 x CMR6H spark plug, TOL8553 drill bit for soil sampling oval, Cloth tape, Windscreeen cleaner, 8.5kg gas swap, 6mm QF Air fitting, 1 x box L nitrile gloves, 1 x silicone all purpose	283.00
EFT38769	**17/09/2026**	**Kojonup Agricultural Supplies**	**Agricultural supplies**	**-661.21**
IN20009091	20/08/2026	Kojonup Agricultural Supplies	Marking Dye Red 5L	204.18
IN20009188	25/08/2026	Kojonup Agricultural Supplies	STIHL BLOWER BG 56 Z - serial number 549480324, METSULFURON 600 (BOW SAW) 500GM	417.03
IN20009202	25/08/2026	Kojonup Agricultural Supplies	Seal assembly for water pump	40.00
EFT38770	**17/09/2026**	**BK Thomson Electrical Service**	**Electrician**	**-275.14**
4487	01/09/2026	BK Thomson Electrical Service	Repair faulty Smoke alarm and down light CEO House	275.14
EFT38771	**17/09/2026**	**Zipform Pty Ltd**	**Printing**	**-1287.00**
228230	24/08/2026	Zipform Pty Ltd	Print & supply Waste Calendar 2026/2027	1287.00
EFT38772	**17/09/2026**	**Westrac Equipment**	**Mechanical parts**	**-254.97**
PI2635922	20/08/2026	Westrac Equipment	Mirror	254.97
EFT38773	**17/09/2026**	**Winc Australia Pty Ltd**	**Stationery**	**-97.64**
9051282048	09/09/2026	Winc Australia Pty Ltd	Staedtler lumo chalk, staples, spiral notebbooks, rulers, A4 dividers, sheet protectors	97.64
EFT38774	**17/09/2026**	**Synergy - Street Lights**	**Electricity**	**-6040.44**
2604022843	03/09/2026	Synergy - Street Lights	Acc 131337630 Street lighting electricity 25/7/26-24/8/26	6040.44
EFT38775	**17/09/2026**	**Team Global Express Pty Ltd**	**Freight**	**-87.03**

0434-80774145	06/09/2026	Team Global Express Pty Ltd	Freight Ex Herseys Safety 21/8/26, Freight Ex North Coogee - EHO 27/8/26	87.03
EFT38776	**17/09/2026**	**Elders Limited - Kojonup**	**Agricultural supplies**	**-91.19**
6321-10011002779	01/09/2026	Elders Limited - Kojonup	20kg Lucerne chaff, 25 kg flaked lupins for sheep in pound	91.19
EFT38777	**17/09/2026**	**Watson's Liquid Waste**	**Liquid waste removal**	**-407.00**
3917	15/09/2026	Watson's Liquid Waste	BBC Grease Trap Pump out September 26	407.00
EFT38778	**17/09/2026**	**GREAT SOUTHERN TOYOTA**	**Vehicle maintenance**	**-5057.18**
JC34056251	10/09/2026	GREAT SOUTHERN TOYOTA	160k service and repairs to KO2 *INSURANCE*	5057.18
EFT38779	**17/09/2026**	**SHIRE OF GNOWANGERUP**	**Local Goverment**	**-1430.00**
7274	09/09/2026	SHIRE OF GNOWANGERUP	CEO Recruitment Training - 2 x Councillors - 04 September 2026	1430.00
EFT38780	**17/09/2026**	**KOJONUP BMC EMBROIDERY**	**Staff uniforms**	**-2084.00**
12350	11/09/2026	KOJONUP BMC EMBROIDERY	Uniform order for Manager Works & Infrastructure - 50 % deposit on order	636.00
12348	11/09/2026	KOJONUP BMC EMBROIDERY	Uniform order for Gardeners - 50% deposit	814.50
12349	11/09/2026	KOJONUP BMC EMBROIDERY	Uniform order for Cleaners - 50% deposit	633.50
EFT38781	**17/09/2026**	**IRIS Consulting Group Pty Ltd**	**Consulting group**	**-705.87**
2521	14/09/2026	IRIS Consulting Group Pty Ltd	Training Package - Records Management & Disposal	705.87
EFT38782	**17/09/2026**	**Katie Joy's Free Range Eggs**	**Eggs**	**-71.70**
340353	07/09/2026	Katie Joy's Free Range Eggs	10.5kg Eggs for Black Cockatoo Cafe	71.70
EFT38783	**17/09/2026**	**Grande Food Service**	**Food & cleaning supplies**	**-2208.50**
9378810	01/09/2026	Grande Food Service	Credit Note - Reward points	-50.00
4272093	09/09/2026	Grande Food Service	Food supplies for BCC	82.00
4272097	09/09/2026	Grande Food Service	Cleaning supplies for BCC, Food supplies for BCC	2143.94
4272141	10/09/2026	Grande Food Service	Food supplies for BCC	32.56
EFT38784	**17/09/2026**	**Leaf Bean Machine**	**Coffee supply & service**	**-835.67**
INV-3967	07/09/2026	Leaf Bean Machine	Coffee supply & service	835.67
EFT38785	**17/09/2026**	**Mathwin Transport**	**Freight**	**-113.34**
10457	08/09/2026	Mathwin Transport	Freight ex Sigma chemicals 8/9/26	113.34
EFT38786	**17/09/2026**	**D & T Window Cleaning**	**Window cleaning**	**-360.00**
1560	27/08/2026	D & T Window Cleaning	Window cleaning BCC Internal & external, Window cleaning Depot Internal & external	360.00
EFT38787	**17/09/2026**	**Wagyl Kaip Southern Noongar Aboriginal Corporation**	**Rangers**	**-4673.88**
INV-0371	09/09/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kojonup Cemetery Grounds Maintenance - August 2026	1273.72
INV-0369	09/09/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kodja Place Grounds Maintenance - Rangers August 26	2148.44
INV-0370	09/09/2026	Wagyl Kaip Southern Noongar Aboriginal Corporation	Kojonup Spring Grounds Maintenance - Rangers August 2026	1251.72
EFT38788	**17/09/2026**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Milk products and fruit juices**	**-464.62**
244407058	09/09/2026	Harvey Fresh (1994) Ltd T/A Lactalis	Milk products and fruit juices for BCC Sep 2026, Service fee Sep 2026	464.62
EFT38789	**17/09/2026**	**Wellsys Home Improvement**	**Home improvements**	**-2585.00**
353	14/09/2026	Wellsys Home Improvement	Supply and install 40 metres of bird spikes above roller doors netball courts.	2585.00
EFT38790	**17/09/2026**	**Tracey Reeves - trading as Wonky Wombat**	**Refund withholding tax**	**-34.41**
TAXJUL26	31/07/2026	Tracey Reeves - trading as Wonky Wombat	Withholding Tax incorrectly applied to Tracey Reeves JUL26 invoice - refund	34.41
EFT38791	**17/09/2026**	**WA Fuel Supplies Pty Ltd**	**Diesel Supplies**	**-15386.75**
268167	03/09/2026	WA Fuel Supplies Pty Ltd	6503L Diesel @ $2.151/L	15386.75
EFT38792	**17/09/2026**	**Kojonup Auto Electrics (Lerrom Pty Ltd)**	**Auto electrician**	**-812.43**
8003	04/09/2026	Kojonup Auto Electrics (Lerrom Pty Ltd)	Beacon fitted on Hilux KO095 for safety of staff	812.43
EFT38793	**17/09/2026**	**Aussie Broadband**	**Internet**	**-357.80**
61511313	27/08/2026	Aussie Broadband	Acc 18119255 27/8/26-26/9/26 - Admin Office internet, Kodja place internet, Depot internet	357.80
EFT38794	**17/09/2026**	**Breeze Connect**	**Telephone**	**-346.79**
352425	01/09/2026	Breeze Connect	Telephone charges 1/8/26-31/8/26. Admin, KP and Depot	346.79
EFT38795	**25/09/2026**	**Air Liquide**	**Industrial gases**	**-26.06**
OY1286	31/08/2026	Air Liquide	Cylinder Fee Arcal Force 1/8/26-31/8/26	26.06
EFT38796	**25/09/2026**	**Australia Post**	**Postage**	**-1737.79**
1014932155	03/09/2026	Australia Post	Postage for August 2026 - including rates	1737.79
EFT38797	**25/09/2026**	**Hi-Way Sales & Service**	**Mechanical engineering**	**-889.64**
288372	16/09/2026	Hi-Way Sales & Service	Make hydaulic hose for tandem axle dolly	368.74
288367	16/09/2026	Hi-Way Sales & Service	Make hydaulic hose for tandem axle dolly	368.74
288491	17/09/2026	Hi-Way Sales & Service	11.45L ULP @ $2.47/L	28.27
288504	17/09/2026	Hi-Way Sales & Service	50.18L ULP @ $2.47/L	123.89
EFT38798	**25/09/2026**	**Kojonup Agricultural Supplies**	**Agricultural supplies**	**-440.77**

IN20009217	26/08/2026	Kojonup Agricultural Supplies	Davey gasket suction	61.77
IN20009269	27/08/2026	Kojonup Agricultural Supplies	Stihl Blower BG 56 Z for works team - serial number 548724017	379.00
EFT38799	**25/09/2026**	**Shire Of Katanning**	**Refuse site fees**	**-5229.00**
49323	03/09/2026	Shire Of Katanning	Waste Disposal - refuse site fees August 2026	5229.00
EFT38800	**25/09/2026**	**Telstra**	**Telephone**	**-34.95**
8602216000 SEP26	15/09/2026	Telstra	Acc 8602216000 Telephone Airstrip to 7/10/26	34.95
EFT38801	**25/09/2026**	**BK Thomson Electrical Service**	**Electrician**	**-635.97**
4508	18/09/2026	BK Thomson Electrical Service	Repair broken flood light at Apex park	635.97
EFT38802	**25/09/2026**	**RENTOKIL INITIAL PTY LTD**	**Hygiene Treatment**	**-1776.41**
98643806	14/09/2026	RENTOKIL INITIAL PTY LTD	Hygiene Treatment Urinal Descale & Sharps Disposal Apex Park, Sharps Disposal Units Sports Complex up and down stairs, 2 x Sharps Disposal Units RSL Hall, Sanitary disposal service - Playgroup, 2 x Sharps Disposal Units & Urinal descale Memorial Hall, 2 x Sharps Disposal Units Harrison Place toilets, 2 x Sharps Disposal Units Kojonup Spring toilets	1776.41
EFT38803	**25/09/2026**	**Zipform Pty Ltd**	**Printing**	**-3098.34**
228285	31/08/2026	Zipform Pty Ltd	Print & supply Bushfire Booklet 2026/2027	3098.34
EFT38804	**25/09/2026**	**Kojonup Supermarket**	**Groceries**	**-812.40**
617 AUG26	31/08/2026	Kojonup Supermarket	Councillor refreshments, Staff refreshments, VROC catering, Supplies for Bagg St units, Cordial for 100th celebration Memorial hall, Toolbox meeting supplies	286.41
45 AUG26	31/08/2026	Kojonup Supermarket	Acc 45 - Damper ingredients, Play cafe fruit & milk, KP Milk, Event expenses - bottled water	100.01
617 AUGUST26	31/08/2026	Kojonup Supermarket	Catering Project Meeting + Tool box	310.53
AUG26 617	31/08/2026	Kojonup Supermarket	Blu Tack for Memorial Hall Centenary Event, Milk, Coffee, Tea Bags and Sugar for Memorial Hall Centenary Event	115.45
EFT38805	**25/09/2026**	**Westrac Equipment**	**Mechanical parts**	**-1813.79**
PI2661894	27/08/2026	Westrac Equipment	Caterpillar grader - aluminium arm rest	1813.79
EFT38806	**25/09/2026**	**Egabva Plumbing & Gas Service**	**Plumber**	**-797.50**
05506	14/09/2026	Egabva Plumbing & Gas Service	RPZD servicing of backflow devices. Blackwood Rd Standpipe - Muradup Lot 133 Blackwood Road, Muradup78110, RPZD servicing of backflow devices. Sports Complex Fire Service Lot 300 Benn Parade, Kojonup 101330611Sports Complex Water Service Lot 300 Benn Parade, Kojonup 81423 Hockey playground drinking fountain Lot 300 Benn Parade, Kojonup 10798372/56, RPZD servicing of blackflow devices Sports Complex Pool Plantroom Lot 300 Benn Parade, Kojonup63027	797.50
EFT38807	**25/09/2026**	**John Kinnear**	**Consultant surveyor**	**-3482.50**
I966	17/07/2026	John Kinnear	Jingalup Road Surveying, Statutory fees - WA Planning Commission, DPLH applications, Landgate fees	3482.50
EFT38808	**25/09/2026**	**Kojonup Bus Service Swanhaven Pty Ltd**	**REFUND BOND FOR HIRE OF SPORTING COMPLEX**	**-400.00**
T204	24/09/2026	Kojonup Bus Service Swanhaven Pty Ltd	Kojonup bus service bond	400.00
EFT38809	**25/09/2026**	**Warren Blackwood Waste**	**Waste management**	**-32980.30**
20550	28/08/2026	Warren Blackwood Waste	Apex Park & Kojonup Tourist Railway Waste Front lift bin August 2026	660.00
20574	29/08/2026	Warren Blackwood Waste	Transfer Station Management August 2026, Transfer Station Extra Costs Bin Hire August 2026, Transfer Station Loader hire August 2026, Transfer Bulk Bin Empty August 2026, Fuel levy August 2026	11511.64
20575	29/08/2026	Warren Blackwood Waste	240L Bins Pick Up August 2026, KJP Bins Pick up August 2026, 240L Recycling Bins Pick up August 2026, Travel Costs August 2026, Service Townsite Bins August 2026, Fuel Levy August 2026	20808.66
EFT38810	**25/09/2026**	**Public Transport Authority**	**Bus tickets**	**-162.01**
AUG26	31/08/2026	Public Transport Authority	Bus ticket sales for August 2026	162.01
EFT38811	**25/09/2026**	**Metro Count**	**Road supplies**	**-473.00**
INV034804	27/08/2026	Metro Count	Field - centreline flap 10 pack x 2, Field Deck spikes 10 pack x 2	473.00
EFT38812	**25/09/2026**	**PFD Foodservices Pty Ltd**	**Food & cleaning supplies**	**-4320.50**
LV862018	29/08/2026	PFD Foodservices Pty Ltd	Credit Note - Food not supplied	-70.35
LV824342	26/08/2026	PFD Foodservices Pty Ltd	Cleaning Expenses for BCC Aug 2026, Food Expenses for BCC Aug 2026	2167.70
LV824341	26/08/2026	PFD Foodservices Pty Ltd	Food Expenses for BCC Aug 2026	28.90
LV892295	02/09/2026	PFD Foodservices Pty Ltd	Food Expenses for BCC Sep 2026	317.70
LV892302	02/09/2026	PFD Foodservices Pty Ltd	Food Expenses for BCC Sep 2026	1876.55
EFT38813	**25/09/2026**	**St John Ambulance WA**	**First aid kit servicing**	**-4608.50**
FAINV01441557	26/08/2026	St John Ambulance WA	First aid kit servicing - Depot plant	734.30
FAINV01441571	26/08/2026	St John Ambulance WA	First aid kit servicing Memorial Hall, First aid kit servicing RSL Hall	273.20
FAINV01441583	26/08/2026	St John Ambulance WA	First aid kit servicing - travel & service fee	675.00
FAINV01441567	26/08/2026	St John Ambulance WA	First aid kit servicing Sports Complex	66.50
FAINV01441574	26/08/2026	St John Ambulance WA	First aid kit servicing - Kodja Place	140.10
FAINV01441568	26/08/2026	St John Ambulance WA	First aid kit servicing Swimming Pool & check Defib	281.90
FAINV01441579	26/08/2026	St John Ambulance WA	First aid kit servicing Admin Office & check Defib	213.00
FAINV01441588	26/08/2026	St John Ambulance WA	First aid kit servicing, First aid kits required for BFB	2011.50

