

SHIRE OF KOJONUP

# Kojonup



## MINUTES

### Ordinary Council Meeting

13 December 2022

MINUTES OF A COUNCIL MEETING HELD 13 DECEMBER 2022

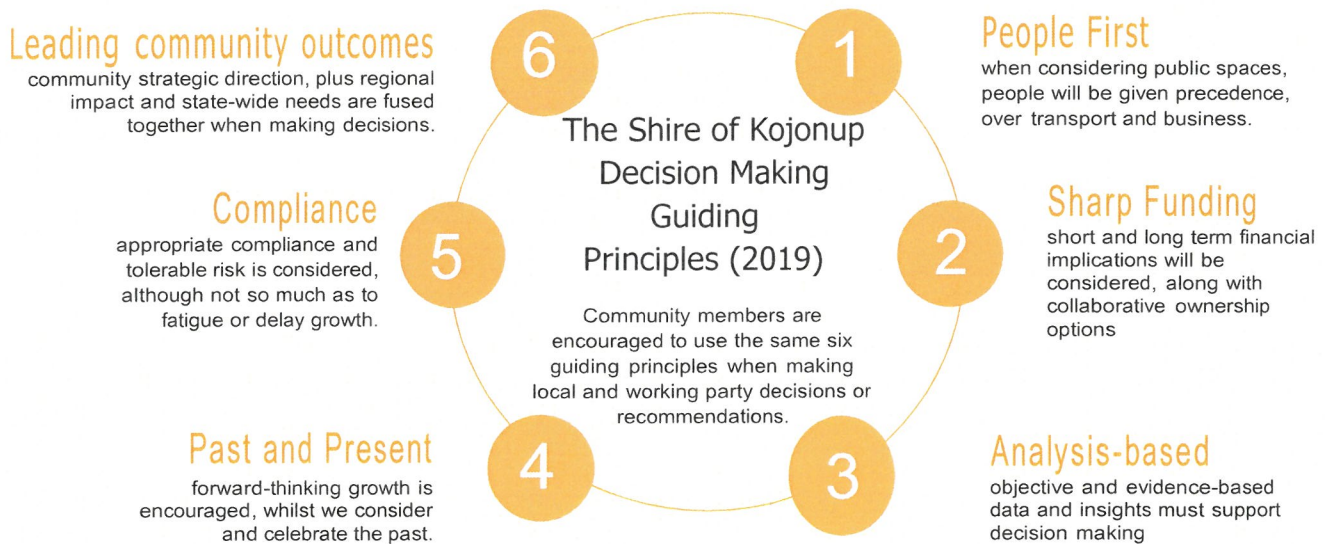
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The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



## MINUTES

### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

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

#### *Disclaimer*

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

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

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

#### **Acknowledgement of Country**

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

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

#### **Prayer**

*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**

**2.1   APPRECIATION OF SERVICE – HEATHER MARLAND, SENIOR FINANCE OFFICER**

The President, Cr Ned Radford, acknowledged Heather Marland's loyalty and commitment to the Shire of Kojonup over the last 21 years, thanked her for all the work undertaken in that time and wished her well in retirement. Heather commenced with the Shire of Kojonup on 13 August 2001 and will retire on 23 December 2022.

**3     ATTENDANCE**

**COUNCILLORS**

Cr N Radford

Shire President

Cr P Webb

Deputy Shire President

Cr F Webb

Cr Wieringa

Cr Gale

Cr A Egerton-Warburton

**STAFF**

Grant Thompson

Chief Executive Officer

Heather Marland

Senior Finance Officer

Judy Stewart

Senior Administration Officer

**MEMBERS OF THE PUBLIC**

Sue Miotti

Emily Sleight

Chris Stevens

David Sawyer

**3.1   APOLOGIES**

Cr Bilney

**3.2   APPROVED LEAVE OF ABSENCE**

Cr Singh

**4     DECLARATION OF INTEREST**

Nil

**5     PUBLIC QUESTION TIME**

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

Nil

5.2 PUBLIC QUESTION TIME

CORRESPONDENCE TABLED ([attachments at 5.2](#)):

Kevin Crane  
Annette and David Sawyer  
Geoff Jones

5.2.1 DAVID SAWYER

Present at meeting due to possible acquisition of Denny Road/Blackwood Road Reserve by the South West Native Title Scheme.

6 CONFIRMATION OF MINUTES

6.1 ORDINARY COUNCIL MEETING 29 NOVEMBER 2022

Minutes of the Ordinary Council Meeting held on 29 November 2022 are at [attachment 6.1.1](#).

OFFICER RECOMMENDATION/COUNCIL DECISION

155/22 Moved Cr Gale

Seconded Cr Wieringa

That the Minutes of the Council Meeting held on 29 November 2022 be confirmed as a true record.

CARRIED 6/0

7 PRESENTATIONS

7.1 PETITIONS

Nil

7.2 PRESENTATIONS

Nil

7.3 DEPUTATIONS

Nil

7.4 DELEGATES' REPORTS

7.4.1 CR CINDY WIERINGA – GREAT SOUTHERN TREASURES (GS TREASURES) – BLOOM FESTIVAL

- 2022 GS Treasures WCP Civil Bloom Festival Report – [attachment 7.4.1.1](#)
- GS Treasures WCP Civil Bloom Festival Event Report 17 September – 23 October 2022 – [attachment 7.4.1.2](#)

8 METHOD OF DEALING WITH AGENDA BUSINESS

There were nil changes to the order of the meeting.

9      REPORTS

9.1      KEY PILLAR 1 – ‘PLACE’ REPORTS  
Nil

9.2      KEY PILLAR 2 – ‘CONNECTED’ REPORTS



9.2.1 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) – GOVERNANCE AND BEST PRACTICE REVIEW

<b>AUTHOR</b>	Grant Thompson - Chief Executive Officer
<b>DATE</b>	Thursday, 16 June 2022
<b>FILE NO</b>	ES.CIR.2
<b>ATTACHMENT(S)</b>	9.2.1.1 – WALGA Consultation Paper Model Options 9.2.1.2 – WALGA Background Paper

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
2 - Performance	3.1 Be a continually engaged and strategic community which leads and organises throughout the entire stakeholder group.	Nil

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

This paper is written for Council to consider the five options for changing the WALGA Governance Structure and internal best practices, identify their priorities in order of importance to the Council, and select a preferred option to feedback to WALGA.