FAINV01441576	26/08/2026	St John Ambulance WA	First aid kit servicing - BCC	75.50
FAINV01441563	26/08/2026	St John Ambulance WA	First aid kit servicing - Gardening plant	137.50
EFT38814	**25/09/2026**	**TMSW Pty Ltd t/a Traffic Force**	**Traffic management**	**-765.60**
SO00001246	26/08/2026	TMSW Pty Ltd t/a Traffic Force	Traffic Management Plan Kojonup Darkan Road SLK 0.00 -1.90	765.60
EFT38815	**25/09/2026**	**Department of Water and Environmental Regulations (DWER)**	**Permit application**	**-400.00**
REQ 20290904	04/09/2026	Department of Water and Environmental Regulations (DWER)	Clearing permit applicaion REF 11705-1- showgrounds	400.00
EFT38816	**25/09/2026**	**Katie Joy's Free Range Eggs**	**Eggs**	**-71.70**
340493	14/09/2026	Katie Joy's Free Range Eggs	10.5kg eggs for Black Cockatoo Cafe Sep 26	71.70
EFT38817	**25/09/2026**	**WA Hino Sales & Services**	**Mechanical parts**	**-1082.04**
328209	14/09/2026	WA Hino Sales & Services	Brake pads, mirror and filter kit	1042.45
328326	17/09/2026	WA Hino Sales & Services	Fitting kit, FR disc	39.59
EFT38818	**25/09/2026**	**Dardanup Butchering Company**	**Meat supplies**	**-405.76**
BW425970	27/08/2026	Dardanup Butchering Company	Meat for BCC, Service Fee	405.76
EFT38819	**25/09/2026**	**Grande Food Service**	**Food supplies**	**-2016.44**
4272372	16/09/2026	Grande Food Service	Food supplies for BCC	2016.44
EFT38820	**25/09/2026**	**Leaf Bean Machine**	**Coffee supply & service**	**-658.01**
3982	14/09/2026	Leaf Bean Machine	Coffee supply & service	658.01
EFT38821	**25/09/2026**	**WA Contract Ranger Services**	**Ranger Services**	**-3869.25**
7291	05/09/2026	WA Contract Ranger Services	33.5 hours Contractor Ranger Services 25/8/26-3/9/26	3869.25
EFT38822	**25/09/2026**	**The George Church Community Medical Centre Incorporated**	**Medical services**	**-72582.77**
INV-1119	20/09/2026	The George Church Community Medical Centre Incorporated	Medical services for Kojonup 1/7/26-30/9/26	72582.77
EFT38823	**25/09/2026**	**Lilly's Garden**	**Goods for sale**	**-599.00**
12	18/09/2026	Lilly's Garden	101 x jars assorted jams and chutneys to be sold at Black Cockatoo	599.00
EFT38824	**25/09/2026**	**Corsign WA Pty Ltd**	**Signage**	**-457.60**
107615	02/09/2026	Corsign WA Pty Ltd	8x Prepare to stop, 4x Stop here when directed, 8x Traffic signals	457.60
EFT38825	**25/09/2026**	**Estelle Lottering**	**Staff reimbursement**	**-149.00**
REIM 20260922	22/09/2026	Estelle Lottering	Mobile phone service 5/9/26-4/10/26, Supplies for dog & cat registration initiative	149.00
EFT38826	**25/09/2026**	**Du-wayne Lottering**	**Staff reimbursement**	**-262.00**
REIM 20260922	22/09/2026	Du-wayne Lottering	Mobile phone 5/9/26-4/10/26, Parking & fuel to attend Public Service Network Training, Certificate of Title for Airstrip grant application	262.00
EFT38827	**25/09/2026**	**ZELVi Equipment**	**Plant hire**	**-8766.29**
20840	19/08/2026	ZELVi Equipment	Hire of excavator and mulcher from 19/8/26 to 31/8/26 and delivery charge	8766.29
EFT38828	**25/09/2026**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Milk products and fruit juices**	**-546.78**
244457371	16/09/2026	Harvey Fresh (1994) Ltd T/A Lactalis	Milk products and fruit juices for BCC Sep 2026, Service fee Sep 2026	546.78
EFT38829	**25/09/2026**	**Meg's Muffins**	**Catering**	**-144.00**
43	25/08/2026	Meg's Muffins	Catering for Tour Group 18/08/2026	144.00
EFT38830	**25/09/2026**	**Supagas Pty Ltd**	**Bulk gas supplies**	**-773.97**
C651476-8-2026	31/08/2026	Supagas Pty Ltd	410 L Bulk LGG for BCC, bottle charges, 239 L Bulk LGG for sporting complex, Bottle charges KP	773.97
EFT38831	**25/09/2026**	**Kojonup Auto Electrics (Lerrom Pty Ltd)**	**Auto electrician**	**-911.17**
8004	17/09/2026	Kojonup Auto Electrics (Lerrom Pty Ltd)	Repair air-conditioner on Excavator	748.67
8099	17/09/2026	Kojonup Auto Electrics (Lerrom Pty Ltd)	Scan Toyota Hilux due to warning light and loss of power	162.50
EFT38832	**30/09/2026**	**Payroll Deductions - Shire of Kojonup**	**Payroll Deductions**	**-824.07**
26/27 PP7 WEEK14	22/09/2026	Payroll Deductions - Shire of Kojonup	Pay Run 44 - Sundry Rate Payers, Pay Run 44 - Sundry Debtors	824.07
EFT38833	**30/09/2026**	**Child Support Agency**	**Payroll Deductions/Contributions**	**-409.13**
44	24/09/2026	Child Support Agency	Child Support Deduction	409.13
EFT38834	**30/09/2026**	**Australian Services Union (MEU)**	**Payroll Deductions/Contributions**	**-133.50**
44	24/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	27.50
44	24/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	25.50
44	24/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	27.50
44	24/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	27.50
44	24/09/2026	Australian Services Union (MEU)	Australian Services Union MEU	25.50
EFT38835	**30/09/2026**	**Kevin Charles Broom**	**BOND REFUND FOR HIRE OF RSL HALL ON 23/09/26**	**-300.00**
T184	30/09/2026	Kevin Charles Broom	The George Church Board AGM	300.00

EFT38836	**30/09/2026**	**DATAMARS Australia P/L (previously known as Zee Tags)**	**Dog and Cat registrations tags**	**-111.20**
649	31/08/2026	DATAMARS Australia P/L (previously known as Zee Tags)	Companion Animal disc yellow - 1 year registration	111.20
EFT38837	**30/09/2026**	**Southern Dirt Inc**	**BOND REFUND FOR HIRE OF SPORTS COMPLEX 16/09/26**	**-600.00**
T138	30/09/2026	Southern Dirt Inc	SOUTHERN DIRT BOND	600.00
EFT38838	**30/09/2026**	**Colin Grant - CC Grant**	**Fruit & vegatables**	**-288.32**
08	24/09/2026	Colin Grant - CC Grant	Fruit & vegetables for BCC September 2026	288.32
EFT38839	**30/09/2026**	**AUSTRALIAN TAXATION OFFICE**	**BAS**	**-11282.00**
AUG 2026	31/08/2026	AUSTRALIAN TAXATION OFFICE	BAS March 2026, BAS March 2026	11282.00
				515877.02

Direct Deposits 1/9/26-30/9/26				
DD25338.1	**21/09/2026**	**Caltex Star Card**	**Fuel Card August 2026**	**-751.73**
141	21/09/2026	Caltex Star Card	Diesel Fuel KO10 - 222.98L, Diesel Fuel KO5 MWI - 34.76L, Unleaded Fuel Cleaners Van - 44.45L, Card fees	751.73
DD25347.1	**17/09/2026**	**AUSTRALIAN TAXATION OFFICE**	**PAYGW**	**-36828.00**
26/27 PP6 WEEK12	08/09/2026	AUSTRALIAN TAXATION OFFICE	Pay Run 43 STP 10/09/26	36828.00
DD25351.1	**10/09/2026**	**BEAM**	**Superannuation**	**-22851.74**
26/27 PP6 WEEK12	10/09/2026	BEAM	Pay Run 43	22851.74
DD25361.1	**22/09/2026**	**AUSTRALIAN TAXATION OFFICE**	**PAYGW**	**-36498.00**
26/27 PP7 WEEK14	22/09/2026	AUSTRALIAN TAXATION OFFICE	Pay Run 44 STP 24/09/26	36498.00
DD25363.1	**24/09/2026**	**BEAM**	**Superannuation**	**-22797.13**
26/27 PP7 WEEK14	22/09/2026	BEAM	Pay Run 44	22797.13
DD25373.1	**01/09/2026**	**Department of Transport**	**Department of Transport**	**-63.50**
20260828	01/09/2026	Department of Transport	01/09/26	63.50
DD25373.2	**15/09/2026**	**Department of Transport**	**Department of Transport**	**-32.00**
20260911	15/09/2026	Department of Transport	15/09/26	32.00
DD25373.3	**16/09/2026**	**Department of Transport**	**Department of Transport**	**-1220.35**
20260914	16/09/2026	Department of Transport	16/09/26	1220.35
DD25373.4	**17/09/2026**	**Department of Transport**	**Department of Transport**	**-4143.85**
20260915	17/09/2026	Department of Transport	17/09/26	4143.85
DD25373.5	**18/09/2026**	**Department of Transport**	**Department of Transport**	**-6622.50**
20260916	18/09/2026	Department of Transport	18/09/26	6622.50
DD25373.6	**11/09/2026**	**Department of Transport**	**Department of Transport**	**-4476.45**
20260909	11/09/2026	Department of Transport	11/09/26	4476.45
DD25373.7	**21/09/2026**	**Department of Transport**	**Department of Transport**	**-652.35**
20260917	21/09/2026	Department of Transport	21/09/26	652.35
DD25373.8	**22/09/2026**	**Department of Transport**	**Department of Transport**	**-11798.90**
20260918	22/09/2026	Department of Transport	22/09/26	11798.90
DD25373.9	**23/09/2026**	**Department of Transport**	**Department of Transport**	**-385.80**
20260921	23/09/2026	Department of Transport	23/09/26	385.80
DD25385.1	**29/09/2026**	**NAB**	**Credit Card Sep 26**	**-6860.71**
SEP26 CC CEO	29/09/2026	NAB	Card fees	3.25
SEP26 CC DCEO	24/08/2026	WA Newspapers	Subscription	32.00
SEP26 CC DCEO	25/08/2026	Kojonup Tyre Service	Puncture Repair	55.00
SEP26 CC DCEO	25/08/2026	Nightingales Nursery	Wreath for Memorial Hall Ceremony	125.00
SEP26 CC DCEO	03/09/2026	Easylite	Netball court lights 3 months 17/6/26-17/9/26	330.00
SEP26 CC DCEO	04/09/2026	Perth Mint	2026 Citizenship Coins	39.82
SEP26 CC DCEO	04/09/2026	SP Pool Shop	Pool cleaner	759.90
SEP26 CC DCEO	07/09/2026	Canva	Subscription	405.00
SEP26 CC DCEO	07/09/2026	Telstra	Café Phone to 22/8/26	112.90
SEP26 CC DCEO	10/09/2026	Nightingales Nursery	Gift vouchers for Volunteers for Memorial Hall	150.00
SEP26 CC DCEO	14/09/2026	Faire - Scattered seed	Goods for Sale at KP	708.52
SEP26 CC DCEO	14/09/2026	Faire - Toyslink	Goods for Sale at KP	617.32
SEP26 CC DCEO	14/09/2026	Faire - Ruby Olive	Goods for Sale at KP	423.12
SEP26 CC DCEO	14/09/2026	Faire - Treasureinventory	Goods for Sale at KP	409.86
SEP26 CC DCEO	14/09/2026	Faire - Jungle Direct	Goods for Sale at KP	363.00
SEP26 CC DCEO	14/09/2026	Faire - Typoflora	Goods for Sale at KP	299.42
SEP26 CC DCEO	14/09/2026	Faire - Journey of something	Goods for Sale at KP	285.66
SEP26 CC DCEO	18/09/2026	Country Kitchen	Catering for Videoconference BESS planning	28.25
SEP26 CC DCEO	18/09/2026	Officeworks	Stationery for Depot	745.45
SEP26 CC DCEO	18/09/2026	AFPA	Asphalt Paving Essentials Workshop Kelsey Batista	660.00
SEP26 CC DCEO	18/09/2026	JB Hi-Fi	Navman GPS Tagging Dash cam	193.99
SEP26 CC DCEO	18/09/2026	Easylite	Netball court lights 17/9/26-17/10/26	110.00

SEP26 CC DCEO	18/09/2026	NAB	Card Fee	3.25
DD25373.10	**24/09/2026**	**Department of Transport**	**Department of Transport**	**-681.15**
20260922	24/09/2026	Department of Transport	24/09/26	681.15
DD25373.11	**25/09/2026**	**Department of Transport**	**Department of Transport**	**-3941.20**
20260923	25/09/2026	Department of Transport	25/09/26	3941.20
DD25373.12	**02/09/2026**	**Department of Transport**	**Department of Transport**	**-2028.55**
20260831	02/09/2026	Department of Transport	02/09/26	2028.55
DD25373.13	**29/09/2026**	**Department of Transport**	**Department of Transport**	**-2377.45**
20260924	29/09/2026	Department of Transport	29/09/26	2377.45
DD25373.14	**30/09/2026**	**Department of Transport**	**Department of Transport**	**-1068.35**
20260925	30/09/2026	Department of Transport	30/09/26	1068.35
DD25373.15	**03/09/2026**	**Department of Transport**	**Department of Transport**	**-5140.95**
20260901	03/09/2026	Department of Transport	03/09/26	5140.95
DD25373.16	**04/09/2026**	**Department of Transport**	**Department of Transport**	**-8913.45**
20260902	04/09/2026	Department of Transport	04/09/26	8913.45
DD25373.17	**07/09/2026**	**Department of Transport**	**Department of Transport**	**-2856.90**
20260903	07/09/2026	Department of Transport	07/09/26	2856.90
DD25373.18	**08/09/2026**	**Department of Transport**	**Department of Transport**	**-1628.45**
20260904	08/09/2026	Department of Transport	08/09/26	1628.45
DD25373.19	**09/09/2026**	**Department of Transport**	**Department of Transport**	**-2571.30**
20260907	09/09/2026	Department of Transport	09/09/26	2571.30
DD25373.20	**10/09/2026**	**Department of Transport**	**Department of Transport**	**-1182.80**
20260908	10/09/2026	Department of Transport	10/09/26	1182.80
DD25373.21	**14/09/2026**	**Department of Transport**	**Department of Transport**	**-1607.10**
20260910	14/09/2026	Department of Transport	14/09/26	1607.10
Fees			**Centrelink Charge September**	**-3.96**
GJ26270303	10/09/2026	**Payroll**	26/27 PP6 Week12 - Net Pays Direct Debit - Pay Run 43	**-121775.65**
GJ26270304	24/09/2026	**Payroll**	26/27 PP7 Week14 - Net Pays Direct Debit - Pay Run 44	**-121882.57**
GJ26270307	30/09/2026	**Development Cartographics**	Inv 7280 Corr Bank	**-385.20**
GJ26270307	30/09/2026	**Shire of Gnowangerup**	Inv 7274 Corr Bank	**-1430.00**
GJ26270307	30/09/2026	**Ilnet Technologies**	September iiNet	**-384.95**
GJ26270307	30/09/2026	**NAB**	Bank fees	**-6605.36**
				442,448.35

Summary for September 2026	
Cheque 14424	29,930.94
EFT 38674-38839	515,877.02
Direct Debits	442,448.35
Total	**988,256.31**

Kojonup

One community, many choices

Dear ,

I have enclosed the below invoices as requested.

- INV31976 – Electricity Charges – 09/03/2024 – 22/04/2024 (Our mail records show it was sent to the Post Office on 09/03/2024)
- INV6290 – Electricity 30/08/2024 – 25/09/2024 (Our mail records show it was sent to the Post Office on 03/10/2024)
- INV34016 – Electricity 26/11/2025 – 16/12/2025 (Our records show this was emailed to you, apologies for not posting)

I have looked into the invoice for rent from 12/02/2024 - 25/02/2024 of $480.00. I can see that you were informed via mail about the increase that was to happen the following fortnight.

We understand the inconvenience as well as the fact that this was not bought up previously. We would like to advise that if you do not agree with any of the above and/or do not wish to pay the outstanding invoice(s). You will need to write a letter addressing the Shire of Kojonup Council and request the debt be written off including your reasoning.

We have previosuly recorded that you do not wish to have Rent Invoices mailed to you, only Electricity. However, as discussed I have changed this and they will now be posted to you.

Kind Regards,

SHIRE OF KOJONUP

(08) 9831 2400

Shire of Kojonup

Council Office: 93-95 Albany Highway
PO BOX 163, Kojonup WA 6395
Telephone: (08) 9831 2400
Facsimile: (08) 9831 1566
Office Hours: Mon - Fri 8.30am - 4.30pm

TAX INVOICE

ABN: 61 822 625 995

DATE 25/09/2024

Debtor Number 72653

Page No 1

INVOICE NUMBER	DESCRIPTION	AMOUNT
32690	Electricity charges 30/08/2024 - 25/09/2024	
	Utility Charges Power Usage - Units 263 (start meter 28869 finish meter 29132) + Supply charge $1.34 (26 days / 20 x 1.029273) 1.00 @ 76.95 ea	76.95
	This invoice includes no GST	
	** indicates item includes GST*	
	Payment Due in 14 Days Thank You	***TOTAL PAYABLE*** **$76.95**

REMITTANCE ADVICE

Shire of Kojonup

NAME:

DEBTOR NO.: 72653

TOTAL PAYABLE: $ 76.95

INVOICE NO.: 32690

	In Person	Council Offices Between the hours of 8.30am and 4.30pm Monday to Friday
	By Mail	Make cheques payable to Shire of Kojonup Mail to: PO Box 163 KOJONUP WA 6395
	By Phone	Telephone (08) 9831 2400 With your credit card details. We accept Bankcard, Visa or Mastercard.
BPAY	By BPAY®	**Biller Code: 545913 Ref: 2000558884** **Telephone & Internet Banking - BPAY®** Call your bank or financial institution to make this payment from your cheque, savings debit or transaction account. More info: www.bpay.com.au

In all payments please quote Debtor Number

Shire of Kojonup

Council Office: 93-95 Albany Highway
PO BOX 163, Kojonup WA 6395
Telephone: (08) 9831 2400
Facsimile: (08) 9831 1566
Office Hours: Mon - Fri 8.30am - 4.30pm

TAX INVOICE

ABN: 61 822 625 995

DATE	16/12/2025
Debtor Number	72653
Page No	1

INVOICE NUMBER	DESCRIPTION	AMOUNT
34016	Electricity charges 26/11/2025 - 16/12/2025	
	Utility Charges Power Usage - Units 98 (start meter 32536 finish meter 32634) + Supply charge $1.06 (20 days / 20 x 1.004182) 1.00 @ 30.00 ea	30.00 *
	* Local Govt. Charge $27.27 GST charge $2.73	
	** indicates item includes GST*	
	Payment Due in 14 Days Thank You	***TOTAL PAYABLE*** **$30.00**

REMITTANCE ADVICE

Shire of Kojonup

NAME:

DEBTOR NO.: 72653

TOTAL PAYABLE: $ 30.00

INVOICE NO.: 34016

	In Person	Council Offices Between the hours of 8.30am and 4.30pm Monday to Friday
	By Mail	Make cheques payable to Shire of Kojonup Mail to: PO Box 163 KOJONUP WA 6395
	By Phone	Telephone (08) 9831 2400 With your credit card details. We accept Bankcard, Visa or Mastercard.
BPAY	By BPAY®	**Biller Code: 545913 Ref: 2000558884** **Telephone & Internet Banking - BPAY®** Call your bank or financial institution to make this payment from your cheque, savings debit or transaction account. More info: www.bpay.com.au

In all payments please quote Debtor Number

Shire of Kojonup

Council Office: 93-95 Albany Highway
PO BOX 163, Kojonup WA 6395
Telephone: (08) 9831 2400
Facsimile: (08) 9831 1566
Office Hours: Mon - Fri 8.30am - 4.30pm

ABN: 61 822 625 995

TAX INVOICE

DATE 31/05/2024

Debtor Number 72653

Page No 1

INVOICE NUMBER	DESCRIPTION	AMOUNT
31976	Electricity charges 09/03/24 - 22/04/24	
	Utility Charges Power Usage - Units 251 (start meter 27022 finish meter 27273) + Supply charge $2.21 (44 days / 20 x 1.004182) 1.00 @ 72.62 ea	72.62 *
	* Local Govt. Charge $66.02 GST charge $6.60	
	** indicates item includes GST*	
	Payment Due in 14 Days Thank You	***TOTAL PAYABLE*** **$72.62**

REMITTANCE ADVICE

Shire of Kojonup

NAME:

DEBTOR NO.: 72653

TOTAL PAYABLE: $ 72.62

INVOICE NO.: 31976

	In Person	Council Offices Between the hours of 8.30am and 4.30pm Monday to Friday
	By Mail	Make cheques payable to Shire of Kojonup Mail to: PO Box 163 KOJONUP WA 6395
	By Phone	Telephone (08) 9831 2400 With your credit card details. We accept Bankcard, Visa or Mastercard.
BPAY	By BPAY®	**Biller Code: 545913 Ref: 2000558884** **Telephone & Internet Banking - BPAY®** Call your bank or financial institution to make this payment from your cheque, savings debit or transaction account. More info: www.bpay.com.au