**BACKGROUND**

In March 2022, the WALGA State Council commissioned a Best Practice Governance Review (BPGR) and established a Steering Committee to guide the review.

There was wide-ranging discussion on WALGA’s current governance model, the need to engage broadly with the membership, and opportunities for change.

**COMMENT**

WALGA presents five potential governance model options including the current status quo model and the structure and roles associated with each option. The attachments outline the complete options and detail.

The five options are:

Option 1: Two tier model, existing zones

Option 2: Board, regional bodies
















Option 3: Board, amalgamated zones

Option 4: Member elected board, regional groups

Option 5: Current model.

## Options and Current Model

Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents	 Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents	 Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents	 Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents	 State Council (25 members) 24 State Councillors 1 President
 Policy Council (25 members) 24 members plus President	 Regional Bodies (4 metro, 4 country)	 Zones (6 metro, 6 country)	 Policy Teams / Forums / Committees	 Zones (5 metro, 12 country)
 Zones (5 metro, 12 country)	 Policy Teams / Forums / Committees	 Policy Teams / Forums / Committees	 Regional Groups	 Policy Teams / Forums / Committees



Councillors received a presentation on the detail in the Models at the last Briefing Session. Councillors commented that their preferred model should include more flexible and agile representation at the grass roots, not less.

Councillors commented that models which diluted the ability or number of representative bodies at the grass roots did not align to its goals of more representation for rural, regional and geographically isolated communities and shires.

It is suggested that Council endorses a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by 23 December 2022.

### CONSULTATION

Briefing Session - 29 November 2022

### STATUTORY REQUIREMENTS

Nil

### POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil (to propose a model)

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
6 - Engagement Practices	Relationship breakdowns with community groups; Leadership inattention to current issues; Budget/funding issues; Miscommunication/poor communication; Inadequate involvement with or support of community groups; Media attention.	Nil	Nil
<i>Risk Rating: Adequate</i>			
IMPLICATIONS			
Implications of not advocating a consensus position may contribute to a new structure that doesn't support or align to Kojonup's goals.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

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

Nil

## VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

156/22 Moved Cr Egerton-Warburton Seconded Cr Wieringa  
That Council:

1. prioritises the Western Australian Local Government Association (WALGA) governance and best practice models in order (from 1 being the highest priority to 5 being the least supported model):
  - 1) Option 4: Member Elected Board, Regional Groups – the Council supports Option 4 as its preferred model.
  - 2) Option 5: Current Model - The Kojonup Council supports this option only as a secondary model to Option 4.
  - 3) Option 1: Two Tier Model, Existing zones - Kojonup Council does not support this model.
  - 4) Option 3: Board, Amalgamated Zones - Kojonup Council does not support this model.
  - 5) Option 2: Board, Regional Bodies - Kojonup Council does not support this model.
2. authorises the Chief Executive Officer to complete the survey required to communicate its position to WALGA.

CARRIED 6/0

9.2.2 SOUTH WEST NATIVE TITLE SETTLEMENT – REQUEST FOR COMMENT – PROPOSED TRANSFER OF LAND

<b>AUTHOR</b>	Robert Jehu – Manager of Regulatory Services
<b>DATE</b>	Wednesday, 8 December 2022
<b>FILE NO</b>	CP.MTC.7
<b>ATTACHMENT(S)</b>	<p>9.2.2.1 - Correspondence from South West Native Title Settlement – Land Base Consultation – Land List 1208</p> <p>9.2.2.2 – Shire of Kojonup - Muradup National Tenancy Database (NTV)</p> <p>9.2.2.3 – Shire of Kojonup - Jingalup NTV</p> <p>9.2.2.4 – Shire of Kojonup - NTV</p> <p>9.2.2.5 – South West Native Title Settlement</p> <p>9.2.2.6 – Ballardong People Indigenous Land Use Agreement – Organisation for Research and Community Development (ORCD) version</p> <p>9.2.2.7 – South West Native Title Settlement Map of Agreement Areas</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2018-2022”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP2 - Connected	2.2 - Be providing for a safe and secure environment by working with State and Federal authorities.	Foster a strong relationship with Kojonup’s Aboriginal community to further recognise and grow the recognition of Aboriginal culture and leadership in the Shire.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

To consider a request from the Department of Planning, Lands and Heritage (Department) for transfer of land in the Shire of Kojonup under the South West Native Title Settlement.

**BACKGROUND**

The South West Native Title Settlement (Settlement) is a landmark native title agreement reached between the State Government (State) and the six Noongar Agreement Groups. The six requisite Indigenous Land Use Agreements (ILUAs) were conclusively registered, leading to the Settlement commencing on 25 February 2021 after some years of delay.

The Settlement recognises the Agreement Groups as the Traditional Owners of the south west of Western Australia, while resolving native title in exchange for a negotiated package of benefits.

The area subject to the Settlement is depicted in the attached map (attachment 9.2.2.7).

A key negotiated benefit is the delivery of a 320,000 hectare Noongar Land Estate, in accordance with the Noongar Land Base Strategy (attachment 9.2.2.6). The Noongar Land Estate will contain up to 300,000 hectares of land transferred in reserve or leasehold, and up



to 20,000 hectares of land transferred in freehold. All land will be used and managed in line with Noongar cultural, social and economic aspirations for the benefit of generations to come.

For more information on the Settlement, please refer to the Department of Premier and Cabinet website: <https://www.wa.gov.au/organisation/departments-of-the-premier-and-cabinet/south-west-native-title-settlement>.

Over the next five years, the Department of Planning, Lands and Heritage (Department) will progress selected land parcels through to transfer under the Settlement, subject to all necessary consultation and approvals with stakeholders. Land eligible for inclusion in the Noongar Land Estate includes:

- unallocated Crown land;
- unmanaged reserves;
- land owned or held by the Aboriginal Lands Trust/Aboriginal Affairs Planning Authority; and
- land owned or held by State agencies or Local Government Authorities, at the discretion of the State agency or Local Government Authority.