In all payments please quote Debtor Number

DEBTOR 72653

Inv No	Inv Date	Amount	Description	Balance	Type	Running Total	Comment
183503	04/05/2026	-255.00			CSH	894.78	
34447	04/05/2026	510.00	Independent Living Unit Rent - 04/05/2026 - 17/05/2026 Independent Living Unit Rent	255.00	INV	1149.78	
183425	27/04/2026	-255.00			CSH	639.78	Paid extra $5.00
183334	20/04/2026	-255.00			CSH	894.78	Paid extra $5.00
34398	20/04/2026	500.00	Independent Living Unit Rent - 20/04/2026 - 03/05/2026 Independent Living Unit Rent	500.00	INV	1149.78	
BPAY	15/04/2026	-54.55			CSH	649.78	
183241	13/04/2026	-255.00			CSH	704.33	Paid extra $5.00
34383	10/04/2026	54.55	Electricity charges - 12/03/2026 - 09/04/2026 Power Usage - Units 180 (start meter 33027 finish meter 33207) + Supply charge $1.48 (28 days / 20 x 1.004182) GST	54.55	INV	959.33	
183136	07/04/2026	-255.00			CSH	904.78	Paid extra $5.00
34353	06/04/2026	500.00	Independent Living Unit Rent - 06/04/2026 - 19/04/2026 Independent Living Unit Rent	0.00	INV	1159.78	
183035	30/03/2026	-250.00			CSH	659.78	
BPAY	30/03/2026	-36.95			CSH	909.78	
182899	23/03/2026	-250.00			CSH	946.73	
34319	23/03/2026	500.00	Independent Living Unit Rent - 23/03/2026 - 05/04/2026 Independent Living Unit Rent	0.00	INV	1196.73	
182784	16/03/2026	-250.00			CSH	696.73	
34283	11/03/2026	39.83	Electricity charges - 11/02/2026 - 11/03/2026 Power Usage - Units 130 (start meter 32897 finish meter 33027) + Supply charge $1.48 (28 days / 20 x 1.004182) GST	39.83	INV	946.73	
182666	09/03/2026	-250.00			CSH	906.90	
34256	09/03/2026	500.00	Independent Living Unit Rent - 09/03/2026 - 22/03/2026 Independent Living Unit Rent	0.00	INV	1156.90	
182573	02/03/2026	-250.00			CSH	656.90	
182442	23/02/2026	-250.00			CSH	906.90	
34228	23/02/2026	500.00	Independent Living Unit Rent - 23/02/2026 - 08/03/2026 Independent Living Unit Rent	0.00	INV	1156.90	
BPAY	18/02/2026	-40.95			CSH	656.90	
182336	16/02/2026	-250.00			CSH	697.85	
34167	13/02/2026	40.95	Electricity charges - 15/01/2026 - 10/02/2026 Power Usage - Units 125 (start meter 32772 finish meter 32897) + Supply charge $2.42 (26 days / 20 x 1.004182) GST	37.76	INV	947.85	
1054	10/02/2026	-2.88	Electricity charges - 15/01/2026 - 10/02/2026 - Incorrect Supply Charge - Credit (difference) Power Usage - Units 125 (start meter 32772 finish meter 32897) + Supply charge $2.42 (26 days / 20 x 1.004182) GST		CNO	906.90	
182201	09/02/2026	-250.00			CSH	909.78	
34219	09/02/2026	500.00	Independent Living Unit Rent - 09/02/2026 - 22/02/2026 Independent Living Unit Rent	0.00	INV	1159.78	
182085	02/02/2026	-250.00			CSH	659.78	
181991	27/01/2026	-250.00			CSH	909.78	
34108	26/01/2026	500.00	Independent Living Unit Rent - 26/01/2026 - 08/02/2026 Independent Living Unit Rent	0.00	INV	1159.78	
181797	19/01/2026	-250.00			CSH	659.78	
BPAY	19/01/2026	-42.19			CSH	909.78	
34082	14/01/2026	42.19	Electricity charges 17/12/2025 - 14/01/2026 Power Usage - Units 138 (start meter 32634 finish meter 32772) + Supply charge $1.48 (28 days / 20 x 1.004182) GST	7.64	INV	951.97	
181664	12/01/2026	-250.00			CSH	909.78	
34060	12/01/2026	500.00	Independent Living Unit Rent - 12/01/2026 - 25/01/2026 Independent Living Unit Rent	0.00	INV	1159.78	
181552	05/01/2026	-250.00			CSH	659.78	
181480	29/12/2025	-250.00			CSH	909.78	
33999	29/12/2025	500.00	Independent Living Unit Rent - 29/12/2025 - 11/01/2026 Independent Living Unit Rent	0.00	INV	1159.78	
181411	22/12/2025	-250.00			CSH	659.78	
34016	16/12/2025	30.00	Electricity charges 26/11/2025 - 16/12/2025 Power Usage - Units 98 (start meter 32536 finish meter 32634) + Supply charge $1.06 (20 days / 20 x 1.004182) GST	0.00	INV	909.78	
181267	15/12/2025	-250.00			CSH	879.78	
33979	15/12/2025	500.00	Independent Living Unit Rent - 15/12/2025 - 28/12/2025 Independent Living Unit Rent	0.00	INV	1129.78	

181157	08/12/2025	-250.00			CSH	629.78	
BPAY	04/12/2025	-52.38			CSH	879.78	
181029	01/12/2025	-250.00			CSH	932.16	
33935	01/12/2025	500.00	Independent Living Unit Rent 01/12/2025 - 14/12/2025 Independent Living Unit Rent	0.00	INV	1182.16	
33953	25/11/2025	52.38	Electricity charges 30/10/2025 - 25/11/2025 Power Usage - Units 173 (start meter 32363 finish meter 32536) + Supply charge $1.37 (26 days / 20 x 1.004182) GST	0.00	INV	682.16	
180879	24/11/2025	-250.00			CSH	629.78	
180723	17/11/2025	-250.00			CSH	879.78	
33895	17/11/2025	500.00	Independent Living Unit Rent - 17/11/2025 - 30/11/2025 Independent Living Unit Rent	0.00	INV	1129.78	
180600	10/11/2025	-250.00			CSH	629.78	
BPAY	04/11/2025	-67.47			CSH	879.78	
180473	03/11/2025	-250.00			CSH	947.25	
33875	03/11/2025	500.00	Independent Living Unit Rent - 03/11/2025 - 16/11/2025 Independent Living Unit Rent	0.00	INV	1197.25	
33854	29/10/2025	67.47	Electricity charges 26/09/2025 - 29/10/2025 Power Usage - Units 223 (start meter 32140 finish meter 32363) + Supply charge $1.74 (33 days / 20 x 1.004182) GST	0.00	INV	697.25	
180354	27/10/2025	-250.00			CSH	629.78	
BPAY	25/10/2025	-80.10			CSH	879.78	
180265	20/10/2025	-250.00			CSH	959.88	
33820	20/10/2025	500.00	Independent Living Unit Rent - 20/10/2025 - 02/11/2025 Independent Living Unit Rent	0.00	INV	1209.88	
180206	13/10/2025	-250.00			CSH	709.88	
180076	06/10/2025	-250.00			CSH	959.88	
33795	06/10/2025	500.00	Independent Living Unit Rent - 06/10/2025 - 19/10/2025 Independent Living Unit Rent	0.00	INV	1209.88	
179947	29/09/2025	-250.00			CSH	709.88	
33771	26/09/2025	80.10	Electricity charges 29/08/2025 - 25/09/2025 Power Usage - Units 267 (start meter 31873 finish meter 32140) + Supply charge $1.42 (27 days / 20 x 1.004182)?GST	0.00	INV	959.88	
179437	22/09/2025	-250.00			CSH	879.78	
33743	22/09/2025	500.00	Independent Living Unit Rent - 22/09/2025 - 05/10/2025 Independent Living Unit Rent	0.00	INV	1129.78	
179259	15/09/2025	-250.00			CSH	629.78	
BPAY	15/09/2025	-87.46			CSH	879.78	
179092	08/09/2025	-250.00			CSH	967.24	
33689	08/09/2025	500.00	Independent Living Unit Rent 08/09/2025 - 21/09/2025 Independent Living Unit Rent	0.00	INV	1217.24	
33715	08/09/2025	87.46	Electricity charges 01/08/2025 - 28/08/2025 Power Usage - Units 292 (start meter 31581 finish meter 31873) + Supply charge $1.42 (27 days / 20 x 1.004182) GST	0.00	INV	717.24	
178949	01/09/2025	-250.00			CSH	629.78	
178762	25/08/2025	-250.00			CSH	879.78	
33665	25/08/2025	500.00	Independent Living Unit Rent - 25/08/2025 - 07/09/2025 Independent Living Unit Rent	0.00	INV	1129.78	
178672	18/08/2025	-250.00			CSH	629.78	
178588	11/08/2025	-250.00			CSH	879.78	
33641	11/08/2025	500.00	Independent Living Unit Rent - 11/08/2025 - 24/08/2025 Independent Living Unit Rent	0.00	INV	1129.78	
BPAY	08/08/2025	-119.00			CSH	629.78	Paid extra $3.00
178351	04/08/2025	-250.00			CSH	748.78	
33616	01/08/2025	116.00	Electricity charges 04/07/2025 - 31/07/2025 Power Usage - Units 389 (start meter 31192 finish meter 31581) + Supply charge $1.48 (27 days / 20 x 1.004182) GST	0.00	INV	998.78	
178262	28/07/2025	-250.00			CSH	882.78	
33596	28/07/2025	500.00	Independent Living Unit Rent - 28/07/2025 - 10/08/2025 Independent Living Unit Rent	0.00	INV	1132.78	
178175	21/07/2025	-250.00			CSH	632.78	
BPAY	16/07/2025	-107.49			CSH	882.78	
178097	14/07/2025	-250.00			CSH	990.27	
33560	14/07/2025	500.00	Independent Living Unit Rent - 14/07/2025 - 27/07/2025 Independent Living Unit Rent	0.00	INV	1240.27	
178029	07/07/2025	-250.00			CSH	740.27	
33537	04/07/2025	107.49	Electricity charges 05/06/2025 - 03/07/2025 Power Usage - Units 369 (start meter 30823 finish meter 31192) + Supply charge $1.44 (28 days / 20 x 1.004182) GST	0.00	INV	990.27	
177919	30/06/2025	-250.00			CSH	882.78	

33502	27/06/2025	500.00	Independent Living Unit Rent - 30/06/2025 - 13/07/2025 Independent Living Unit Rent	0.00	INV	1132.78
177833	23/06/2025	-250.00			CSH	632.78
177729	16/06/2025	-250.00			CSH	882.78
33455	16/06/2025	500.00	Independent Living Unit Rent - 16/06/2025 - 29/06/2025 Independent Living Unit Rent	0.00	INV	1132.78
BPAY	13/06/2025	-84.52			CSH	632.78
177650	09/06/2025	-250.00			CSH	717.30
33434	05/06/2025	84.52	Electricity charges 08/05/2025 - 05/06/2025 Power Usage - Units 289 (start meter 30534 finish meter 30823) + Supply charge $1.44 (28 days / 20 x 1.004182) GST	0.00	INV	967.30
177555	02/06/2025	-250.00			CSH	882.78
33413	02/06/2025	500.00	Independent Living Unit Rent - 02/06/2025 - 15/06/2025 Independent Living Unit Rent	0.00	INV	1132.78
177470	26/05/2025	-250.00			CSH	632.78
BPAY	25/05/2025	-75.62			CSH	882.78
177372	19/05/2025	-250.00			CSH	958.40
33373	19/05/2025	500.00	Independent Living Unit Rent - 19/05/2025 - 01/06/2025 Independent Living Unit Rent	0.00	INV	1208.40
177293	12/05/2025	-250.00			CSH	708.40
33342	09/05/2025	75.62	Electricity charges 09/04/2025 - 07/05/2025 Power Usage - Units 258 (start meter 30276 finish meter 30534) + Supply charge $1.44 (28 days / 20 x 1.004182) GST	0.00	INV	958.40
177195	05/05/2025	-250.00			CSH	882.78
33322	05/05/2025	500.00	Independent Living Unit Rent 05/05/2025 - 18/05/2025 Independent Living Unit Rent	0.00	INV	1132.78
177119	28/04/2025	-250.00			CSH	632.78
177045	22/04/2025	-250.00			CSH	882.78
BPAY	22/04/2025	-45.76			CSH	1132.78
33285	21/04/2025	500.00	Independent Living Unit Rent - 21/04/2025 - 04/05/2025 Independent Living Unit Rent	0.00	INV	1178.54
176952	14/04/2025	-250.00			CSH	678.54
33261	09/04/2025	45.76	Electricity charges 12/03/2025 - 09/04/2025 Power Usage - Units 154 (start meter 30122 finish meter 30276) + Supply charge $1.44 (28 days / 20 x 1.004182) GST	0.00	INV	928.54
176851	07/04/2025	-250.00			CSH	882.78
33230	07/04/2025	500.00	Independent Living Unit Rent - 07/04/2025 - 20/04/2025 Independent Living Unit Rent	0.00	INV	1132.78
176746	31/03/2025	-44.03			CSH	632.78
176733	31/03/2025	-250.00			CSH	676.81
176639	24/03/2025	-250.00			CSH	926.81
33192	24/03/2025	500.00	Independent Living Unit Rent 24/03/2025 - 06/04/2025 Independent Living Unit Rent	0.00	INV	1176.81
176558	17/03/2025	-250.00			CSH	676.81
33170	14/03/2025	44.03	Electricity charges 12/02/2025 - 12/03/2025 Power Usage - Units 148 (start meter 29974 finish meter 30122) + Supply charge $1.44 (28 days / 20 x 1.004182) GST	0.00	INV	926.81
176511	10/03/2025	-250.00			CSH	882.78
33146	10/03/2025	500.00	Independent Living Unit Rent - 10/03/2025 - 23/03/2025 Independent Living Unit Rent	0.00	INV	1132.78
176328	03/03/2025	-250.00			CSH	632.78
176309	26/02/2025	-44.79			CSH	882.78
176289	24/02/2025	-250.00			CSH	927.57
33097	24/02/2025	500.00	Independent Living Unit Rent 24/02/2025 - 09/03/2025 Independent Living Unit Rent	0.00	INV	1177.57
176163	17/02/2025	-250.00			CSH	677.57
33069	12/02/2025	44.79	Electricity charges 16/01/2025 - 11/02/2025 Power Usage - Units 151 (start meter 29823 finish meter 29974) + Supply charge $1.34 (26 days / 20 x 1.029273) GST	0.00	INV	927.57
176074	10/02/2025	-250.00			CSH	882.78
33029	10/02/2025	500.00	Independent Living Unit Rent - 10/02/2025 - 23/02/2025 Independent Living Unit Rent	0.00	INV	1132.78
175928	03/02/2025	-250.00			CSH	632.78
175879	28/01/2025	-250.00			CSH	882.78
33002	27/01/2025	500.00	Independent Living Unit Rent - 27/01/2025 - 09/02/2025 Independent Living Unit Rent	0.00	INV	1132.78
175842	22/01/2025	-40.95			CSH	632.78
175706	20/01/2025	-250.00			CSH	673.73
32980	15/01/2025	40.95	Electricity charges 19/12/2024 - 15/01/2025 Power Usage - Units 141 (start meter 29682 finish meter 29823) + Supply charge $1.36 (27 days / 20 x 1.004182) GST	0.00	INV	923.73

175648	13/01/2025	-250.00			CSH	882.78
32951	13/01/2025	500.00	Independent Living Unit Rent - 13/01/2025 - 26/01/2025 Independent Living Unit Rent	0.00	INV	1132.78
175432	06/01/2025	-250.00			CSH	632.78
175395	30/12/2024	-250.00			CSH	882.78
32910	30/12/2024	500.00	Independent Living Unit Rent 30/12/2024 - 12/01/2025 Independent Living Unit Rent	0.00	INV	1132.78
175372	24/12/2024	-33.19			CSH	632.78
175359	23/12/2024	-250.00			CSH	665.97
32928	18/12/2024	33.19	Electricity charges 25/11/2024 - 18/12/2024 Power Usage - Units 114 (start meter 29568 finish meter 29682) + Supply charge $1.15 (23 days / 20 x 1.004182) GST	0.00	INV	915.97
175296	16/12/2024	-250.00			CSH	882.78
32887	11/12/2024	500.00	Independent Living Unit Rent - 16/12/2024 - 29/12/2024 Independent Living Unit Rent	0.00	INV	1132.78
175258	10/12/2024	-53.25			CSH	632.78
175240	09/12/2024	-250.00			CSH	686.03
175054	02/12/2024	-250.00			CSH	936.03
32858	29/11/2024	500.00	Independent Living Unit Rent 02/12/2024 - 15/12/2024 Independent Living Unit Rent	0.00	INV	1186.03
174967	25/11/2024	-250.00			CSH	686.03
32836	25/11/2024	53.25	Electricity charges 24/10/2024 - 25/11/2024 Power Usage - Units x184(start meter 29384 finish meter 29568) + Supply charge $1.61 (32 days / 20 x 1.004182) GST	0.00	INV	936.03
174906	18/11/2024	-250.00			CSH	882.78
32789	18/11/2024	500.00	Independent Living Unit Rent 18/11/2024 - 01/12/2024 Independent Living Unit Rent	0.00	INV	1132.78
174819	11/11/2024	-250.00			CSH	632.78
174701	04/11/2024	-250.00			CSH	882.78
32715	04/11/2024	500.00	Independent Living Unit Rent 04/11/2024 - 17/11/2024 Independent Living Unit Rent	0.00	INV	1132.78
174536	31/10/2024	-72.04			CSH	632.78
174503	28/10/2024	-250.00			CSH	704.82
32744	24/10/2024	72.04	Electricity charges 26/09/2024 - 23/10/2024 Power Usage - Units 252 (start meter 29132 finish meter 29384) + Supply charge $1.36 (27 days / 20 x 1.004182) GST	0.00	INV	954.82
174449	21/10/2024	-250.00			CSH	882.78
32670	21/10/2024	500.00	Independant Living Unit Rent 21/10/2024 - 03/11/2024 Independent Living Unit Rent	0.00	INV	1132.78
174379	14/10/2024	-250.00			CSH	632.78
174127	07/10/2024	-250.00			CSH	882.78
32640	07/10/2024	500.00	Independent Living Unit Rent - 07/10/2024 - 20/10/2024 Independent Living Unit Rent	0.00	INV	1132.78
173878	30/09/2024	-250.00			CSH	632.78
32690	25/09/2024	76.95	Electricity charges 30/08/2024 - 25/09/2024 Power Usage - Units 263 (start meter 28869 finish meter 29132) + Supply charge $1.34 (26 days / 20 x 1.029273)	0.00	INV	882.78
173792	23/09/2024	-250.00			CSH	805.83
173809	23/09/2024	-171.95			CSH	1055.83
32587	23/09/2024	500.00	Independent Living Unit Rent - 23/09/2024 - 06/10/2024 Independent Living Unit Rent	0.00	INV	1227.78
173622	16/09/2024	-250.00			CSH	727.78
173553	09/09/2024	-250.00			CSH	977.78
32548	09/09/2024	500.00	Independent Living Unit Rent - 09/09/2024 - 22/09/2024 Independent Living Unit Rent	0.00	INV	1227.78
32505	08/09/2024	500.00	Independent Living Unit Rent 26/08/2024 - 08/09/2024 Independent Living Unit Rent	0.00	INV	727.78
173406	02/09/2024	-250.00			CSH	227.78
32468	29/08/2024	171.95	Electricity charges 18/07/2024 - 29/08/2024 Power Usage - Units 606 (start meter 28263 finish meter 28869) + Supply charge $2.11 (43 days / 20 x 1.004182) GST	0.00	INV	477.78
173335	26/08/2024	-250.00			CSH	305.83
173149	19/08/2024	-158.15			CSH	555.83
173139	19/08/2024	-250.00			CSH	713.98
173098	12/08/2024	-250.00			CSH	963.98
32446	12/08/2024	500.00	Independent Living Unit Rent - 12/08/2024 - 25/08/2024 Independent Living Unit Rent	0.00	INV	1213.98
172989	05/08/2024	-250.00			CSH	713.98
32247	02/08/2024	158.15	Electricity charges 06/06/2024 - 18/07/2024 Power Usage - Units 558 (start meter 27705 finish meter 28263) + Supply charge $2.16 (43 days / 20 x 1.004182) GST	0.00	INV	963.98