The South West Settlement Project team seeks comments by 19 December 2022 regarding the proposed transfer of identified land ([attachments 9.2.2.2, 9.2.2.3 and 9.2.2.4](#)) under the South West Native Title Settlement.

#### COMMENT

[Attachment 9.2.2.5](#) table responds to the parcels of land that have been requested by the Department to be transferred as part of the South West Native Title Settlement.

#### CONSULTATION

The South West Settlement Project team is undertaking consultation with the Shire and other stakeholders.

The Shire has not undertaken separate consultation due to time constraints.

#### STATUTORY REQUIREMENTS

*Noongar (Koorah, Nitja, Boordahwan) (Past, Present, Future) Recognition Act 2016*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil



#### RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3 – Compliance	Impulsive decision making  Ineffective monitoring of changes to legislation	Professional accreditation/ certification maintained	Nil
6 – Engagement	Inadequate documentation or procedures	Public notices/ local papers/ website communication	Nil
7 – Environment	Inadequate local laws/planning schemes	Environmental management compliance	Nil
8 – Errors, Omissions and Delays	Complex legislation  Incorrect information	Development Approval performance report	Nil
Risk rating: Adequate			
IMPLICATIONS			
Notwithstanding the possible change of tenure and transfer of ownership, all current Scheme and policy provisions will continue to apply to the property. A change in tenure and ownership does not infer any additional development rights or exemptions from having to obtain land use and development approvals.			

#### ASSET MANAGEMENT IMPLICATIONS

Nil

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

Nil

#### VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr Egerton-Warburton                      Seconded Cr Wieringa  
That Council supports the transfer of Unallocated Crown Land:

- Lot 00 Boyup Brook-Kojonup Road, Muradup (PIN 505670); and
- Lot 35 Blackwood Road, Kojonup (PIN 650692)

to the South West Native Title Settlement.

That Council does not support the transfer of:

- Unallocated Crown Land Lot 22, Jingalup Road, Jingalup (PIN 1145141)
- Unallocated Crown Land Lot 16, Jingalup Road, Jingalup (PIN 645815)
- Unallocated Crown Land Lot 18, Jingalup Road, Jingalup (PIN 645817)
- Unallocated Crown Land Lot 15, Jingalup Road, Jingalup (PIN 645814)
- Unallocated Crown Land Lot 17, Jingalup Road, Jingalup (PIN 645816)
- Unallocated Crown Land Lot 1, Jingalup Road, Jingalup (PIN 645806)
- Unallocated Crown Land Lot 19, Jingalup Road, Jingalup (PIN 645818)
- Unallocated Crown Land Lot 15, Jingalup Road, Jingalup (PIN 645814)
- Unallocated Crown Land Lot 137, Boyup Brook-Kojonup Road, Muradup (PIN 513923)
- Unallocated Crown Land Lot 0, Boyup Brook-Kojonup Road, Muradup (PIN 513977)
- Unallocated Crown Land Lot 116, Boyup Brook-Kojonup Road, Muradup (PIN 513953)
- Unallocated Crown Land Lot 40, Boyup Brook-Kojonup Road, Muradup (PIN 513926)
- Unallocated Crown Land Lot 31, Boyup Brook-Kojonup Road, Muradup (PIN 51373)
- Unallocated Crown Land Lot 60, Boyup Brook-Kojonup Road, Muradup (PIN 12103733)
- Unallocated Crown Land Lot 118, Boyup Brook-Kojonup Road, Muradup (PIN 513973)
- Unallocated Crown Land Lot 125, Boyup Brook-Kojonup Road, Muradup (PIN 513929)
- Unallocated Crown Land Lot 49, Boyup Brook-Kojonup Road, Muradup (PIN 513969)

to the South West Native Title Settlement.

AMENDMENT TO THE MOTION

Moved Cr Gale                                      Seconded Cr P Webb  
That Lot 35 Blackwood Road, Kojonup, be removed from the list of land supported for transfer.

CR GALE WITHDREW THE AMENDMENT TO THE MOTION

ALTERNATIVE MOTION/COUNCIL DECISION

157/22 Moved Cr Wieringa

Seconded Cr Gale

That Council does not support the transfer of:

- Lot 00 Boyup Brook-Kojonup Road, Muradup (PIN 505670); and
- Lot 35 Blackwood Road, Kojonup (PIN 650692)
- Unallocated Crown Land Lot 22, Jingalup Road, Jingalup (PIN 1145141)
- Unallocated Crown Land Lot 16, Jingalup Road, Jingalup (PIN 645815)
- Unallocated Crown Land Lot 18, Jingalup Road, Jingalup (PIN 645817)
- Unallocated Crown Land Lot 15, Jingalup Road, Jingalup (PIN 645814)
- Unallocated Crown Land Lot 17, Jingalup Road, Jingalup (PIN 645816)
- Unallocated Crown Land Lot 1, Jingalup Road, Jingalup (PIN 645806)
- Unallocated Crown Land Lot 19, Jingalup Road, Jingalup (PIN 645818)
- Unallocated Crown Land Lot 15, Jingalup Road, Jingalup (PIN 645814)
- Unallocated Crown Land Lot 137, Boyup Brook-Kojonup Road, Muradup (PIN 513923)
- Unallocated Crown Land Lot 0, Boyup Brook-Kojonup Road, Muradup (PIN 513977)
- Unallocated Crown Land Lot 116, Boyup Brook-Kojonup Road, Muradup (PIN 513953)
- Unallocated Crown Land Lot 40, Boyup Brook-Kojonup Road, Muradup (PIN 513926)
- Unallocated Crown Land Lot 31, Boyup Brook-Kojonup Road, Muradup (PIN 51373)
- Unallocated Crown Land Lot 60, Boyup Brook-Kojonup Road, Muradup (PIN 12103733)
- Unallocated Crown Land Lot 118, Boyup Brook-Kojonup Road, Muradup (PIN 513973)
- Unallocated Crown Land Lot 125, Boyup Brook-Kojonup Road, Muradup (PIN 513929)
- Unallocated Crown Land Lot 49, Boyup Brook-Kojonup Road, Muradup (PIN 513969)

*Reason for change to the Officer Recommendation: Council felt that the matter required time for more information and consultation to enable proper consideration.*

*Sue Miotti and Emily Sleight left the meeting at 3.35pm.*

*Chris Stevens and David Sawyer left the meeting at 3.36pm.*

9.3 KEY PILLAR 3 – ‘PERFORMANCE’ REPORTS

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

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Monday, 5 December 2022
<b>FILE NO</b>	FM.FNR.2
<b>ATTACHMENT(S)</b>	9.3.1.1 – Monthly Financial Statements 1 to 30 November 2022

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

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

**BACKGROUND**

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

**COMMENT**

The attached Statement of Financial Activity for the period 1 July 2022 to 30 November 2022 represents five (5) months, or 41% of the year.