172938	29/07/2024	-250.00			CSH	805.83
32368	29/07/2024	500.00	Independent Living Unit Rent 29/07/24 - 11/08/24 Independent Living Unit Rent	0.00	INV	1055.83
172928	26/07/2024	-123.27			CSH	555.83
172895	22/07/2024	-250.00			CSH	679.10
172845	15/07/2024	-250.00			CSH	929.10
32323	15/07/2024	500.00	Independent Living Unit Rent 15/07/2024 - 28/07/2024 Independent Living Unit Rent	0.00	INV	1179.10
172784	08/07/2024	-250.00			CSH	679.10
172690	01/07/2024	-250.00			CSH	929.10
32282	01/07/2024	500.00	Independant Living Resident Rent 01/07/24 - 14/07/24 Independent Living Unit Rent	0.00	INV	1179.10
32202	30/06/2024	123.27	Electricity charges 23/04/2024 - 05/06/2024 Power Usage - Units 432 (start meter 27273 finish meter 27705) + Supply charge $2.16 (43 days / 20 x 1.004182) GST	0.00	INV	679.10
172439	24/06/2024	-250.00			CSH	555.83
172386	17/06/2024	-250.00			CSH	805.83
32178	17/06/2024	500.00	Independent Living Unit Rent 17/06/24 - 30/06/24 Independent Living Unit Rent	0.00	INV	1055.83
172185	10/06/2024	-250.00			CSH	555.83
172142	03/06/2024	-250.00			CSH	805.83
32135	03/06/2024	500.00	Independent Living Unit Rent 03/06/24 - 16/06/24 Independent Living Unit Rent	0.00	INV	1055.83
31976	31/05/2024	72.62	Electricity charges 09/03/24 - 22/04/24 Power Usage - Units 251 (start meter 27022 finish meter 27273) + Supply charge $2.21 (44 days / 20 x 1.004182) GST	0.00	INV	555.83
172044	27/05/2024	-250.00			CSH	483.21
171996	20/05/2024	-250.00			CSH	733.21
32085	20/05/2024	500.00	Independant Living Unit Rent 20/05/24 - 02/06/24 Independent Living Unit Rent	0.00	INV	983.21
171936	13/05/2024	-250.00			CSH	483.21
171916	08/05/2024	-87.76			CSH	733.21
171893	06/05/2024	-250.00			CSH	820.97
32048	06/05/2024	500.00	Independent Living Unit Rent 06/05/24 - 19/05/24 Independent Living Unit Rent	0.00	INV	1070.97
171642	29/04/2024	-250.00			CSH	570.97
171593	22/04/2024	-250.00			CSH	820.97
32011	22/04/2024	500.00	Independent Living Unit Rent 22/04/24 - 05/05/24 Independent Living Unit Rent	0.00	INV	1070.97
171396	15/04/2024	-250.00			CSH	570.97
171346	08/04/2024	-250.00			CSH	820.97
31874	08/04/2024	500.00	Independent Living Unit Rent 08/04/24 - 21/04/24 Independent Living Unit Rent	0.00	INV	1070.97
171284	02/04/2024	-250.00			CSH	570.97
31800	02/04/2024	87.76	Electricity charges 18/01/24 - 08/03/24 Power Usage - Units 304 (start meter 26718 finish meter 27022) + Supply charge $2.51 (50 days / 20 x 1.004182) GST	0.00	INV	820.97
171204	26/03/2024	-66.02			CSH	733.21
171188	25/03/2024	-250.00			CSH	799.23
31835	25/03/2024	500.00	Independent Living Unit Rent 25/03/24 - 07/04/24 Independent Living Unit Rent	0.00	INV	1049.23
171061	18/03/2024	-250.00			CSH	549.23
170991	11/03/2024	-250.00			CSH	799.23
31742	11/03/2024	500.00	Independent Living Unit Rent 11/03/24 - 24/03/24 Independent Living Unit Rent	0.00	INV	1049.23
170865	04/03/2024	-250.00			CSH	549.23
31646	28/02/2024	66.02	Electricity charges 07/12/23 - 17/01/24 Power Usage - Units 228 (start meter 26490 finish meter 26718) + Supply charge $2.06 (41 days / 20 x 1.004182) GST	0.00	INV	799.23
170808	26/02/2024	-250.00			CSH	733.21
31704	26/02/2024	500.00	Independent Living Unit Rent 26/02/24 - 10/03/24 Independent Living Unit Rent	0.00	INV	983.21
31623	25/02/2024	480.00	Independent Living Unit Rent 12/02/24 - 25/02/24 Independent Living Unit Rent	0.00	INV	483.21
170639	19/02/2024	-240.00			CSH	3.21
31583	11/02/2024	480.00	Independent Living Unit Rent 29/01/24 - 11/02/24 Independent Living Unit Rent	0.00	INV	243.21
170585	08/02/2024	-240.00			CSH	-236.79 Last time in credit

INVOICED	$	31,939.29
PAID	$	31,044.84
CREDIT	$	2.88
PREVIOUS OWING	$	3.21
OWING	$	894.78

From:
Sent: Wednesday, 30 September 2026 12:45 PM
To:
Subject: Response to reconciliation of Debtor Account letter

Attn

First as a matter of disclosure my son has assisted with the delivery of this E-Mail.

Thank you for supplying the reconciliation of the Debtor Account.

The management of my finances are still managed by myself ( ), however as I am getting older I do consult ; and/or as to any queries or advice they can provide.

I appreciate you supplying the copies of the three electricity invoice's with the supporting comment that were previously sent. I have no record of the previous invoices and on that basis they were not paid.

In relation to the unpaid rent for the period 12/02/2024 - 25/02/2024 of $480.00, this matter has never been raised to me until 2026 when I asked about the account and indicated it was in debit and a reconciliation is required to clarify what the outstanding amount is made up off.

To finalise the matter, I propose the following solution.

The electrical invoices (3 in number going back to May 2024) I now have copies and I reluctantly agree to pay.

The rent I do not feel I should pay given the date it goes back to (25/02/2024) and the delay it has been to be raised as an issue. On that matter has very helpful in supplying the reconciliation and supporting invoices.

I understand that this matter needs to be reviewed by Council so I give permission for this E-Mail be used as reference from myself to support my proposed solution.

Yours sincerely

SHIRE OF KOJONUP



UNCONFIRMED

Roads and Technical Support Advisory Committee

Minutes

07 October 2026

Reception Room
Shire of Kojonup
Administration Building

TERMS OF REFERENCE

ROADS AND TECHNICAL SERVICES ADVISORY COMMITTEE (RTSAC)

Terms of Reference

To oversee and make recommendation to the Council on all matters pertaining to the long term planning of civil and technical services to assets and roads, and on all matters concerning the capital upgrades and to the maintenance of those assets. This includes roads and all civil or technical works.

RTSAC is not responsible for the operational and executive management of Works and/or Technical Services as per the *Local Government Act 1995*. The RTSAC will engage with the Chief Executive Officer (CEO), Manager Works and Services, and/or Manager Financial and Corporate Services in a constructive and professional manner in order to discharge its advisory responsibilities and formulate its advice to Council.

Duties and Responsibilities:

Members of RTSAC are expected to observe the legal and regulatory obligations of local government. RTSAC members must not use or disclose information obtained through the RTSAC except in meeting the RTSAC's responsibilities, or unless expressly agreed by the President of the Shire. RTSAC Members must adhere to the Code of Conduct for Council Members, Committee Members and Candidates, and demonstrate behaviour which reflects the Shire of Kojonup's (Shire) desired culture.

Members are expected to:

1. act in the best interests of the Shire as a whole;
2. apply good analytical skills, objectivity and good judgment ;
3. express opinions constructively and openly, raise issues that relate to the RTSAC's responsibilities and pursue lines of enquiry in relation to Roads and Technical Services; and
4. exercise due care, diligence and skill when performing their duties.

Members Duties and responsibilities:

1. Oversee the Shire's Road and Technical Management Strategies and Plans, through:
   a) Advising Council on Works & Services long term plans for civil works in the Shire;
   b) Receiving the 10 year Plant & Equipment Plan, the 10 year Road Capital and Maintenance Plan and recommending adoption to Council;
   c) Overseeing the inputs and specifications required for future road and depot projects across the Shire;
   d) Reviewing reports on the level of the Shire's current road funding risks, and the emergence of road and technical services strategic risks; and
   e) Monitor and receive performance reports concerning the performance of tenders and contractor works, specifications and the effectiveness of the Shire's Road & Technical Services Management Framework.
2. Discuss and recommend naming frameworks for roads.
3. Oversee the Shire's financial management of road contracts, by:
   a) Reviewing the Shire's road and technical services actual financials against the long term plans including reviewing benchmarks for performance;
   b) Receiving and reviewing reports from the CEO and Manager Works & Services regarding the appropriateness and effectiveness of the Shire's Road and Technical Services Management Framework and ensuring any non-compliances are rectified on a timely basis; and
   c) Consider and recommend the adoption of the Roads & Technical Services Annual Operating Plans & Budget to the Council.

UNCONFIRMED

Membership

Three (3) Councillors; and

Two (2) Proxy Delegates (Councillors)

Supporting Team Members

Manager Works and Infrastructure

Chief Executive Officer or delegated nominee

Manager Financial Corporate Community

Executive Assistant

Meetings

Quarterly for meetings and as required related to Council requests for information on roads and technical services.

Open to Public: No, Internal Committee

Voting: Voting is in accordance with Section 5.21 of the *Local Government Act 1995 (Act)*.

Confidentiality: All Committee members will be required to adhere to the Shire's confidentiality requirements as per the Code of Conduct for Council Members, Committee Members and Candidates.

Conduct of Meetings: RTSAC meetings will be held in accordance with the *Act*, subsidiary legislation, and the Shire of Kojonup Local Government (Council Meetings) Local Law 2020.

UNCONFIRMED

ROADS AND TECHNICAL SUPPORT ADVISORY COMMITTEE MEETING MINUTES

1. DECLARATION OF OPENING

The Chairperson declared the meeting open at 10.10am.

2. ATTENDANCE & APOLOGIES

Members

Cr Michael Mathwin	Member (Presiding Member)
Cr Ned Radford	Member
Cr Craig Mitchell	Member
Cr Roger Bilney	Proxy Member

Staff/Council (Observers)

Grant Thompson	Chief Executive Officer (CEO)
Darryn Watkins	Manager Works and Infrastructure (MWI)
Jill Johnson	Deputy Chief Executive Officer
Judy Stewart	Governance Officer

Apologies

3. CONFIRMATION OF MINUTES

Roads and Technical Services Committee Meeting held 03 February 2026 (Attachment 3.1)

OFFICER RECOMMENDATION/COMMITTEE MOTION That the minutes of a Roads and Technical Services Advisory Committee Meeting held on 03 February 2026 be confirmed as a true and accurate record.	
MOTION #:	RATSAC 2/26
MOVED:	Cr Radford
SECONDED:	Cr Mitchell
VOTE:	4/0
FOR:	Cr Mathwin, Cr Radford, Cr Mitchell, Cr Bilney
AGAINST:	

4. BUSINESS ARISING

Discussion – 3rd grader

5. STATUS REPORT

Current Road Projects Status Report – Darryn Watkins, WMI – *see presentation*

UNCONFIRMED

6. GENERAL BUSINESS

Capital Road Projects 2026/27

Status report

- Darkan/Kojonup Road: should be completed by December
- Spring Street/Soldier Road parking options: lot of infrastructure in verge – quite complex (power/water/NBN)
- Asphalt price is approximately $200K over budgeted amount - bitumen is fall back option (concrete is now being replaced with bitumen in USA due to the increased maintenance costs of concrete) – originally $200K budget, now $400K.
- Normal bitumen doesn't include rubber, very thin blanket to lay aggregate on (30mm thick layer)
- 2.1 ltrs per metre bitumen has a lifespan of 12-15 years, asphalt (including bitumen and fillers) has a 20-30 year lifespan
- Spring Street budgeted at $120K, now costing $200K+
- Funding bodies – scope variation/back to R2R to discuss, RRG covered
- Forecasted increase in costings – now do gravel overlay and bitumen
- DWER contaminated site – not allowed to approve development application until site has been remediated; will talk to DWER again
- Spring Street drain is not in this scope of work – will be correcting road geometry so it is not across the road
- Mobrup Road – waiting on results
- Cr Bilney - Sunday 04th October (2 vehicles/3 people) traffic management - stop signs etc. on bend, 40 kph speed limit/in place 8am & still there midday in relation to Bloom Festival. Not Shire traffic management.
- MWI/CEO – unknown but need to seek Shire approval – will research
- Mobrup North Road – excavate 1mtr deep to get rid of clay, will monitor over harvest and keep speed restrictions in place
- On Potts Road currently, then Lowden (mulching) – using internal labour
- Delay in Spring Street – will hit hard when back in town
- Cr Bilney – staff using blower and not wearing a mask – can we obtain proper/better fitting masks with cannister/filter?
- MWI – normally worn (part of Take 5), will raise at next pre-start discussion
- Creek – checking DPLH compliance maintenance after Christmas – cleaning out, spraying weeds now, will give a sweep to finish off
- MPS/NRM is in contact with Wagyl Kaip
- Skid steer/slasher – MWI, Works Supervisor and MPS/NRM have planned for block slashing

Monthly expenditure

- Potts Road: October overlapped from September but believe will still get done, have allowed for break over peak fire season
- Mulching will be done pre fire season
- MWI - email to DCEO for cashflow

Aggregate procurement

$173K - required 3 quotes

UNCONFIRMED

Regional Road Group 2027/28

- RRG programme – Shamrock back to start, widening done that has failed – need to go back and treat, re-seal full width
- Darkan/Kojonup re-construct: coming past Boilup North rise/crest – cutting the crest out, looking at geometry changes from 50% to 1/3rd
- Frankland Road patching/re-seal – submitted to RRG

Bridge Maintenance 2026/27

- Periodic maintenance procurement
  Periodic maintenance work after Christmas
  March 2026 - went out with MRWA and consultant engineers – faults found – preliminary for replacement funding

Bridge props

- Round Pool Road and Balgarup Road – will apply for emergency funding (quarterly photos of props) – not for this financial year
- MRWA happy hasn't moved
- Balgarup Roa d bridge has been propped, doing quarterly monitoring to MRWA and will apply for funding (FAGs not available for this work)
- Emergency funding is only fixing issues not whole bridge – replacement in for 2029/30
- Approximately $30K per year for insurance

Safer Local Roads Infrastructure Program (SLRIP)

- Information for applicants
  See presentation
  - Maximum value is $5 million – we don't have to contribute, can use Federal funding
  - #1 project - Samson Road/Albany Highway
  - Black Spot is always over prescribed and doesn't have enough to fix Samson Road
  - Cr Bilney – MRWA would come onboard?
  - MWI – MRWA would support but don't believe would contribute – will come back to Briefing Session with concept/costs - submissions due by 31 January 2027
  - MRWA won't extend the overtaking lane
  - First option is from Samson Road alongside Albany Highway on Prasser-Jones property
  - Delivery over 4 years
  - RATSAC support the concept (MWI will speak to surveyors and see if they can fit in) and supports a development proposal to Council as soon as practical - $2 million over the next 2 years (not bitumenising from Samson Road)

UNCONFIRMED

COMMITTEE MOTION That it be recommended to Council that Council supports, in principle, a funding application through the grant process for re-alignment of Samson Road, Kojonup.	
MOTION #:	RATSAK 03/26
MOVED:	Cr Mitchell
SECONDED:	Cr Radford
VOTE:	4/0
FOR:	Cr Mathwin, Cr Radford, Cr Mitchell, Cr Bilney
AGAINST:	

Saleyards toilet/showers/truck bay area

- Conceptually could look to talk to Mint Energy – energy services next to them - they could assist to fund and use saleyards for something different
- Cr Michael – Shire owns land next to saleyards – could be looked at
- No limit for number of projects
- Cr Bilney – start putting on the table (shower/toilets etc.)
- Parker Road - can turn left but not right – if intersection changed, could turn both. MWI to investigate.
- MWI – address outside this funding as not complex (could do under R2R – put in budget next year)

Geotechnical Testing

- Jingalup Rd
- Mobrup Rd
- Drill hole 1m deep, SLK 6.61 – no ground water, decomposed quartz - SLK 7.75 – moist clay, bitumen down through layers
- Bitumen/other material/clay – have to remove (approximately 50 truckloads) into old gravel pit on Parker Road or unconstructed road reserve
- Mobrup – will construct side road and manage with traffic lights

Regional Road Safety Program

- Tranche 3
- Didn't get funding for Frankland Road – too expensive, project value above benefit cost ratio benchmark (letter from Minister – welcome to re-submit in tranche 3, fine tune cost and increase our score to hopefully get over the line)
- MWI will re-submit with more defined cost estimate on per km basis
- CEO & Cr Bilney – discussion on sharing crew for Broomehill project

Muradup Cemetery Vegetation

- Investigations revealed adjoining property western most boundary fence is in incorrect location. Unconstructed road reserve.

Street Name Tag Replacement

- 60-70 missing (at $60-70 each) – approximately $300 to replace each when including manpower

UNCONFIRMED

- Only replaced when multiple complaints – either keep replacing as they go missing or wait until multiple complaints
- MRWA standard specification is aluminium
- Cr Radford – advertise cost of signs
- CEO – can do

Grader Disposal

- CAT 12M – parked up since beginning of financial year, needs cylinder and tyres (7), recommend sell and hire another as required
- Presently 7,000 hours, value between $130-$160K
- Usually sell after harvest; if not doing 1,000 hours per year, better off to hire Grader - $750 dry hire per day – 10 hour day + diesel = approximately $1,000 per day

COMMITTEE MOTION That it be recommended to Council that Council explore the process at its 2026/2027 budget review, of disposing of one grader.	
MOTION #:	RATSAK 04/26
MOVED:	Cr Bilney
SECONDED:	Cr Mitchell
VOTE:	4/0
FOR:	Cr Mathwin, Cr Radford, Cr Mitchell, Cr Bilney
AGAINST:	

- MWI – to Pickles Auction with a reserve, would repair (stays on site) – budgeted approximately $10,000 for a cylinder plus $12,000 for tyres
- Consumables are our responsibility if hiring – can stand down operation and not be charged

7. OTHER ITEMS FOR DISCUSSION OR FURTHER RESEARCH

- Truck Bay (Darkan/Changerup Road)
- Dumping of rubbish (paying for tyre disposal in Katanning) - suggest close truck bay (don't need that close to town)
- Cr Bilney – keep signage
- CEO - Jingalup Golf Club – call from Department 06 October 2026
- MWI – put up signage and video surveillance signage

8. NEXT MEETING

The next meeting of the Roads and Technical Support Advisory Committee is scheduled to be held 04 November 2026.

9. CLOSURE

There being no further business to discuss, the Chairperson thanked members for their attendance and declared the meeting closed at 12.20pm.

UNCONFIRMED

GOVERNMENT OF WESTERN AUSTRALIA

DFES
Department of Fire & Emergency Services

Version 3

Community Emergency Service Managers Guidelines

May 2026



dfes.wa.gov.au

Foreword



The Community Emergency Services Manager (CESM) Program continues to play a pivotal role in strengthening Western Australia's emergency management capabilities by fostering robust partnerships between the Department of Fire and Emergency Services (DFES) and Local Governments.

Established in 2003 to address the growing complexities of emergency management, the CESM Program represents a shared commitment to community safety, resilience, and the professional support of local government and our volunteer services. Since its inception, the program has evolved to meet the dynamic challenges posed by an increasingly variable climate, growing urban-rural interface, and the critical need for coordinated emergency planning and response.

This updated edition of the CESM Guidelines reflects our ongoing efforts to provide a comprehensive and contemporary guide that supports CESMs in delivering best practice emergency management at the local level. It outlines the core responsibilities, governance structures, operational expectations, and administrative systems associated with the role. These Guidelines are grounded in the principles of Prevention, Preparedness, Response and Recovery (PPRR) and aligns with both State Emergency Management Policy and DFES strategic priorities.

CESMs serve as a vital link between Local Government, DFES, emergency service volunteers and the community. They are instrumental in coordinating mitigation activities, enhancing operational readiness, supporting recovery, and promoting resilience through community engagement. The role continues to grow in scope, complexity, and importance, particularly as we face increasing bushfire risks and the broader impacts of natural hazards.

The CESM Program remains a testament to what can be achieved through collaborative partnerships. It is built on mutual respect, a shared vision for safer communities, and the recognition that effective emergency management requires both professional coordination and local knowledge.

I would like to acknowledge the dedication of all CESMs across Western Australia and thank our Local Government partners for their continued support and contribution to this critical program. DFES remains committed to ensuring that the CESM role is supported, valued and empowered to make a meaningful difference in the communities they serve.

Darren Klemm AFSM
Fire and Emergency Services Commissioner

© Department of Fire and Emergency Services Authority of Western Australia

**20 Stockton Bend,
Cockburn Central WA 6164**

Version 3.0, May 2026

All rights reserved. This work is copyright, no part of this publication may be reproduced, transmitted, or stored in a retrieval system, in any form or by any means, without prior written permission of the copyright holders. Permission is given to staff to make copies by photocopying (whilst they are acting on behalf of DFES).

For permission outside of these Guidelines, apply in writing to the State CESM Coordinator at **CESM.Coordinator@dfes.wa.gov.au**

While every care has been taken to ensure that the information contained in these Guidelines are the best available, the Department of Fire and Emergency Services Western Australia does not give warranty nor accept any liability in relation to the content of this work.



Document Custodian

To provide comments on this document please contact:

DFES District Officer Mike TERACI AFSM – State CESM Coordinator
Mobile: 0437 264 047
Email: CESM.Coordinator@dfes.wa.gov.au

Amendment Table

Amendment No.	Date	Details	Amended By
1	September 2011	Document Creation	Craig GARRETT
2	August 2020	Full Document Review	Phil BRANDRETT
3	May 2021	Full Document review	Mike TERACI
4	August 2025	Full Document Review	Aaron HIGGINS
5	May 2026	Full Document Review	Mike TERACI AFSM

Contents

Foreword 2

- Document Custodian 3
- Amendment Table 3
- Accessing Information 5

Background 5

- Community Emergency Services Manager Program 5

Introduction 6

- Role and responsibilities of the CESM 6
- Memorandum of Understanding 7
- Business Plan 8

Prevention 11

- Bushfire Risk Management Plans 12
- Mitigation Activity Funding 12
- Mitigation Activities on Local Government Reserves 13
- Mitigation Activities on Unallocated Crown Land / Unmanaged Reserves 13
- Community Preparedness Programs 14
- Land Use Planning 14

Preparedness 15

- Local Government Grant Scheme 16
- Risk to Capability Assessment 16
- Local Government Budgeting and Grants 16
- BFB Recruitment and Continuity Planning 17
- Management of BFB 18
- Training of BFB Members 18
- Administration of the State Emergency Service (SES) 19
- Deployment Registers 19
- Bushfire Response Plans and Arrangements 19
- Identification and Maintenance of Incident Control Centres 19
- Local Emergency Management Arrangements 20
- Emergency Water Supplies 20

Response 21

- CESM Incident Response 22

Recovery 25

- Local Government Recovery Activities 26
- Disaster Recovery Funding Arrangements 26

Administration and Procedures 27

- Local Government Meetings 28
- CESM Administration 28

Further Information 32

Accessing Information

Access to some key CESM-related information can be facilitated through the DFES Intranet however you will be required to have a login and password.

For Local Government specific materials, accessing these should be covered during your induction into Local Government systems.

For assistance with access or further information, please contact your relevant DFES representative.

Background

Community Emergency Services Manager Program

History

The CESM Program was established in 2003 to strengthen the collaboration between DFES, Local Government and emergency service volunteers. Its primary goal is to provide a comprehensive, risk-informed approach to emergency management, particularly in bushfire-prone areas. Since its inception, the program has evolved to support broader all-hazard emergency management.

Following major incidents such as the Boorabbin Fire (2007) and the Black Saturday Fires in Victoria (2009), many Local Governments recognised the need to enhance volunteer support and build local capability. These events led to a significant rise in requests for DFES to partner more formally with Local Government through the CESM program.

CESM Positions

Each CESM position is governed by a Memorandum of Understanding (MOU) between DFES and the partnering Local Government(s). The MOU formalises shared responsibilities and outlines the strategic focus of the role, including the development and delivery of a business plan and provides a level of administrative and operational support for Local Government.

The CESM will be appointed as a Bush Fire Control Officer (BFCO) as a minimum. With further consultation and mutual agreement, the CESM may also be appointed as the Chief Bush Fire Control Officer (CBFCO) or Deputy Chief Bush Fire Control Officer (DCBFCO).

Objectives

The objectives of the CESM program, delivered in partnership between DFES and Local Government, are to:

- Deliver coordinated prevention and preparedness programs to reduce the incidence and impact of emergencies, thereby improving the level of safety and resilience in the community.
- Operate to a consistent set of protocols, procedures and equipment standards.
- Provide efficient systems of communication between DFES, Local Government and partner agencies to improve service delivery outcomes.
- Promote and support volunteer arrangements that combine the spirit of volunteerism to attract, strengthen and retain members.
- Provide and/or coordinate the level of training required to ensure volunteers and staff are competent and capable to respond to the risk level and complexity of emergencies to which they may be required to respond to.
- Develop and maintain a partnership that will see a best practice approach to emergency service delivery implemented between the Local Government and DFES.
- Enhance local community ownership of fire prevention and preparedness programs and activities.

Introduction

These Guidelines provide a consistent framework to guide the administration and practice of the CESM Program across Western Australia.

It promotes alignment with the principles of Australian/New Zealand Standard ISO 31000:20018 Risk Management, and supports the implementation of effective Prevention, Preparedness, Response and Recovery (PPRR) measures as detailed in the State Emergency Management Policy established through the State Emergency Management Committee (SEMC). The Guidelines reinforce the collaborative partnership between DFES and Local Government, as outlined in the MOU. This partnership enables CESM's to operate within a clear framework while responding to the unique risks and priorities of their local communities.

https://www.wa.gov.au/organisation/state-emergency-management-committee/state-emergency-management-framework

The purpose of these Guidelines are to provide DFES Regional Superintendents, District Officers, Local Governments and CESMs with a structured reference to:

- Understand the roles, responsibilities and expectations of CESM's.
- Ensure consistent implementation of CESM functions across regions.
- Provide guidance, tools and references to support day-to-day functions of the CESM role.
- Provide directions and suggest formats and processes that can be adapted to suit regional circumstances.

Role and responsibilities of the CESM

The CESM plays a vital role in strengthening the resilience and preparedness of local communities. Working in partnership with DFES and Local Government, the CESM:

- Acts as a liaison between volunteer emergency services, Local Government and DFES.
- Builds capacity within their local volunteer emergency services.
- Coordinates the delivery of agreed outcomes outlined in the CESM business plan.
- Supports the delivery of programs and activities aligned with the PPRR framework.
- Facilitates effective stakeholder engagement and community risk reduction initiatives.

The responsibilities of the CESM position are aligned with the principles of PPRR. Specific duties are documented within the CESM business plan and further detailed in the PPRR sections of this Guidelines.



Memorandum of Understanding

Definition

An MOU is a document that outlines an agreement between two or more parties that describes the expectations of each party and is not intended to be legally binding.

There are two CESM MOU models:

1. DFES Employed CESM
2. LG Employed CESM

MOUs are typically established for a three-year term, with periodic reviews encouraged to ensure alignment with evolving community risk profiles, business planning and strategic direction.

While not legally binding, the MOU is to be consistent with the missions, visions and values of both DFES and the partnering Local Government(s)

Aim

The aim of the MOU is to formalise the shared responsibilities between DFES and the Local Government/s for the delivery of emergency services within the Local Government's area of responsibility:

The MOU is designed to:

- Reduce the number and impact of emergency incidents in the community and surrounding areas.
- Support the effective management and coordination of Volunteer BFB.
- Develop a partnership that sees the best practice approach to emergency service delivery implemented between Local Governments and DFES.
- Promote and strengthen community ownership of fire prevention and natural hazard preparedness programs and activities.
- Establish an agreement between the Local Government and DFES, under Part 3, Section 12(2)(e) and (f) of the *Fire and Emergency Services Act 1998* (WA), to ensure the Volunteer BFB are appropriately supported, trained, equipped and resourced to deliver effective emergency services to the community.

Funding Model Ratio

The funding model for CESM positions operates on a shared contribution basis, with funding split between DFES and the Local Government according to the Local Governments rate revenue assessment (see table 1).

Where a CESM position is providing service to multiple Local Governments, the combined rate revenue assessment is used to determine the funding ratio.

The funding percentage is determined at the time of MOU development or renewal, using the LG's most recent rate revenue data (typically assessed in January each year). This allows Local Governments adequate time for internal budgeting processes and planning.

Department of Local Government, Industry Regulation and Safety – Financial ratios available via. https://www.mycouncil.wa.gov.au/Council/CompareAllCouncil

LG Rates Assessment ($000)	DFES	Local Government	ESL Categories
0 – 3,000m	70%	30%	4 & 5
3,001m – 10,000m	60%	40%	3, 4 & 5
10,001m upwards	50%	50%	3, 4 & 5

Table 1 CESM Funding Ratio Based on Rate Revenue

Dispute Resolution Process

The MOU outlines the process for any dispute between DFES and the Local Government(s).

The parties will make every reasonable effort to resolve any dispute arising under this MOU locally, through direct discussion, conference and negotiation, as quickly as practicable.

Approval

The MOU must be developed by the DFES Regional Office and checked by:

- DFES District Officer State CESM Coordinator and the Regional Superintendent.
- DFES Legal and Legislative Services.
- Relevant Local Government executive representative (e.g. Manager, Director or Chief Executive Officer).

Final approval of the MOU requires sign-off by:

- The Local Government Chief Executive Officer(s); and
- The Fire and Emergency Services (FES) Commissioner.

Signed copies of the MOU must be sent to the Local Government.

MOUs once developed and both parties have signed, are to be added to the DFES CESM MOU Register and the CESM MOU file system.

At the completion of the initial three-year term, a simplified MOU Extension Document may be used by the Local Government and DFES to extend the agreement for an additional three (3) years providing there are no major changes required.

Evaluation

The effectiveness of the MOU shall be evaluated on the basis of each party meeting its agreed responsibilities. Specifically, evaluations will consider:

- DFES successfully performing its various obligations as agreed to; and
- Local Government successfully performing its various obligations as agreed to.

Regular monitoring and engagement between DFES and Local Government should support early identification of issues and opportunities for improvement.

Business Plan

A CESM business plan is the key formal document that translated the high-level intent of the MOU into clear, measurable priorities and deliverables. The business plan provides a structured yet flexible framework for the Local Government and DFES representatives to jointly set priorities for the CESMs workload, focus areas and performance expectations based on local risks and requirements.

Jointly developed by the DFES Regional Superintendent and the LG CEO (or delegate), the plan outlines agreed outcomes, key responsibilities, timeframes and performance indicators. Priorities are classified using a tiered system (High, medium or low) to guide resourcing and scheduling.

The business plan functions as a dynamic management framework, guiding the CESMs focus areas and supports their reporting requirements. Regular review and discussion of the plan help to maintain alignment with local priorities and ensure transparency in tracking progress towards the agreed deliverables.

Some outcomes or key performance indicators (KPIs) may extend beyond a 12-month period or represent ongoing responsibilities that reflect the evolving nature of emergency management work. The success of the program relies on regular and structured engagement between DFES and Local Government line managers to review progress, address challenges and ensure that planned outcomes are achieved.

All MOUs and business plans are developed from generic templates to ensure consistency across the program but retain the flexibility to adapt to local circumstances. Plans may be amended at any time by mutual agreement between DFES and the Local Government(s).

Developing the Business Plan

The business plan is an extension to the MOU between the DFES Regional Superintendent and the Local Government representative. The plan provides flexibility for the parties to identify, prioritise and set agreed outcomes:

Priority 1	High – Critical outcomes required as part of Business as Usual (BAU)
Priority 2	Medium – Achievable outcomes required as part of BAU
Priority 3	Low – Desired outcomes required as part of BAU
Priority 4	Deferred/Not applicable.

Steps to complete the CESM Business Plan Template:

1. Save a new copy of the Template titled "Local Government – CESM Business Plan Month / Year to the next 12-month plan. (eg: May 2020 / May 2021).
2. Insert the Local Government logo in the yellow section of the header on page 1
3. Complete all yellow highlighted sections on the first page *(NOTE: these are linked to populate the complete document. (eg: Bridgetown – Greenbushes)).*
4. Proceed to the Header of page 2 and insert the Local Government logo (smaller version).
5. Review, discuss and adapt locally to each item within the business plan *(outcome, strategy, task, whom, when, performance indicators)* For each outcome, assign a priority level using the dropdown selector (High, Medium, Low).

Business Plan Focus

The CESM Role encompasses five core areas of responsibility that contribute to local and state emergency management outcomes:

Support Local Governments to meet their obligations under relevant emergency management legislation.

Delivery of all-hazard engagement initiatives designed to build community resilience and reduce the likelihood and impact of emergency incidents.

Support Local Governments in the development, implementation and maintenance of the Bushfire Risk Management (BRM) plan.

Development of volunteer capability and capacity to maintain competencies and skills aligned with brigade/unit profiles.

Operational response coordination in the Local Government's jurisdictional area of responsibility when appropriate.

Business Plan Reporting Process

Once the Local Government representative and DFES Regional Superintendent have agreed on the priorities in the business plan, the CESM and DFES District Officer should use the reporting tool to schedule and record progress of the outcomes quarterly. The business plan reporting tool should be completed by the CESM and provided to the DFES District Officer to review, discuss and file.

The reporting process encourages regular communication and shared oversight, ensuring that barriers to progress can be addressed early and outcomes are achieved in a timely manner.

Completing the Reporting Tool

1. Set the priority level of the outcome in the current quarterly sheet.
2. Select the status of the outcome using the drop-down choice and colour.
3. Estimate the percentage completed to date.
4. Provide a brief summary on the current progress or issue related to the outcome. This can be discussed and reviewed with the DFES line supervisor during review.



Prevention

Prevention

Prevention encompasses proactive measures aimed at reducing or eliminating the likelihood and consequences of emergencies before they occur.

Within Local Government, this involves identifying and addressing risks through strategic planning, mitigation works, community education, and land-use management.

CESMs play a pivotal role in coordinating these activities by supporting the development and implementation of BRM plans, facilitating Mitigation Activity Funding (MAF) projects and promoting local awareness and preparedness programs.

Prevention focuses on building safer, more resilient communities through evidence-based risk reduction, multi-agency collaboration, and the integration of prevention principles into Local Government operations, planning frameworks, and decision-making processes.

Bushfire Risk Management Plans

Under section 2.2.1 of the *State Hazard Plan – Fire*, it is recommended that all Local Governments with bushfire risk establish a BRM plan. It also states that Local Governments identified within *State Hazard Plan – Fire (Appendix G)* as having high or extreme bushfire risk must maintain a DFES Office of Bushfire Risk Management (OBRM) endorsed BRM plan that applies to the entire Local Government area. The BRM plan is a strategic tenure-blind document that identifies assets vulnerable to bushfire and prioritises treatment actions to reduce associated risks.

The Treatment Schedule in the BRM plan sets out a broad program of coordinated multi-stakeholder treatments to address risks identified in the BRM plan. Government agencies and other land managers responsible for implementing treatments participate in developing the BRM plan to ensure treatment strategies are collaborative and efficient, regardless of land tenure.

Specifically, the objectives of the BRM plan are to:

- Coordinate a tenure blind, multi-agency BRM program.
- Document the process of risk identification, analysis and evaluation to support prioritised, systematic treatments.
- Facilitate the effective use of financial and physical mitigation resources.
- Integrate BRM into the business processes of Local Government, landowners and other agencies.
- Promote alignment and collaboration between landowners, BRM programs and activities; and
- Establish a system for monitoring and reviewing treatment effectiveness enabling risk to be managed at an acceptable level.