The following items are worthy of noting:

- Closing surplus position of \$2.45m;
- Capital expenditure achieved 26.4% of budgeted projects;
- Cash holdings of \$7.22m of which \$3.78 is held in cash backed reserve accounts and \$3.44 is unrestricted cash;
- Rates debtors outstanding equate to 22% of total rates raised for 2022/2023 with the third instalment payment being due on 16 January 2023; and
- Page 11 of the statements detail major variations comparing year to date (amended) budgets to year to date actuals in accordance with Council Policy 2.1.6.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

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

**POLICY IMPLICATIONS**

Council Policy 2.1.6 defines the content of the financial reports.

**FINANCIAL IMPLICATIONS**

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

**RISK MANAGEMENT IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

158/22 Moved Gale

Seconded Cr Egerton-Warburton

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

CARRIED 6/0

9.3.2 MONTHLY PAYMENTS LISTING – NOVEMBER 2022

<b>AUTHOR</b>	Tonya Pearce - Finance Officer
<b>DATE</b>	Monday, 5 November 2022
<b>FILE NO</b>	FM.AUT.1
<b>ATTACHMENT</b>	9.3.2.1 – Monthly Payment Listing 1 to 30 November 2022

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

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

**BACKGROUND**

Nil

**COMMENT**

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

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

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

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

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

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a



list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

All payments are made in line with Council Policy.

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

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

#### **RISK MANAGEMENT IMPLICATIONS**

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

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

There are no asset management implications for this report.

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

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

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

159/22 Moved Cr Gale

Seconded Cr F Webb

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

FROM – 1 November 2022		TO – 30 November 2022
Municipal Cheques	14347-14347	\$21,721.28
EFTs	30898 - 31060	\$954,445.21
Direct Debits		\$416,803.46
Total		\$1,392,969.95

be received.

CARRIED 6/0

9.3.3 LEGAL ACTION - A2287

<b>AUTHOR</b>	Heather Marland - Senior Finance Officer
<b>DATE</b>	Wednesday, 7 December 2022
<b>FILE NO</b>	A2287
<b>ATTACHMENT(S)</b>	<p><b>UNDER SEPARATE COVER</b></p> <p>9.3.3.1 – Email from Owner</p> <p>9.3.3.2 – Council Motion 121 of 2015</p> <p>9.3.3.3 – Statement of Claim General Procedures</p> <p>9.3.3.4 – Notice of Intention to Defend</p> <p>9.3.3.5 – Response to Claim</p> <p>9.3.3.6 – Statement of Defense</p>

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to inform the Council of the email received by the owner of A2287 – Lot 1 Lower Blackwood Road. The landowner of A2287 wishes to bring to Council’s attention the ongoing dispute the landowner has regarding his rates with the Shire of Kojonup (Shire), including how his payments are allocated each year as well as the outstanding amount.

**BACKGROUND**

A summons was issued to the owner of A2287 - 1 Lower Blackwood Road, Kojonup on 13 May 2014 for \$5,268.83 - Claim number 11032/2014. This sum consisted of \$1,004.90 from 2012/2013, \$3,895.00 from 2013/2014 rates, and \$368.63 interest.

- 6/08/2014 Received an email from Ampac advising that the bailiff had tried and failed 3 attempts to issue summons.
- 15/09/2014 Received payment of \$4,049.85 (being the equivalent of the 2014/2015 rates raised)
- 10/11/2014 Received an email from Ampac advising that the defendant had filed an intention to defend
- 3/12/2014 Received notice of Pre-Trial Conference - General Procedure to take place on 16/03/2015
- 11/12/2014 Received payment of \$1,988.70
- 16/03/2015 At the Pre Trial Conference we were given 28 days to file and serve a Statement of Claim

The Defendant had 28 days to then file a defence, the Defendant has leave to file a counter-claim.

- 26/05/2015 Defence and counter claim received
- 10/06/2015 Pre-Trial Conference at which the defendant put forward the offer to pay all outstanding rates and interest and, as an act of good faith, also pay \$1,000 towards legal fees - this would involve Council waiving legal fees of \$5,084
- 16/06/2015 Council was briefed with the defendant's offer, guidance given was to pursue the claim
- 7/07/2015 Received payment of \$4,049.85 (all rates and interest have now been paid)
- 8/07/2015 Pre-Trial Conference via Audio Link at which the Manager Corporate Services was present, the next Pre-Trial conference had been scheduled for 31 July to allow time to once again brief Council – the defendant would also like the opportunity to speak to Councillors, Councillor email contact details were circulated

The owner of A2287 failed to attend the conference on 31 July 2015.

As at 7 July 2015 there remained an outstanding amount of \$7,607.76 which was legal fees. The outstanding amount is all legal costs which the defendant did not believe he should pay. As the original amount has been paid, as per section 6.62 of the *Local Government Act 1995 (Act)*, the oldest debt is paid first. If the case went to court, then the Shire would have needed to apply to amend the claim to include the legal fees which would require further steps and additional costs. It was suggested at the Pre-Trial Conference that both the defendant and our claim be discontinued which Shire representatives agreed to; however, the defendant didn't unless the Shire agreed to write off legal fees. The solicitor's advice was to discontinue our claim. As per section 6.43 of the *Act*, the legal fees will be an outstanding amount on the coming year's rates.