Mitigation Activity Funding

Once a Local Government has an endorsed BRM plan they are eligible to apply to DFES for MAF to implement priority treatments identified within the plan.

The CESM may play a critical coordination role in this process, supporting Local Governments in their application for grant funding by working collaboratively with DFES Bushfire Risk Management Officers (BRMOs), regional and Local Government staff, volunteers, and other stakeholders to prepare, justify, and submit funding applications. These applications must clearly demonstrate alignment with the priorities, objectives, and treatment strategies outlined in the BRM plan and ensure proposed works are risk-based, achievable, and compliant with DFES program guidelines.

Since its establishment in 2017, the MAF grants program has allocated significant funding to Local Governments across Western Australia to deliver on-ground mitigation works such as prescribed burning, mechanical vegetation management, firebreak installation, and other targeted treatments, significantly reducing bushfire risk to communities, critical infrastructure, and environmental assets.

The CESMs involvement may ensure that funding applications are developed strategically, delivered effectively, and reported in accordance with DFES requirements, supporting continuous improvement in local risk mitigation planning and program accountability.

Mitigation Activities on Local Government Reserves

BRM plan treatment activities can be coordinated by the CESM, in liaison with Local Government staff, volunteers and key stakeholders, on Local Government reserves to reduce the likelihood and consequence of bushfires to the surrounding community.

Treatment activities may include:

- Planned burns to reduce fuel loads.
- Manual/mechanical fuel reduction – such as installation of fire breaks, slashing or mulching.
- Chemical treatments – such as herbicide application to manage invasive weed species.

Following the completion of the mitigation activities, CESMs (or a designated Local Government representative) may be expected to record the completed work and its effectiveness into the government's statewide Bushfire Risk Management System (BRMS) to track progress and support future planning or funding applications.

This process helps maintain transparency, improve strategic bushfire risk management, and strengthen the case for ongoing investment in mitigation efforts.

Mitigation Activities on Unallocated Crown Land / Unmanaged Reserves

Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) are forms of Crown land in Western Australia that do not have an active management authority. UCL refers to Crown land that is neither leased nor reserved, while UMR refers to land that was previously set aside for a particular purpose but is no longer managed or used for that intent. These land tenures often adjoin residential or semi-rural areas and can present elevated bushfire risks due to limited maintenance, vegetation build-up, and unclear management responsibility.

CESMs may be requested to assist DFES with mitigation activities on UCL or UMR within the Metropolitan area and Gazetted townsites that are coordinated by regional DFES BRMOs or a Regional District Officer. This provides a coordinated and consistent approach to reduce the bushfire risk to communities and provide a collaborative approach by both DFES and Local Government.





Bushfire Community Engagement Forum

Community Preparedness Programs

CESM's play a role in developing and delivering all-hazard community programs, which builds community resilience by understanding their risk and encouraging proactive prevention and preparedness.

The community preparedness programs will generally focus on:

- Working collaboratively with the community and volunteers to raise awareness and understanding of risks, and encourage and support action to prevent, prepare for, respond to and recover from disasters.
- Building upon existing strengths, skills and networks to enable communities to be more self-reliant when faced with a disaster.
- Partnering with volunteers and other organisations to deliver coordinated, locally relevant initiatives.

Community preparedness programs may include:

- School and youth programs.
- Juvenile and Family Fire Awareness Program (JAFFA).
- Bush Fire Ready.
- Storm Smart.
- Burn Smart.
- Smoke Alarm Program.
- Development of community engagement network events.

Assistance in the development, coordination and delivery of the community preparedness programs can be obtained via the DFES Community Preparedness Directorate and Regional Community Preparedness Advisors.

Land Use Planning

It is not the role of the CESM to conduct or approve Bushfire Attack Level (BAL) assessments or Fire Management Plans on private properties. The CESM may be requested to provide feedback to assist in bushfire-related land use planning processes. This may include:

- Supporting DFES Land Use Planning staff, Local Government Planning teams, developers and consultants with the interoperating *State Planning Policy 3.7 – Bushfire.*
- Participating in local bushfire-prone area reviews.
- Advising on strategic planning matters involving bushfire risk.

Preparedness

Preparedness

Preparedness focuses on strengthening the capability and readiness of Local Governments, volunteer brigades, and the community to respond effectively when emergencies occur.

It includes activities such as developing and maintaining Local Emergency Management Arrangements (LEMA), supporting brigade training, maintaining Bushfire Response Plans, ensuring adequate resources and facilities, and participating in regular exercises and reviews. The CESM plays a central role in coordinating these efforts by connecting DFES, Local Government, and community stakeholders to ensure risks are understood, capabilities are aligned with those risks, and that all parties are confident in their roles and responsibilities. Preparedness ensures that when emergencies arise, response efforts are timely, coordinated, and effective.

Local Government Grant Scheme

The CESM is responsible to coordinate the application, management and acquittal of the Local Government Grant Scheme (LGGS). The LGGS provides essential funding to support BFB and State Emergency Service (SES) units within the Local Government.

The LGGS comprises of two main components:

- Capital Grants: For the acquisition of new firefighting appliances, emergency vehicles and construction or major upgrades of brigade facilities; and
- Operating Grants: To fund the day-to-day costs of emergency services, including vehicle running costs, utilities, personal protective equipment, volunteer insurance, consumables and general administration.

The CESM works closely with DFES District Officers, BFBs, SES volunteers and Local Government staff to ensure LGGS submissions reflect operational needs, are compliant with the LGGS Manual, and meet funding requirements.

LGGS applications are required to be approved by the Local Government Chief Executive Officer before being sent to DFES Asset Planning Services for review.

Risk to Capability Assessment

As part of the LGGS Capital Grants process, CESMs may be required to undertake or participate in a Risk to Capability Assessment. This assessment identifies current and emerging risks and evaluates whether existing resources and capabilities are sufficient to mitigate them. It ensures that funding and resource allocation decisions are transparent, evidence-based and aligned with local risk needs.

Local Government Budgeting and Grants

In addition to LGGS funding, Local Governments may allocate internal budgets for emergency services activities. The CESM may be requested to manage or support these funds in accordance with the Local Governments financial policies. Local Government funding may include:

- Installation or maintenance of emergency water supplies.
- Community awareness and preparedness programs.
- Mitigation activities on Local Government reserves and freehold land.
- Local emergency management projects; and
- Emergency response and administration financial obligations.

Opportunities may also arise where a CESM may be able to apply on behalf of a Local Government for emergency management related grant opportunities such as:

- The Natural Disaster Resilience Program (NDRP).
- WA Disaster Ready Fund (DRF).
- All West Australians Reducing Emergencies Grant (AWARE).
- Western Power Bushfire volunteers grants and
- Local or regional community grants.

These grants will normally assist with the funding of emergency management related projects and items not generally accessible via the LGGS.

> Note: The DFES regional District Emergency Management Advisor (DEMA) will be able to provide guidance with applications for AWARE, DRF and the NDRP grants.

BFB Recruitment and Continuity Planning

Volunteering is critical to the response and management of bushfires in Western Australia. Despite their vital role, recruitment and retention challenges persist across the sector.

As part of their responsibilities, CESMs play an important role in strengthening the sustainability and long-term viability of BFBs by:

- Coordinating and supporting local volunteer recruitment initiatives.
- Facilitating succession planning for key brigade leadership positions.
- Identifying and mentoring emerging leaders within the volunteer workforce.
- Promoting an inclusive, respectful, and supportive brigade culture.

CESMs can access guidance and support through the DFES Strategic Volunteering and Youth Programs Directorate, as well as regionally based Volunteer Management Support Officers (VMSOs).



Management of BFB

CESM's play a significant role in the effective management of the Local Government's BFBs. In partnership with the relevant Local Government staff and the Chief Bushfire Control Officer, CESMs ensure that the brigades are trained, equipped and operationally ready 24/7, 365 days of the year.

All interactions should respect the brigade's chain of command to enable the CESM to manage workload, and not to undermine the brigade leadership structures.

This may include but not limited to:

- Assisting in the recruitment of volunteers and management of brigade records.
- Ensuring adequate supply of PPE, uniforms and operational consumables.
- Coordinating maintenance and servicing of brigade stations and appliances.
- Provide advice and guidance to brigade leadership teams on brigade management and administration.
- Managing adequate insurance cover for volunteers, buildings and equipment.
- Provide guidance on planned burns, including legislative compliance and risk management.
- Maintenance of the Local Government's "000" agreements with the DFES Communication Centre. This agreement outlines the process for the dispatch of Local Government's BFBs to emergency incidents; and
- Coordination of BFB's response to emergency incidents.

Training of BFB Members

The CESM may be responsible for coordinating the training and development of BFB members within their Local Government area(s). This includes ensuring that all volunteers meet the minimum training requirements outlined in the *State Hazard Plan – Fire* and any Local Government requirements, which specifies the competencies required for personnel attending fire-related incidents.

The Bushfire Centre of Excellence (BCoE) develop and deliver the majority of bushfire training courses and DFES Academy provides other training such as structural courses and BA. Some specialist courses, such as *Provide First Aid*, are delivered by external providers (e.g. St John Ambulance).

The training coordination activities that the CESM may be required to undertake include:

- Conducting training needs analyses and identifying training gaps.
- Development and maintenance of an annual brigade training calendar.
- Coordination of training courses, facilities and access to qualified trainers.
- Delivery of training courses locally and as part of the DFES regional training calendar if they are qualified to do so.
- Arranging accommodation and welfare for volunteers and trainers.
- Management and recording of the training course file and related training documents.
- AIIMS capability assessment and coordination.
- Facilitation of pre-bushfire season preparedness training; and
- Interagency training with stakeholders such as Department of Biodiversity, Conservation and Attractions (DBCA).

Administration of the State Emergency Service (SES)

In many circumstances Local Government is responsible for the administration of SES units located within their jurisdiction and has ownership of the SES facilities and equipment. The CESM may support SES unit's executive members and the regional DFES District Officer Natural Hazards to ensure:

- LGGS submissions and funding associated with the SES unit are managed.
- SES facilities are constructed and/or maintained.
- Coordination of SES vehicle and equipment maintenance.
- Arranging purchase orders for the acquisition of operational consumables and minor works; and
- Acting as a liaison between the unit, Local Government and DFES for non-operational support.

Deployment Registers

Local Governments may be requested to support operations beyond their jurisdiction, including Intrastate, Interstate and International deployments. The logistical requirements of these deployments are significant and require a coordinated approach.

In the event a request for assistance is received, the CESM is typically responsible for:

- Maintaining a local volunteer deployment register (In consultation with the CBFCO and brigade captains).
- Ensuring volunteers are appropriately qualified, available and equipped.
- Liaising with DFES Metropolitan and Regional Duty Coordinator (MDC/RDC) to support regional and state-level deployment planning. *(State deployment register)*.

Bushfire Response Plans and Arrangements

Local Governments are responsible for developing and maintaining local Bushfire Response Plans in accordance with the *State Hazard Plan – Fire.*

Bushfire Response Plans provide clear guidance to firefighters and key stakeholders on how to respond to bushfires within the local area. These plans outline the coordinated structure and operation of brigades, set minimum training standards and PPE/PPC for firefighters and may complement existing Standard Operating Procedures (SOP) or relevant Local Laws.

Regional DFES District Officers can provide support and technical advice to assist Local Governments and CESMs in the development and maintenance of their Bushfire Response Plans.

Identification and Maintenance of Incident Control Centres

During large-scale incidents, Local Government may need to activate an Incident Control Centre (ICC), these facilities need to be identified prior to an emergency and effectively equipped to support the response requirements.

CESMs may need to work with Local Government Emergency Management Committee to:

- Identify suitable facilities in advance that can be activated as ICCs.
- Ensure those facilities have adequate resources.
- Conduct periodic audits to ensure logistical readiness of the identified facilities and ICC support personnel.

Local Emergency Management Arrangements

Under the *Emergency Management Act 2005 (EM Act)*, Local Government are required to prepare and maintain Local Emergency Management Arrangements (LEMAs) for their district. These arrangements are essential for ensuring coordinated and effective emergency management at the local level.

The LEMA sets out:

- The Local Government's arrangements for emergency management.
- The roles and responsibilities of public authorities and other stakeholders involved in emergency management in the Local Government district.
- Provisions for the coordination of emergency operations and activities relating to emergency management.
- Descriptions of emergencies that are likely to impact the Local Government district.
- Strategies and priorities for emergency management in the Local Government district.
- The Local Government's Recovery Plan and the nomination of a Local Recovery Coordinator.
- Any other matters prescribed in the *Emergency Management Regulations 2006*; and
- Additional information the Local Government considers appropriate.

Given the specialist knowledge and operational experience, the CESM may take a leading role in the establishment and review of the Local Government's Emergency Management Arrangements.

The DFES regional District Emergency Management Advisor (DEMA) will be able to provide advice in relation to Local Emergency Management Arrangements and their exercising.

Emergency Water Supplies

To support bushfire suppression efforts, many Local Governments establish and maintain emergency water supplies in strategic locations. These may include:

- Static water tanks.
- Rural subdivision water points.
- Airfield water supplies.
- Natural or constructed sources such as dams and soaks.

In some non-gazetted townsites, Local Governments may also be responsible for the maintenance and servicing of fire hydrants.

The CESM may be required to assess the Local Government area to identify the requirement for establishing emergency water supplies or the coordination of the maintenance of existing assets and surrounding land/access. Emergency water supplies will also need to be identified so local BFB and key stakeholders can access them during emergencies.

Response

Response

Response involves the actions taken immediately before, during, and after an emergency to protect life, property, and the environment.

CESMs support Local Governments by coordinating operational responses within their jurisdiction, assisting with incident management arrangements, and ensuring volunteer brigades are well-supported and interoperable with DFES resources. This includes maintaining incident control centre readiness, supporting information flow between agencies, and ensuring that local arrangements complement DFES command structures. Through effective leadership and coordination, the CESM helps ensure response operations are safe, efficient, and aligned with legislative and procedural frameworks such as the *State Hazard Plan – Fire* and AIIMS principles.

CESM Incident Response

CESMs may attend bushfires and other incidents when required. The CESM does not have to attend every incident, nor is it their role to take on the Incident Controller position unless requested by the Local Government(s).

Reasons that may require the CESM to attend an emergency incident are:

- If the CESM is the delegated Chief Bushfire Control Officer (CBFCO), Deputy Chief or BFCO.
- The bushfire is located in a politically or socially sensitive area.
- Unfavorable weather involving a rapid escalation of fire.
- To mentor volunteers in Incident Management positions.
- The CESM is required to participate in the Incident Management Team (IMT).
- The incident is complex and/or across jurisdictional boundaries and/or management of the incident is likely to be handed over to another agency.

Depending on their qualifications, experience, and the complexity of the incident, CESMs may assume a variety of roles. One of the main roles of a CESM during a large scale or complex incident is to provide a vital liaison role between Hazard Management Agencies, Controlling Agencies, Support Agencies and the Local Government.

Their local knowledge of the Local Government and experience in emergency management make them the perfect conduit to maintain networks and facilitate requests to assist in combating the incident.

In some circumstances, Local Governments may determine that the CESM is not to participate directly in bushfire suppression or operational response activities. This direction may be based on organisational policy, fatigue management considerations, or the nature of the CESM's employment arrangement (e.g. non-operational contract terms).

Where such a direction applies, the CESM's role during an incident remains strategic and coordinative rather than operational. This may include providing advice to Incident Controllers, facilitating information flow between DFES and Local Government, coordinating resource support, maintaining situational awareness, or assisting with recovery planning and post-incident debriefs.

In all cases, the CESM must operate within the parameters set by their employing authority and maintain clear communication with both the DFES line manager and the Local Government representative to ensure expectations are understood and safety obligations are met.



Bushfire Response

Local Government Managed Incidents

Where the Local Government has control of an incident as per the respective legislative authorisation, the Local Government may specifically request or require the CESM to attend the bushfire or related emergency. In these cases, any associated costs incurred by the CESM's attendance, such as overtime, allowances, accommodation or travel, should be met by the Local Government in accordance with the employment conditions and funding arrangements detailed in the CESM MOU.

These expectations should be clearly communicated and documented between DFES, the Local Government, and the CESM to ensure transparency, consistency, and effective management of time, fatigue, and remuneration where applicable. Clear agreement on these arrangements helps avoid misunderstanding and ensures that the CESM's operational involvement supports both organisational and community safety outcomes.

Local Government Allowances

Local Governments may implement additional standby, availability, or operational support arrangements for CESMs during defined risk periods or significant local incidents.

Where such arrangements are enacted, any payments or allowances provided will be determined by the CESM's Local Government employment contract or the relevant Local Government policy.

Examples include:

- High-risk bushfire weather periods.
- Significant local emergencies requiring extended monitoring.
- Local Government on call rosters, availability periods or after-hours escalation arrangements.

Funding for these Local Government–initiated allowances is borne by the Local Government unless otherwise agreed in writing with DFES.

DFES Managed Incidents

There will be times when DFES will seek the Local Government's support for the CESM to attend incidents on their behalf to assist with the management of the incident or to obtain essential training, experience and knowledge.

When the CESM has been approved by the Local Government/s to attend an incident on behalf of DFES they will be eligible for overtime payments and allowances that are fully covered by DFES. This includes turn outs requested by DFES ComCen, Metropolitan or Regional Duty Coordinator (MDC/RDC) to mobilise to incidents. These conditions will be as per their contract of employment with both parties.

> Note: There will be times during Level 2 or 3 Incidents when the CESM will be released to provide a direct link between the Local Government CEO, Incident Management Team and the Metropolitan / Regional Operations Centre.

DFES Allowances

DFES may request Local Government support for a CESM to participate in High Threat Period on call rosters, pre-formed incident management teams or availability/on call rosters to support bushfire and emergency operations across the State.

Availability Allowance – As part of their contract, CESMs are paid an Availability Allowance, funded 100% by DFES. This means that the CESM needs to remain contactable for DFES matters only, but not necessarily immediately available, outside the employee's normal hours of duty.

On Call Allowance – When the CESM is either rostered during the High Threat Period, during periods of inclement weather ongoing incidents, the CESM may be placed On-Call by DFES. The CESM needs to be immediately contactable outside of the employees' normal hours of duty in case of a call out requiring an immediate return to duty by DFES.

> Note: This does not mean the CESM is available 24/7 for general enquiries that can be dealt with during business hours.

Both the On Call and Availability Allowance are fully funded by DFES and are not paid during periods when the CESM is on annual leave, sick leave or personal leave.

DFES Rosters

Each year DFES operates regional and state duty rosters to enhance its capability to respond to and manage emergency incidents during High Threat Periods.

DFES may seek Local Government's support to include the CESM as part of one of these rosters to assist in filling the variety of roles within the roster and to gain operational experience.

Local Governments support for CESM participation in these rosters, strengthens collaborative response across the emergency services sector.



Recovery

Recovery

Recovery focuses on helping individuals, communities, and organisations return to normal or improved levels of functioning after an emergency.

Within Local Government, the CESM supports Local Recovery Coordination Groups, assists with impact assessments, and helps facilitate access to funding and assistance through mechanisms such as the Disaster Recovery Funding Arrangements (DRFAWA). Recovery is not only about rebuilding infrastructure but also about restoring wellbeing, community confidence, and resilience. The CESM plays a vital liaison role, connecting DFES, Local Government, and community partners to ensure recovery efforts are well-coordinated, sustainable, and informed by lessons from previous events.

Local Government Recovery Activities

Under the *Emergency Management Act 2005*, Local Governments are responsible for coordinating and managing recovery activities following an emergency affecting their communities. This includes ensuring that recovery planning is established, exercised and implemented in collaboration with key stakeholders.

Specifically, Local Government must.

- Manage local recovery activities following an emergency affecting their community.
- Prepare and maintain a Recovery Plan in line with Local Emergency Management Arrangements, including nomination of a Local Recovery Coordinator.
- Include initial recovery considerations in response plans, particularly when acting as the Controlling Agency.

Recovery is not just a post-event activity; it begins during planning and continues throughout response and well beyond the emergency event. Effective recovery planning strengthens community resilience, restoring functionality and supports long-term wellbeing.

Given the significant Local Government involvement during recovery activities, CESMs may be required to provide advice and assistance to the Local Government Recovery Coordinator in relation to the activation and implementation of the Local Government's Recovery Plan.

Similar to response, the CESM will be able to provide a vital liaison role between Hazard Management Agencies, Controlling Agencies, Support Agencies and Local Government.

Disaster Recovery Funding Arrangements

DRFAWA provides financial assistance to help Local Governments and eligible parties recover from declared natural disaster events or terrorist acts.

Following an emergency incident within a Local Government's jurisdiction, the Local Government may be eligible to apply for funding in relation to recovery activities.

Given a CESM's emergency management background and local knowledge they may be requested to provide assistance and guidance to Local Government staff in the development of an application for disaster recovery funding. This may include gathering impact assessment data, identifying eligible costs, and providing guidance on documentation and submission requirements.

For additional support, the DFES DEMA is available to provide advice and assistance to both Local Governments and CESMs throughout the recovery and funding application process.

Administration and Procedures

Administrative and Procedural Activities

Local Government Meetings

Local Emergency Management Committee Meetings

Under the *Emergency Management Act 2005*, Local Governments are required to establish one or more Local Emergency Management Committees (LEMC) for the Local Government's district. These Committees:

- Advise and assist the Local Government in ensuring that local emergency management arrangements are established and maintained for its district.
- Liaise with public authorities and relevant stakeholders in the development, review and testing of local emergency management arrangements; and
- Undertake emergency management activities as directed by the State Emergency Management Committee or prescribed by the *Emergency Management Regulations 2006*.

The CESM may be expected to actively participate in LEMC meetings and provide support to the functioning and requirements of the committee and its meetings. The CESM may be appointed as Executive Officer to coordinate agendas, minutes, and follow-up actions for the LEMC.

Bush Fire Advisory Committee Meetings

The *Bush Fires Act 1954* states that Local Governments may establish a Bush Fire Advisory Committee (BFAC) for the purpose of advising the Local Government as relates to the Terms of Reference of the committee.

The CESM will be required to attend the BFAC meetings and provide support with the functioning and requirements of the committee and its meetings.

District/Regional Officers Advisory Committee Meetings

The District/Regional Operations Advisory Committee (DOAC/ROAC) meetings provide a forum for Local Government representatives/ CBFCO to come together and discuss relevant matters raised at BFAC meetings or other regionally relevant fire control matters.

The CESMs are invited to these meetings as an attendee to support the CBFCO, gain insights into regional matters and strengthen interagency relationships. If the CESMs Local Government is hosting the meeting they may be required to assist with facilitation and administrative requirements.

Council Meetings

The CESM may be requested to attend Council Meetings to present reports and/or provide technical advice on emergency management related matters relevant to the Local Government.

CESM Administration

CESM Vehicle

The CESM position is provided with a vehicle which is fitted with DFES specifications (e.g. Emergency Reflective stripes, lights, sirens and Automatic Vehicle Location (AVL)). The type and model of the vehicle is determined by the Local Government in consultation with DFES to meet their requirements. Further details about the vehicle are outlined in the CESM MOU.

Salaries

All CESMs should familiarise themselves with the terms of their employment agreements. In general, DFES-employed officers are employed at the equivalent of a Station Officer under the Fire Services Enterprise Bargaining Agreement (EBA). Local Government employed CESM's work within an agreement between the Local Government and DFES in line with general provisions of the Local Government Officers Award or EBA.

- Availability and On Call allowance/s for DFES authorised requirements is fully funded by DFES.
- Availability and On Call allowance/s are not eligible for CESMs during any period of leave.
- Only one form of allowance is available to claim at one time.

CESM Fatigue Management

Local Government line managers in conjunction with DFES District Officers will work with the CESM to ensure that they are managing their fatigue levels during operational incidents and during their day-to-day business activities.

The CESM role can be very demanding, and it is important that hours of work are maintained within the reasonable guidelines of their contract. To achieve this a strategic work plan should be developed that outlines priorities for the Local Government area so it provides clear directions for the CESM, so they can manage their time and business activities.

The DFES Wellness program is built around several key pillars designed to support sustained, psychological, physical and spiritual health and well-being and is accessible by all CESMs.

Succession Planning

Identification and development of potential successors for the CESM position is vital to the continuation and success of the role. Suitable candidates for the position may come from emergency service volunteers or Local Government staff. It is important that these people are identified and offered acting opportunities to allow them to develop their skills and knowledge of the position. This is extremely important to cover periods of leave and have suitable candidates available should a vacancy in the CESM position arise.

It is also important that CESMs be considered for possible acting opportunities within DFES as part of their personal development and to enhance their emergency management capabilities. Acting opportunities for CESMs are further detailed within the business plan.

In the case of a Local Government employed CESM, it is the responsibility of Local Government to backfill and fund the CESM position for periods of leave of absence as and when required.



CESM Dress and Grooming Standards

The CESM is to adhere to the Local Government and DFES Dress and Grooming standards, meeting the standard of whichever is higher. This includes requirements in relation to facial hair, hair styles, tattoos, makeup, jewelry etc.

There are three main types of uniforms for the CESM position.

As per the MOU DFES will provide the CESM with the required uniforms. These uniforms can be ordered by the CESM via their relevant DFES District Officer using the Stewart & Heaton online website. Photos of the uniforms are provided below.



Dress of the Day

Is the normal day to day work uniform that the CESM will wear on a daily basis. This uniform comprises of a dark blue shirt and cargo pants, black belt, belt buckle, soft shell jacket and black safety boots.



Dress Uniform

Is for formal or ceremonial occasions. The dress uniform comprises of a white long sleeve dress shirt, dark blue dress pants, tie, tunic, officers cap, black belt, belt buckle and dress black shoes.



PPE/PPC Uniform

This is worn by the CESM at operational incidents and training. This uniform comprises treated dark blue cargo pants and cotton t-shirts, lime green or gold tunic, gloves, safety glasses, black safety boots and a red level 1 bushfire helmet.



CESM Epaulettes

The CESM Epaulets are worn on all three of the uniforms and are part of the insignia worn within DFES. The CESM epaulettes have two gold stars and the name of the Local Government.

DFES Badge

The CESMs will wear the blue Department of Fire and Emergency Services badge on their uniforms.

CESM Phone and Laptop

The CESM will be provided with a mobile phone and a DFES issued laptop as per the MOU. The Local Government will provide a suitable workspace and access to a personal computer for the CESM to utilise.

The CESM must abide by all the relevant DFES and Local Government policies in relation to information technology user agreements, including information security, acceptable use, and data management protocols.

CESM Training

DFES has established a CESM Development Pathway which takes into account both operational and administrative based training to assist with the capability and development of the CESM. A budgeted amount for CESM training is identified in the MOU.

It is recognised that ongoing training will be required for CESM continuous development. This should be coordinated between the local DFES District Officer and the Local Government supervisor. On appointment *(depending on the relevant experience and skills of the person)*, it is the responsibility of the DFES Region to work with the Local Government to coordinate a suitable initial induction tailored to the CESMs prior experience and with local context.

Other training opportunities or forums may become available, and their suitability can be discussed between the relevant DFES and Local Government managers.

The CESM is required to attend the annual CESM Forum, typically held in mid to late July. Attendance is mandatory for professional development, interagency collaboration, and capability alignment.

Code of Conduct

The CESM will need to be inducted and maintain awareness of the relevant DFES and Local Government Code of Conduct. The CESM will need to ensure that they comply with relevant policies and guidelines in relation to work behavior including.

- Maintaining a high standard of personal behavior.
- Demonstrating integrity and ethical decision making.
- Respecting others and fostering a safe, inclusive work environment.
- Compliance with policies on drug and alcohol use, bullying and harassment.
- Avoiding and declaring conflicts of interest.
- Appropriate use of public resources.

> Note: DFES provides periodical online training sessions on these subjects.

Any disciplinary actions will be determined between the relevant DFES and Local Government manager.



CESM Forum 2025 – State CESM Group at the Karla Katitjin Bushfire Centre of Excellence

GOVERNMENT OF WESTERN AUSTRALIA

DFES
Department of Fire & Emergency Services

Further Information

Further information in relation to the CESM program or position can be obtained by contacting the DFES District Officer State CESM Coordinator.

6 REGULATORY SERVICES

6.2 SURVEILLANCE DEVICES AND AERIAL IMAGING

Adopted or Reviewed by Council:	**Council Minute Reference:**
Reviewer:	Manager Regulatory Services
Local Law:	
Procedure:	CCTV Management and Operation Manual; Ranger/Regulatory Services Standard Operating Procedures
Delegation:	CEO, Ranger, Authorised Officers

OBJECTIVE

The objectives of this policy are to:

- Improve the safety of Shire of Kojonup (Shire) employees, contractors and Authorised Officers undertaking Shire duties;
- Discourage occupational violence, threats, abuse, antisocial behaviour, damage to Shire property and unlawful conduct;
- Assist with investigation, enforcement and evidence gathering for breaches of Acts, regulations, local laws, notices, approvals, permits, licence conditions and Shire requirements;
- Support public safety, emergency management, bushfire mitigation and compliance inspections;
- Ensure surveillance devices and aerial imaging are used only for lawful, proportionate and authorised purposes;
- Ensure recorded information is stored, retained, accessed, released and destroyed in accordance with legislative and recordkeeping obligations;
- Protect confidentiality and personal information in accordance with the *Surveillance Devices Act 1998, Privacy and Responsible Information Sharing Act 2024 (PRIS Act 2024), Freedom Of Information Act 1992* and *State Records Act 2000;*
- Provide a clear basis for drone/RPAS use by the Shire for local government inspection and operational purposes; and
- Maintain transparency, accountability, integrity and public confidence in the Shire's regulatory functions.

DEFINITIONS

Term	Meaning
APP	Australian Privacy Principles under the *Privacy Act 1988* (Cth), where relevant as best practice guidance. The Shire's primary Western Australian privacy obligations are now addressed through the *Privacy and Responsible Information Sharing Act 2024*.
Authorised Officer	An employee, contractor or other person authorised by the Chief Executive Officer or Council to administer or enforce an Act, regulation, local law, permit, approval, notice, order, licence or other Shire function.
Body Worn Camera	A portable optical and, where enabled, audio recording device worn by an Authorised Officer during Shire duties.
CCTV	Closed Circuit Television or any fixed, temporary or mobile camera system used by or on behalf of the Shire.
CASA	Civil Aviation Safety Authority
CEO	Chief Executive Officer

DRAFT

Drone/RPAS	A Remotely Piloted Aircraft System, unmanned aircraft, drone, camera drone or associated equipment used to capture aerial images, video, thermal imagery or related metadata.
FOI Act	*Freedom of Information Act 1992*
ICT	Information and Communications Technology
IPP	Information Privacy Principles under the *Privacy and Responsible Information Sharing Act 2024*
Listening Surveillance Device	A device capable of being used to record, monitor or listen to a private conversation, subject to the meaning and exclusions in the *Surveillance Devices Act 1998*
Optical Surveillance Device	A device capable of being used to record visually or observe a private activity, subject to the meaning and exclusions in the *Surveillance Devices Act 1998*
Personal Information	Information or an opinion about an identified individual or an individual who is reasonably identifiable, whether true or not and whether recorded in a material form or not.
PRIS Act	*Privacy and Responsible Information Sharing Act 2024*
Private Activity	An activity carried on in circumstances that may reasonably indicate that the parties desire it to be observed only by themselves, but does not include activity where the parties ought reasonably to expect that it may be observed.
Private Conversation	A conversation carried on in circumstances that may reasonably indicate that any party desires it to be listened to only by themselves, but does not include a conversation where the parties ought reasonably to expect that it may be overheard.
Recorded Data	Audio, video, images, still photographs, metadata, logs, flight records or information obtained from any surveillance device or drone/RPAS.
SDA	*Surveillance Devices Act 1998*
SOP	Standard Operating Procedure
Tracking Device	A device capable of being used to determine the geographical location of a person or object, subject to the meaning in the *Surveillance Devices Act 1998*
USB	Universal Serial Bus (information storage device)
Workplace Occupational Violence	Abuse, threats, harassment, intimidation, assault or other behaviour directed at an Authorised Officer, employee or contractor while undertaking Shire duties and which may cause physical or psychological harm.

POLICY STATEMENTS

The Shire may use surveillance devices and aerial imaging technology only where the use is lawful, authorised, proportionate, necessary for a legitimate Shire purpose and consistent with this policy.

Surveillance devices must not be used for improper, unreasonable, discriminatory, covert or personal purposes. Surveillance must not be used to monitor individuals where there is no lawful Shire function, safety need, enforcement purpose, statutory duty, asset protection purpose, emergency management purpose or approved operational requirement.

This policy does not authorise an officer to act outside legislation, delegation, warrant or statutory entry powers. Where specific legislation requires consent, a warrant, notice, entry authority or other approval, that requirement must be satisfied before a surveillance device or drone is used for that purpose.

Scope and Application

- Authorised Officers, Rangers, Environmental Health Officers, Building and Planning Officers, Fire Control Officers and other Shire officers undertaking regulatory or operational duties;
- Contractors or consultants using surveillance devices or drones on behalf of the Shire;
- Fixed, mobile and temporary cameras used in public places, Shire facilities, Shire vehicles, reserves, roads, public assets and operational sites;
- Body worn cameras, dash cameras and mobile recording devices used during inspections, interviews, patrols, compliance attendance, Ranger response or enforcement action;
- Drone/RPAS operations undertaken for Shire inspections, asset monitoring, emergency management, public safety, bushfire mitigation, environmental or regulatory purposes; and
- The creation, storage, access, use, disclosure, release, retention and destruction of recorded data.

Legislative and Regulatory Basis

- *Surveillance Devices Act 1998;*
- *Privacy and Responsible Information Sharing Act 2024;*
- *Freedom of Information Act 1992;*
- *State Records Act 2000;*
- *Local Government Act 1995;*
- *Work Health and Safety Act 2020*;
- *Criminal Code Act Compilation Act 1913*, where relevant to evidentiary or law enforcement matters;
- *Criminal Procedure Act 2004,* where relevant to prosecutions and evidence;
- Civil Aviation Safety Regulations 1998 (Cth), Part 101;
- *Civil Aviation Act 1988* (Cth), where relevant;
- CASA drone safety rules, operator accreditation, registration and standard operating conditions;
- Shire of Kojonup Recordkeeping Plan, Complaints Handling Policy, Code of Conduct, Risk Management Framework, CCTV Policy and relevant SOPs.

Privacy and Responsible Information Sharing (PRIS)

The *PRIS Act* establishes a Western Australian privacy and responsible information sharing framework for public entities, including local governments. Surveillance recordings and drone imagery may contain personal information and must, therefore, be handled in accordance with applicable Information Privacy Principles and responsible information handling requirements.

The Shire must collect, use, store and disclose recorded data only for lawful Shire purposes, unless another use or disclosure is authorised by law, consent, FOI determination, court order, subpoena, lawful investigation, information sharing agreement or other approved authority.

Recorded data must be protected from misuse, loss, unauthorised access, modification or disclosure. Where a serious data breach or suspected privacy breach occurs, the matter must be reported and managed in accordance with the Shire's privacy breach procedure and applicable PRIS requirements.

The *PRIS Act* does not replace the *Surveillance Devices Act*. Officers must comply with both frameworks. The SDA governs the use of surveillance devices concerning private conversations, private activities and tracking while PRIS governs privacy, information handling and responsible sharing obligations.

DRAFT

Approved Purposes for Use

- Officer safety and prevention or documentation of occupational violence;
- Lawful investigation of suspected breaches of Acts, regulations, local laws, permits, approvals, notices, licence conditions or Shire requirements;
- Firebreak, bushfire mitigation, emergency management and hazard inspections;
- Environmental health, animal management, Ranger, building, planning and compliance inspections;
- Monitoring and protection of Shire buildings, facilities, roads, reserves, cemeteries, waste facilities, depots, public places and assets;
- Incident response, damage investigation, illegal dumping, unauthorised works, trespass, vandalism or public safety matters;
- Asset inspection, condition assessment, mapping, emergency response and operational planning;
- Supporting reports, briefs, evidence files and regulatory decision-making, provided the collection is relevant and proportionate.

Prohibited or Restricted Use

- Surveillance devices must not be used for personal curiosity, entertainment, social media content, harassment, discrimination or improper surveillance;
- Surveillance devices must not be intentionally used to record private conversations or private activities unless authorised by law, consent, warrant or another applicable lawful basis;
- Drones must not be used to peer into dwellings, private yards, bathrooms, bedrooms, change rooms or other areas where a person has a reasonable expectation of privacy, unless authorised by law and necessary for a lawful Shire purpose;
- Surveillance devices must not be used for covert surveillance unless expressly authorised by the CEO and supported by legal advice or lawful authority;
- Employees must not copy, download, transmit, publish, alter, delete or disclose recorded data except as authorised by this policy and relevant procedures.

Recording by Authorised Officers

Authorised Officers may activate body worn cameras, dash cameras, mobile recording devices or other approved surveillance devices where the officer reasonably believes recording is necessary or appropriate for officer safety, public safety, regulatory inspection, evidence gathering, incident management or lawful enforcement action.