Council had 4 options:

1. Discontinue the claim and waive all legal fees
2. Continue with the legal action
3. Negotiate with the defendant to pay a larger sum of legal fees than currently offered (\$1,000).
4. Discontinue the claim and the legal fees remain as an outstanding debt on the 2015/2016 rates.

At its Ordinary Meeting held on 21 July 2015, Council decision 121/15 was as follows:

- *'Request staff to discontinue the court action (Claim #11032/2014) for the recovery of rates and charges from A2287;*
- *All charges, including legal costs incurred in accordance with S6.56 of the Local Government Act 1995, remain; and*
- *The recovery of money owed by A2287 be reviewed by staff after the due date of the 2015/2016 rates.'*

### COMMENT

The owner pays his rates annually and states each year that the payment he is making is for the current year's rates. Simplistically, the landowner refuses to pay the legal costs. Legislation dictates the order in which payment is allocated, this determines the oldest debt is paid first.

As a result, the legal fees have been cleared by payments that the landowner has been making; however, as the payments have been allocated to the oldest debt, subsequent rates now remain outstanding and have created a current debt, including interest.

The landowner is correct that Council had given direction as above (Council Decision 121/15) to discontinue the court action (Claim 11032/2014) but direction was also given that all charges including legal costs were to remain against the property.

The author of this item has no knowledge of any conversation that the landowner may have had with Terry Waldron MLA nor the Corruption and Crime Commission as stated in the attached correspondence.

### CONSULTATION

2015

- Price Sierkowski (lawyers)
- July 2015 Ordinary Meeting of Council
- Anthony Middleton – Manager Corporate Services

Current

- Grant Thompson – Chief Executive Officer

### STATUTORY REQUIREMENTS

*Local Government Act 1995*

#### **s. 6.44. - Liability for rates or service charges**

*(1) The owner for the time being of land on which a rate or service charge has been imposed is liable to pay the rate or service charge to the local government.*

*(2) If there are 2 or more owners of the land they are jointly and severally liable to pay the rate or service charge, as the case requires.*

#### **s. 6.50. - Rates or service charges due and payable**

*(1) Subject to —*

*(a) subsections (2) and (3); and*

*(b) any concession granted under section 6.47; and*

*(c) the Rates and Charges (Rebates and Deferments) Act 1992,*

*a rate or service charge becomes due and payable on such date as is determined by the local government.*

*(2) The date determined by a local government under subsection (1) is not to be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued.*

*(3) Where a person elects to pay a rate or service charge by instalments the second and each subsequent instalment does not become due and payable at intervals of less than 2 months.*

**s. 6.51. - Accrual of interest on overdue rates or service charges**

*(1) A local government may at the time of imposing a rate or service charge resolve\* to impose interest (at the rate set in its annual budget) on —*

*(a) a rate or service charge (or any instalment of a rate or service charge); and*

*(b) any costs of proceedings to recover any such charge,*

*that remains unpaid after becoming due and payable.*

*\* Absolute majority required.*

*(2) The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.*

*(3) Accrued interest is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*

*(4) If a person is entitled under the Rates and Charges (Rebates and Deferments) Act 1992 or under this Act (if the local government in a particular case so resolves) to a rebate or deferment in respect of a rate or service charge —*

*(a) no interest is to accrue in respect of that rate or service charge payable by that person; and*

*(b) no additional charge is to be imposed under section 6.45(3) on that person.*

*(5) Regulations may provide for the method of calculation of interest.*

**s. 6.62. - Application of money paid for rates and service charges**

*Where money is paid to a local government in respect of rates or service charges imposed on land, the local government is to apply the money for or towards —*

*(a) the rates or services charges due on the land in the order in which they become due; and*

*(b) any outstanding costs of proceedings for the recovery of any such rates or charges.*

**POLICY IMPLICATIONS**

2.1.8 – Financial Governance – Management of financial risk prudently, having regard to economic circumstances.

**FINANCIAL IMPLICATIONS**

At the time of writing this agenda there is a combined amount of \$16,644.39 owing – A2287. This is shown as being outstanding rates as the oldest debt is paid first. If broken down, it would be equivalent to \$2660.90 in interest, \$6147.30 in current rates and \$7836.19 in rate arrears. This item itself has no financial implications.

**RISK MANAGEMENT IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

160/22 Moved Cr P Webb

Seconded Cr Egerton-Warburton

That the correspondence be noted and the Chief Executive Officer write to the landowner advising that, as per the Council Decision 121/15, all charges (representing interest and rate arrears) are required to be paid and also that the allocation of payment is dictated by legislation and is not at the discretion of staff.

CARRIED 6/0



9.4      KEY PILLAR 4 – ‘PROSPERITY’ REPORT  
Nil

9.5      KEY PILLAR 5 – ‘DIGITAL’ REPORTS  
Nil

10      APPLICATIONS FOR LEAVE OF ABSENCE  
Nil

11      MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN  
Nil

12      QUESTIONS FROM MEMBERS WITHOUT NOTICE  
Nil

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

14      MEETING CLOSED TO THE PUBLIC

14.1    MATTERS FOR WHICH THE MEETING MAY BE CLOSED  
Nil

14.2    PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC  
Nil


15      CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 3.40 pm.

16 ATTACHMENTS (SEPARATE)

Item 5.2		Correspondence: Kevin Crane Annette and David Sawyer Geoff Jones
Item 6.1	6.1.1	Minutes of an Ordinary Council Meeting held on 29 November 2022
Item 7.4.1	7.4.1.1 7.4.1.2	2022 GS Treasures WCP Civil Bloom Festival Report GS Treasures WCP Civil Bloom Festival Event Report 17 September – 23 October 2022
Item 9.2.1	9.2.1.1 9.2.1.2	WALGA Consultation Paper Model Options WALGA Background Paper
Item 9.2.2	9.2.2.1 9.2.2.2 9.2.2.3 9.2.2.4 9.2.2.5 9.2.2.6 9.2.2.7	Correspondence from South West Native Title Settlement – Land Base Consultation – Land List 1208 Shire of Kojonup - Muradup National Tenancy Database (NTV) Shire of Kojonup - Jingalup NTV Shire of Kojonup - Kojonup NTV South West Native Title Settlement Ballardong People Indigenous Land Use Agreement – Organisation for Research and Community Development version South West Native Title Settlement Map of Agreement Areas
Item 9.3.1	9.3.1.1	Monthly Financial Statements – 1 to 30 November 2022
Item 9.3.2	9.3.2.1	Monthly Payments Listing 1 to 30 November 2022
Item 9.3.3		<b>UNDER SEPARATE COVER</b>
	9.3.3.1	Email from Owner
	9.3.3.2	Council Motion 121 of 2015
	9.3.3.3	Statement of Claim General Procedures
	9.3.3.4	Notice of Intention to Defend
	9.3.3.5	Response to Claim
	9.3.3.6	Statement of Defense

Confirmed on 7 February 2023 as a true record –

  
\_\_\_\_\_  
Presiding Member

  
\_\_\_\_\_  
Date



12 December 2022

To the Councillors of the Shire of Kojonup and the CEO,

As a landowner adjacent to a proposed site for inclusion in the South West Native Title Claim, item 9.2.2 in the December 2022 Council agenda, I would like to object to the inclusion of the site shown on the map labeled 'Kojonup', attachment 9.2.2.4

I have included photographs taken of my property today, 12 December 2022, showing the proximity of my house and shed to the proposed site. My house is less than 25m from the boundary, and my shed less than 10m. I ensure every year that my fire breaks are maintained as bare earth to the required width, images included show the proposed site with a high fire load and no breaks. There is also no access along the fence lines through the east and north, with substantial regrowth from the original clearing including mature trees. I understand the Shire has employed a Bushfire Risk Planner, and would expect that they identify works required for this site, given it is adjacent to so many small rural holdings.

There are regular sightings on all properties surrounding this area of ring-tail and other possums, and the native bird life in the reserve is extensive, with cuckoo shrikes now being seen annually. I have also previously been advised that the proposed site is not to be interfered with as there are reports of echidnas using the area as well. I have witnessed one echidna which had been hit by a car on Denney Rd.

I am unsure if an inspection of the site has occurred, given that the writer of the information in the table included as Attachment 9.2.2.5 has advised that there is no contamination evident on the site. Items include:

- empty smashed beer bottles,
- rusty pieces of metal,
- half an old tank,
- piles of bluemetal and tar,
- old buried 44 gallon drums containing tar,
- old batteries,
- old oil filters and oil drums.

The optic fibre network cable runs directly through this proposed site, through my property from west to east. Given the unpredictability of depth for optic fibre, any earth works or other works on the proposed site may disrupt services to the whole town. There is also a large white marker for the Telephone line in the middle of the site.

I have previously lived on Denney Rd, and am aware of the high risks to motorist safety when entering and exiting Blackwood Rd from Denney Rd. There is very poor visibility to the west, with the

road just over the crest of a hill. Denney Rd entry is also regularly washed out, and the entrance of the road has a very high clay content making it slippery for motorists who are unaware of the issue.

The above concerns would fall under Section 8.1, Part F, subsection (v) of the Noongar Land Base Strategy, and suggest the removal of this proposed site from the list –

*There is no obligation on the state to include land in the list where, for example:*

- i. The parcel of land is subject to a lease, a contract or option to sell or lease, or is a Class A Reserve; or*
- ii. The parcel of land is subject to a Notice of Intention to Take or taken and designated for a public work under section 161 or section 165 of the LAA; or*
- iii. Requirements for land under other state legislation have the effect of excluding the application of the LAA to particular parcels; or*
- iv. State policy applies, such as for example, the requirement for coastal buffer zones; or*
- v. Preliminary assessment rules out a parcel on the basis of flora conservation plans, forest management programs, physical and legal access, public access requirements, soil erosion and salinity issues and/or geographic constraints*

I am extremely concerned over the lack of consultation undertaken by the Shire, given the impacts that this may have on numerous landowners in the area directly adjacent to this proposed site. It is disappointing that at no point were any of us contacted to provide opinion or our views.

I would suggest that Councillors ensure that the decision they make regarding this item today is thoroughly thought out, with consideration given to impacts on landowners and ratepayers both now and in the future.

Yours sincerely

Kevin Crane

7939 Blackwood Rd

Kojonup

Owner CGS Engineers / Harris Garage















---

**From:** wembleystadium@bigpond.com  
**Sent:** Tuesday, 13 December 2022 9:53 AM  
**To:** Shire of Kojonup Council  
**Subject:** Fwd: transfer of reserves under native title claim

----- Original Message -----

**From:** "." <wembleystadium@bigpond.com>  
**To:** cr.radford@kojonup.wa.gov.au  
**Sent:** Tuesday, 13 Dec, 2022 At 9:45 AM  
**Subject:** transfer of reserves under native title claim

Hello Ned,

I was made aware, last night, of the item at today's Council meeting regarding discussion on the transfer of land under the Native Title determination.

I have not had time to fully study the paperwork, but it appears that 320,000 hectares of land is to be transferred to The Aboriginal Land Trust, with 20,000 hectares of that transferred to freehold title. I believe the transferred land is to be used by any Noongar People, for any cultural reason.

It appears that one of the lots the Shire Of Kojonup is supporting the transfer of is Lot 35, on the corner of Blackwood Road and Denny Road. This lot is only about four hectares. I am not sure of the status of the corner of Kojonup Location 8, purchased by my great grandfather about 120 years ago, which juts into Lot 35. There are eight houses within a few hundred metres of Lot 35, and two broad acre farms separated only by the road reserves. As far as I am aware, no consultation has occurred with any neighbors regarding this proposed title change.

In my opinion, Lot 35 is not suitable to be transferred. It is a minuscule proportion of the land to be transferred. It is not suitable for camping, hunting or gathering. It does not lend itself to any cultural or ceremonial activities, and as far as I am aware, has no cultural significance to the Noongar people, with whom my family has had a reasonably close relationship since soon after the settlement of Kojonup. The area has no access to water and has no firebreaks.

I believe any benefit to the Noongar People of this tiny parcel of land is far outweighed by the possible detriment of the many adjacent landholders.



regards,

Geoff Jones.