Where practicable and safe, an officer should advise persons that recording is occurring. Failure to provide verbal advice does not automatically invalidate a recording where immediate activation is necessary, officer safety may be compromised, the recording is incidental to lawful duties, or a person should reasonably expect that the activity may be observed.

An officer must deactivate recording when the authorised purpose has ended, unless continued recording is reasonably necessary for safety, evidence continuity, incident documentation or completion of the operational activity.

Drone/RPAS Aerial Imaging

The Shire may use drones/RPAS to assist in lawful local government functions including firebreak inspections, bushfire mitigation, unauthorised development investigations, environmental monitoring, building and infrastructure inspections, waste management inspections, cemetery and reserve inspections, stock or animal management investigations, public land inspections, emergency management, disaster response, asset condition surveys and operational planning.

DRAFT

Drone operations must comply with CASA Regulations, CASA requirements and any applicable registration, accreditation, operator certificate, notification, flight restriction, airspace, safety and standard operating condition requirements.

The Shire must ensure pilots are appropriately trained, accredited, licensed or supervised for the category of drone operation being undertaken.

Drone operations must be planned and proportionate. Flight planning should consider the lawful purpose, location, flight path, safety risks, nearby people, vehicles, livestock, aircraft, emergency operations, sensitive sites, privacy impacts, weather, battery limitations, take-off and landing areas, and whether the operation can be achieved by a less intrusive method.

Drone imagery must be limited to what is reasonably necessary for the authorised Shire purpose. Incidental capture of persons, vehicles, private property or neighbouring land must be minimised where practicable and must not be used for unrelated purposes unless authorised by law.

A flight record should be kept for operational drone flights, including date, time, location, purpose, pilot/ operator, equipment used, approval or authorisation, risk assessment, flight notes, incidents and storage location of any imagery retained.

Fixed, Temporary and Mobile CCTV

The Shire may install, operate or authorise fixed, temporary or mobile CCTV systems in or around Shire facilities, public places, roads, reserves, depots, waste facilities, cemeteries, event areas and other Shire-managed locations for community safety, asset protection, incident response, regulatory, emergency management or operational purposes.

Where fixed or long-term surveillance is installed, appropriate signage should be displayed where practicable to notify the public that surveillance may be occurring. Signage requirements may not be practical for body worn cameras, dash cameras, short-term mobile surveillance, drone inspections or active enforcement attendance.

Storage, Security and Access Control

- Recorded data must be stored in approved Shire systems or secure evidence storage locations;
- Access must be restricted to officers authorised by the CEO or relevant manager for a lawful purpose;
- Systems must be protected by reasonable security controls, including access permissions, passwords, audit logs, encryption or secure transfer methods where available;
- Original recordings should be preserved where the footage may be required as evidence;
- Copies must be controlled, logged and marked where appropriate;
- Portable storage devices should be avoided unless authorised and secured;
- Recorded data must not be stored permanently on personal phones, personal cloud storage, unauthorised USB devices or personal email accounts.

Retention and Disposal

Recorded data must be retained and disposed of in accordance with the *State Records Act 2000*, the Shire's Recordkeeping Plan, approved disposal authorities, FOI obligations and legal hold requirements.

Recordings not required for investigation, complaint, insurance, prosecution, litigation, audit, emergency management, asset management or other official Shire purpose may be destroyed in accordance with approved disposal requirements and system retention settings.

DRAFT

Recordings required as evidence or forming part of an official decision, investigation, prosecution, complaint, claim, incident report, FOI request, legal proceeding or Council matter must be retained until the matter is finalised and then managed in accordance with the applicable Records Disposal Authority.

Destruction or alteration of recordings to avoid disclosure, accountability, FOI, investigation or legal proceedings is prohibited.

Release, Disclosure and Publication

Recorded data must not be released, disclosed or published except where authorised by law, this policy, the CEO, an approved delegation, court order, subpoena, FOI determination, lawful investigation, WA Police request, insurer or legal representative request authorised by the CEO, or another valid legal requirement.

Release of recordings to media, social media platforms, community members or unauthorised third parties is prohibited unless expressly authorised by the CEO and permitted by law.
Where recordings include third parties, personal information, private activity, private conversation, children, vulnerable persons, sensitive matters or ongoing investigations, release must be carefully assessed under FOI, PRIS, confidentiality, legal privilege, procedural fairness and law enforcement considerations.

Freedom of Information and Access Requests

A person may request access to documents or recordings under the *Freedom of Information Act 1992*. Requests must be referred to the Shire's FOI officer or responsible officer and managed in accordance with the *FOI Act*.

The existence of a recording does not guarantee release. Access may be refused, edited, redacted or limited where exemptions or third-party considerations apply.

Complaints and Privacy Breaches

Complaints about the use, access, storage, disclosure, retention or destruction of surveillance recordings or drone imagery must be made in writing to the Chief Executive Officer or managed under the Shire's Complaints Handling Policy.

Privacy complaints and suspected privacy breaches must be managed in accordance with the Shire's privacy complaint and breach response procedures, including any applicable PRIS notification obligations.

Employee and Contractor Responsibilities

- Comply with this policy, Shire procedures, lawful directions, delegations and relevant legislation;
- Use surveillance devices and drones only for authorised Shire purposes;
- Complete training required for body worn cameras, CCTV access, evidence handling, PRIS, records management and drone operations;
- Protect recorded data from unauthorised access, alteration, disclosure, loss or misuse;
- Declare conflicts of interest or perceived conflicts involving surveillance activities;
- Report faults, incidents, misuse, suspected privacy breaches, unauthorised access or loss of recorded data immediately;
- Maintain accurate inspection notes, flight logs, evidence records and chain-of-custody records where required.

DRAFT

Governance, Approval and Oversight

The CEO is responsible for the overall implementation of this policy. Managers are responsible for ensuring that surveillance devices, CCTV systems and drone operations (within their business areas) are authorised, risk-assessed, properly recorded, secure and consistent with this policy.

Deployment of new permanent CCTV systems, new drone programs or surveillance technology with significant privacy, cost, operational or reputational implications should be assessed through the Shire's risk management, procurement, ICT, records and privacy processes before implementation.

Where surveillance use may be sensitive, controversial, covert, legally uncertain or likely to involve private activity or private conversation, officers must escalate the matter to the CEO and obtain legal advice or appropriate authority before proceeding.

Risk Management

The use of surveillance devices and aerial imaging creates privacy, evidentiary, cyber security, safety, aviation, regulatory, reputational and operational risks. These risks must be managed in accordance with the Shire's Risk Management Framework.

High-risk surveillance activities, drone operations near people or sensitive locations, new technology deployments, serious incidents, suspected privacy breaches, unauthorised access, lost records or legal challenges must be escalated to the CEO and recorded through the appropriate incident, risk or action register.

Risk Area	Example Risk	Minimum Control	Escalation
Privacy	Unnecessary capture of individuals or private property	Authorised purpose, minimisation, secure storage, PRIS controls	Manager/CEO
Legal compliance	Recording private activity conversation without authority	SDA assessment, consent/legal authority where required, training	CEO/legal advice
Evidence integrity	Footage challenged due to poor chain of custody	Evidence register, original file preservation, access logs	Manager/CEO
Cyber security	Unauthorised access to recorded data	Restricted access, secure systems, audit logs	CEO/ICT
Drone safety	Unsafe flight or CASA breach	Accredited pilot, flight planning, risk assessment, CASA compliance	Manager/CEO
Reputation	Perceived over-surveillance or unfair enforcement	Transparency, proportionality, complaint pathway	CEO

Training and Operational Procedures

- Authorised Officers using body worn cameras, dash cameras or surveillance systems must receive practical training in activation, notification, evidence handling, storage and privacy obligations;
- Officers accessing CCTV must be authorised and trained in system access, copying, retention and release controls;
- Drone pilots or operators must hold any CASA-required accreditation, licence or approval for the operation being undertaken and must follow Shire drone procedures;
- Training records must be retained in accordance with the Shire's records requirements.

DRAFT

2.3.7 CLOSED CIRCUIT TELEVISION (CCTV) OPERATIONS AND RECORDING

Adopted or Reviewed by Council:	18/04/17	**Council Minute**	40/17
Date last amended:	20/11/18	**Reference:**	143/18
	20/08/19		85/19
	19/11/19		156/19
Reviewers:	Chief Executive Officer/Project Manager and Regulatory Services		
Local Law:			
Procedure:			
Delegation:	ADMIN 014 – Prosecutions & Legal Defence		

OBJECTIVE

This policy applies to Closed Circuit Television (CCTV) and any other device capable of recording video footage in the performance of Shire duties by employees, contractors and elected members.

Provisions relating to recording devices such as Dash Cam will be separately addressed as part of Councils Motor Vehicle/Plant policies/procedures.

This policy document provides guidance on operation, management and reporting protocols for Closed Circuit Television (CCTV) leased, owned or controlled by the Shire of Kojonup:

1. Within, on or around Shire facilities; and
2. In public places within the Shire of Kojonup.

The policy also provides guidance to ensure a consistent approach in identifying suitable locations when considering future public place CCTV installation within the Shire of Kojonup.

POLICY

Purpose

The Shire of Kojonup conducts CCTV operations in order to:

1. Assist in deterring, detecting and responding to criminal offences against people or property;
2. Record evidence to support investigations and prosecutions by Police in relation to offences; and
3. Address community safety concerns of residents, workers, business proprietors, visitors and employees of the Shire of Kojonup.

CCTV OPERATIONS

The objectives established for CCTV operations should be based on measurable criteria, which may include:

1. Reducing crime and incidents reported to Police;
2. Reducing damage and graffiti reported to the Shire of Kojonup;
3. Improving perceptions of safety and reducing fear of crime; and
4. Evidence purposes.

Ownership

The CCTV Operation is owned by and is the sole property of the Shire of Kojonup, unless partnered with WA Police.

Determining CCTV Camera Location

In determining CCTV camera location and placement in public places, the following factors (in consultation with key stakeholders) will be considered:

1. Incidence of criminal activity;
2. Level of human activity;
3. Level of deterrent;
4. Logistical requirements; and
5. The surveillance is legally permitted.

The selection criteria for each camera placement and location should be documented and the effectiveness of the installation should be measurable and reviewed annually.

A replacement or upgrade program based on system value should be implemented as part of the Shire of Kojonup Information & Communications Technology Plan. Camera technology is continuously evolving and, as a result, the Shire must be aware of the need to remain up-to-date with technology improvements and to factor general maintenance, regular servicing, software upgrades and replacement hardware into the annual budget.

Access and Security of CCTV Equipment
All CCTV recording equipment will be located within secure areas and not accessible to unauthorised persons.

Storage and disposal of surveillance images
Storage and disposal of records from CCTV is to be in accordance with the General Disposal Authority for Local Government Records (DA2015-001) as follows:

No	Function/Activity	Description	Disposal Action	Custody
100.4	**Surveillance - Investigations**	Surveillance/CCTV footage **REQUIRED** for investigations and/or court proceedings. **NB: If a tape forms part of a case file, it should be sentenced in accordance with the related case records.**		
100.4.1		Footage presented by the local government (LG) to the authorities where the LG is not party to the investigation in any further capacity. In these situations, the LG is merely the provider of the footage and the incident does not involve LG staff or assets.	Destroy	Retain 7 years after provision of footage then destroy
100.4.2		Footage concerning incidents involving local government staff or assets, required for investigations.	Destroy	Retain 7 years after investigation finalised, then Destroy.
100.5	**Surveillance - No Investigations**	Surveillance/CCTV footage NOT REQUIRED for investigations.		

100.5.1		Surveillance/CCTV footage taken from fixed cameras around public open spaces and public access areas.	Destroy	Destroy or re-use tape 30 days after footage taken
100.5.2		Surveillance/CCTV footage taken by mobile cameras or car-based cameras.	Destroy	Destroy or re-use tape 7 days after footage taken
100.5.3		Surveillance/CCTV footage taken from fixed cameras around local government buildings and assets with staff in attendance on a regular basis.	Destroy	Destroy or re-use tape 7 days after footage taken

All hardware purchased for CCTV use must have adequate capacity available to meet the minimum retention period above.

Requests for Stored Information

1. Access to designated surveillance areas and data will be restricted to Authorised Personnel or with written authorisation from the CEO.
2. Any person requesting a copy of any CCTV data records is to apply in writing to the Chief Executive Officer, outlining reasons for such requests. This excludes WAPOL as they have direct access.
3. At no time will any original or copied video recordings, or still photographs, be released to any media organisation, journalist, individual or group without prior approval of the Chief Executive Officer. If access is denied, applicants are able to utilise the Freedom of Information application process.
4. Recorded material released shall be verified for accuracy, relevance and must not exceed that necessary to fulfil the purposes of the written request.
5. Access is allowed by the CEO and any CEO authorised Senior Management role to live CCTV images which may be required to view public areas for reviewing, monitoring or verifying maintenance services and public works.
6. All reasonable attempts will be made to serve the interests of anyone affected by public space surveillance with a focus on community safety and crime prevention, and not be confined to the interests of the Shire of Kojonup or operational needs of the WA Police.

The recording of Audio

There is no foreseen use of audio recording within the CCTV system. However, before audio recording is introduced, a policy for its proper use must be defined.

Complaints Handling

Any complaints regarding CCTV operations are to be directed in writing to the Chief Executive Officer.

Audit & Review

CCTV operations will be monitored and evaluated to verify compliance.

Privacy Principles

CCTV will be operated within the *Surveillance Devices Act 1998* and only for the purposes defined in this policy.

ROLES AND RESPONSIBILITIES

Council Authorised Officers

Chief Executive Officer

As authorised by the CEO Senior Management will be able to view live footage of their department on their smart phone or tablet as follows:

1. Manager Works and Infrastructure – Works Depot, Blackwood Road, Kojonup
2. Manager Financial and Corporate Services– Administration Office & Library, 93-95 Albany Highway, Kojonup
3. Property Services Manager – Administration Office, Library and The Kodja Place, 93-95 Albany Highway, Kojonup.
4. Chief Executive Officer – All departments of the Shire
5. WAPOL – All departments of the Shire

The Chief Executive Officer is responsible for the application of delegations in regards to the policy.

The Manager Property Services under the supervision of the CEO, is responsible for addressing any technical aspects for CCTV equipment owned, operated or leased by the Shire of Kojonup including equipment maintenance and upgrades and signage.

The Records Officer, under the supervision of the CEO, is responsible for reviewing and monitoring operations of the policy.

The following CCTV Authority Table reflects operational responsibility per Officer Position:

CCTV Authority Table					
OFFICER	**CCTV BUILDING ACCESS**	**DEVICE**	**REAL TIME LIVE VIEW**	**HISTORICAL PLAYBACK**	**DOWNLOAD FOOTAGE**
CHIEF EXECUTIVE	ALL BUILDINGS	SMART PHONE/ TABLET/ COMPUTER	LIVE VIEW	PLAYBACK	Yes
MANAGER WORKS & INFRASTRUCTURE	WORKS DEPOT	SMART PHONE/ TABLET/ COMPUTER	LIVE VIEW	PLAYBACK	NO

PROPERTY SERVICES MANAGER	ALL BUILDINGS	COMPUTER/SMART PHONE/TABLET		PLAYBACK FOR POLICE ENQUIRIES – MAINTENANCE/TECHNICAL CHECKS	YES
RECORDS	ALL BUILDINGS	COMPUTER		PLAYBACK	NO - CEO APPROVAL

ETHICAL USE OF CCTV SYSTEMS AND RECORDED MATERIAL

This policy represents the formal policy and expected standards of Council. Approval of Council is required prior to any deviation from this policy. Elected Members and Employees are reminded of their obligations under Council's Code of Conduct to give full effect to the lawful policies, decisions and practices of Council.

1. The CCTV System will be operated within applicable law and for the ethical and beneficial purposes for which it is established or which are subsequently agreed in accordance with these approved policy statements.
2. The CCTV System will be operated with due regard to the privacy and civil liberties of individual members of the public, including the rights to freedom of religious and political expression and assembly.
3. The public interest in CCTV Operations will be recognised by ensuring the security and integrity of recorded material.

The Shire of Kojonup has the highest expectation of all Authorised Personnel to:

1. At all times, act in an honest and legal manner to carry out duties which reflects community values;
2. Treat all live and recorded images in an ethical manner and with the utmost of care, respect and dignity;
3. Interact with WA Police and stakeholders in a timely, courteous and cooperative manner; and
4. Ensure toilets, showers and change rooms and other similar areas shall not be subject to CCTV surveillance.

CONFIDENTIALITY

The Shire of Kojonup expects Authorised Personnel to ensure confidentiality of information gathered by or from CCTV Operations by not disclosing or discussing any events with unauthorised Personnel or associates who have no direct responsibility relating to CCTV operations.

In addition, Authorised Personnel will not explicitly identify any involved person or party with family, friends, or acquaintances and will not disclose any information to third parties, including the media without prior written approval from the Chief Executive Officer.

REGULATORY SERVICES

INSTRUMENT OF DELEGATION

REG 001 SURVEILLANCE DEVICES AND AERIAL IMAGING

Delegate:	Chief Executive Officer	**Sub Delegate:**	Manager Regulatory Services, Environmental Health Officer, Ranger, Records & Information officer (for release decisions only)
Adopted by Council:		**Last Reviewed:**	

POWER/DUTY

The CEO may:

- Authorise the use of CCTV systems.
- Approve installation of surveillance cameras on Shire property.
- Approve drone/RPAS operations for Shire purposes.
- Authorise staff to access surveillance recordings.
- Determine requests from WA Police for footage.
- Authorise release of footage where lawful.
- Approve destruction/disposal of recordings in accordance with records (Records Disposal Authority) requirements.
- Appoint authorised operators of surveillance equipment.
- Suspend access where misuse is suspected.

HEAD OF POWER

- *Local Government Act 1995* s. 5.42 and s. 5.44
- *Surveillance Devices Act 1998*
- *Privacy and Responsible Information Sharing Act 2024*
- *Freedom of Information Act 1992*
- *State Records Act 2000*
- *Work Health and Safety Act 2020*
- Civil Aviation Safety Regulations 1998 (Cth) (Part 101)
- Any Shire Closed Circuit Television Policy, Surveillance Devices Policy, Recordkeeping Plan and Privacy Procedures

CONDITIONS

- Must comply with Shire of Kojonup Policy 6.2
- Must comply with the *Surveillance Devices Act 1998*
- Must comply with the *Privacy and Responsible Information Sharing Act 2024*
- Must comply with the *Freedom of Information Act 1992*

DRAFT

- All uses of delegation must be recorded in a Surveillance Register
- Any release to third parties must be recorded in a Footage Release Register
- Report use of delegation quarterly to Council

RELATED POLICY/FILE REFERENCE AND DOCUMENTATION REQUIREMENTS

Use of Delegation is to be recorded on the Shire of Kojonup Delegation Register and presented to Council quarterly.

DRAFT