**Please be cautious**

This email was sent outside of your organisation

---

**To:** Grant Thompson  
**Subject:** FW: Urgent!!!! Land Claim cnr Blackwood and Denney Road Kojonup  
**Attachments:** The Shire of Kojonup - Land claim.pdf

Jenny Clark  
**Records Administration Officer**  
SHIRE OF KOJONUP

93 Albany Highway Kojonup WA 6395 | PO Box 163 Kojonup WA 6395  
**Tel: 9831 2400 | Direct: 9831 2416 | Fax: 9831 1566**

[www.kojonup.wa.gov.au](http://www.kojonup.wa.gov.au)



FOR RECIPIENTS EXTERNAL TO THE SHIRE OF KOJONUP

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---

**From:** Annette Sawyer [mailto:annettesawyer63@gmail.com]  
**Sent:** Tuesday, 13 December 2022 9:42 AM  
**To:** Shire of Kojonup Council <council@kojonup.wa.gov.au>  
**Subject:** Urgent!!!! Land Claim cnr Blackwood and Denney Road Kojonup

I have been informed that a council meeting will be held today to discuss a land claim being made on the corner of Blackwood and Denney Road Kojonup.

As a landowner adjacent to this property I am attaching a 'Letter of Concern' to be forwarded on to the Councillors involved with this situation.

We were uninformed to the oncoming claim and I need this letter to be delivered before the 3pm Shire Council Meeting today. Tuesday 13th December 2022.

Annette and David Sawyer

**Please be cautious**

This email was sent outside of your organisation

SHIRE OF KOJONUP

# Kojonup



## MINUTES

Ordinary Council Meeting

29 November 2022

MINUTES OF THE COUNCIL MEETING HELD ON 29 NOVEMBER 2022

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

### Leading community outcomes

community strategic direction, plus regional impact and state-wide needs are fused together when making decisions.

### Compliance

appropriate compliance and tolerable risk is considered, although not so much as to fatigue or delay growth.

### Past and Present

forward-thinking growth is encouraged, whilst we consider and celebrate the past.

6

## The Shire of Kojonup Decision Making Guiding Principles (2019)

5

4

1

### People First

when considering public spaces, people will be given precedence, over transport and business.

### Sharp Funding

short and long term financial implications will be considered, along with collaborative ownership options

### Analysis-based

objective and evidence-based data and insights must support decision making

3

2

Community members are encouraged to use the same six guiding principles when making local and working party decisions or recommendations.

## MINUTES

### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

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

#### *Disclaimer*

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

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

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

#### **Acknowledgement of Country**

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

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

#### **Prayer – Cr Gale**

*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**

**2.1      CERTIFICATE OF APPRECIATION FOR 40 YEARS' SERVICE – CRAIG MCVEE**

The President thanked Craig McVee, Manager Works and Services, for 40 years of service in varying capacities over the past 40 years.

Mr McVee responded with an account of his working life and personal experiences during the past 40 years.

*Craig McVee left the meeting at 3.18pm.*

**3      ATTENDANCE**

**COUNCILLORS**

Cr N Radford

Cr P Webb

Cr F Webb

Cr Wieringa

Cr Gale

Cr Singh

Cr R Bilney

Cr A Egerton-Warburton

Shire President

Deputy Shire President

**STAFF**

Grant Thompson

Judy Stewart

Chief Executive Officer

Senior Administration Officer

**MEMBERS OF THE PUBLIC**

Jill Mathwin

Springhaven Working Group

**3.1      APOLOGIES**

Nil

**3.2      APPROVED LEAVE OF ABSENCE**

Nil

**4      DECLARATION OF INTEREST**

Nil

## 10 APPLICATIONS FOR LEAVE OF ABSENCE

## COUNCIL MOTION

127/22 Moved Cr Gale

Seconded Cr F Webb

That Cr Singh be granted a Leave of Absence for Council's 13 December 2022 Ordinary Meeting.

CARRIED 8/0

5 PUBLIC QUESTION TIME

## 5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### 5.1.1 S BILNEY - KOJONUP HISTORICAL SOCIETY – CORRESPONDENCE

18 October 2022 Ordinary Meeting - Communication Complaint - response

(Attachment 5.1.1)

### 5.1.2 FLAT ROCKS WIND FARM GROUP

9 November 2022 Special Council Meeting – Wind Farm matters - response

(Attachment 5.1.2)

## 5.2 PUBLIC QUESTION TIME

Nil

## 6 CONFIRMATION OF MINUTES

## 6.1 ORDINARY COUNCIL MEETING 18 OCTOBER 2022

Unconfirmed Minutes of the Ordinary Council Meeting held on 18 October 2022 are at [Attachment 6.1.1](#).

## OFFICER RECOMMENDATION/COUNCIL DECISION

128/22 Moved Cr Wieringa

## Seconded Cr Egerton-Warburton

That the Minutes of the Council Meeting held on 18 October 2022 be confirmed as a true record.

CARRIED 8/0

## 6.2 SPECIAL COUNCIL MEETING 9 NOVEMBER 2022

Unconfirmed Minutes of the Special Council Meeting held on 9 November 2022 are at [Attachment 6.2.1](#).

**OFFICER RECOMMENDATION/COUNCIL DECISION**

129/22 Moved Cr Singh

Seconded Cr P Webb

That the Minutes of the Special Council Meeting held on 29 November 2022 be confirmed as a true record.

CARRIED 8/0

**7 PRESENTATIONS**

7.1 PETITIONS  
Nil

7.2 PRESENTATIONS  
Nil

7.3 DEPUTATIONS  
Nil

7.4 DELEGATES' REPORTS

7.4.1 CR EGERTON-WARBURTON – GREAT SOUTHERN (GS) ZONE OF WESTERN AUSTRALIAN  
LOCAL GOVERNMENT ASSOCIATION (WALGA) MEETING – 28 OCTOBER 2022  
Notes of a GS Zone of WALGA Meeting held 28 October 2022 are at **Attachment**  
**7.4.1.**

**8 METHOD OF DEALING WITH AGENDA BUSINESS**

Section 10 of the Agenda was brought forward to follow Section 4.

9 **REPORTS**9.1 **KEY PILLAR 1 – ‘PLACE’ REPORTS**9.1.1 **REVIEW OF VOLUNTEER HANDBOOK**

<b>AUTHOR</b>	Judy Stewart – Senior Administration Officer
<b>DATE</b>	Friday, 4 November 2022
<b>FILE NO</b>	CM.POL.1
<b>ATTACHMENT(S)</b>	9.1.1.1 - Volunteer Handbook – existing (2021) copy showing proposed changes 9.1.1.2 - Volunteer Handbook - clean copy (2022)

<b>STRATEGIC/CORPORATE IMPLICATIONS</b>		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP 1 - Place	1.2 – Be a happy, healthy, connected and inclusive community driven by the provision of high standard sport, recreation and open space facilities and programs.	1.1.3 – Grow the Kodja Place to become an iconic WA attraction.
KP 3 – Performance	3.1 – Be a continually engaged and strategic community which leads and organises throughout the entire stakeholder group.	3.1.3 – Encourage interaction and input to the Shire of Kojonup, particularly through contemporary working party teams.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

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

**BACKGROUND**

The Shire’s Volunteer Management Handbook (Handbook) was originally produced in 2016 in line with Council’s adoption of its Volunteer Management Policy (Policy 2.3.8). Significant changes were made in November 2018 to form a less cumbersome and more user friendly Handbook and further reviews have been undertaken on an annual basis. With the exception of volunteer firefighters who are recognised and supported via the Bush Fire Advisory Committee and relevant legislation, the Handbook represents a detailed point of reference for other Shire volunteers, provides guidance to managers overseeing volunteer programmes and recognises volunteers as an integral part of our organisation. The provision of a Handbook for volunteers is also in keeping with Work Health and Safety best practice principles, working to protect the employer and the volunteer.

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

#### COMMENT

Suggested updates are minor and inconsequential in nature (Attachment 9.1.1.1).

#### CONSULTATION

Chief Executive Officer

Managers

Senior Horticulturist

Senior Library Officer

#### STATUTORY REQUIREMENTS

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

*5.40. Principles affecting employment by local governments*

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

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

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

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

*Section 7. Meaning of worker*

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

*(h) a volunteer;*

#### POLICY IMPLICATIONS

Policy 2.3.8 – Volunteer Management

#### FINANCIAL IMPLICATIONS

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

# **RISK MANAGEMENT IMPLICATIONS**

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
5 - Employment Practices	Failure to effectively manage and lead human resources (full-time, part-time, casuals, temporary and volunteers).	Induction process	Nil
14 - Safety and Security	Inadequate induction practices.  Inadequate policy, frameworks, systems and structure to prevent the injury of visitors, staff, volunteers, contractors and/or tenants.	Contractor/Staff/Volunteer site inductions	Nil
Risk rating – Adequate/Adequate			
IMPLICATIONS			
A Volunteer Handbook ensures that the Shire's volunteers, and their managers, are provided with the necessary information to ensure duties are undertaken in a safe manner and volunteers are informed of their rights and obligations.			

## **ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICER RECOMMENDATION/COUNCIL DECISION**

130/22 Moved Cr Gale

Seconded Cr Singh

That the revised Volunteer Handbook 2022, as attached, be adopted.

CARRIED 8/0



9.2 KEY PILLAR 2 – ‘CONNECTED’ REPORTS

9.2.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING MINUTES – 7 NOVEMBER 2022

AUTHOR	Estelle Lottering – Regulatory Services Administration Officer
DATE	Tuesday, 8 November 2022
FILE NO	ES.MET.1
ATTACHMENT(S)	9.2.1.1 – Unconfirmed minutes of the LEMC Meeting held 7 November 2022

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2018-2022”
Key Pillar	Community Outcomes	Corporate Actions
KP 2 - Connected	2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.	2.3.1 - Maximize community safety through safe urban design and advocate for enhanced emergency service provisions.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to receive the unconfirmed minutes of the LEMC meeting held 7 November 2022.

**BACKGROUND**

The LEMC is established under Section 38 of the *Emergency Management Act 2005* and plays an important role in the Council’s decision-making process. Minutes of these meetings are presented to Council to be received.

**COMMENT**

All matters contained within the minutes are considered in this agenda item.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

Section 38 of the *Emergency Management Act 2005*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

# **RISK MANAGEMENT IMPLICATIONS**

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
2 - Business Disruption	Lack of (or inadequate) emergency response/business continuity plans. Lack of training for specific individuals or availability of appropriate emergency response.	Regular LEMC, DEMC Meetings	Nil
Risk Rating - Adequate			
IMPLICATIONS			
Local governments are legislated to establish and maintain a LEMC. The risk of not having a LEMC would include lack of guidance for Staff, Councillors and relevant Community members who need to be able to work together under pressure in times of extreme stress should an emergency situation arise.			

## **ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICER RECOMMENDATION/COUNCIL DECISION**

131/22 Moved Cr Egerton-Warburton

Seconded Cr Gale

That the unconfirmed minutes of the Local Emergency Management Committee Meeting held 7 November 2022 be received.

CARRIED 8/0

9.2.2 BUSH FIRE ADVISORY COMMITTEE (BFAC) MEETING MINUTES – 8 NOVEMBER 2022

<b>AUTHOR</b>	Estelle Lottering – Regulatory Services Administration Officer
<b>DATE</b>	Friday, 18 November 2022
<b>FILE NO</b>	ES.CIR.2
<b>ATTACHMENT(S)</b>	9.2.2.1 – Unconfirmed minutes of the BFAC Meeting held 8 November 2022

<b>STRATEGIC/CORPORATE IMPLICATIONS</b>		
Community Strategic Plan 2017-20217 “Smart Possibilities – Kojonup 2027+”		Corporate Business Plan 2017 -2021 “Smart Implementation – Kojonup 2018-2022”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP 2 - Connected	2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.	2.3.1 - Maximise community safety through safe urban design and advocate for enhanced emergency service provisions.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to receive the unconfirmed minutes of the Bush Fire Advisory Committee (BFAC) meeting held 8 November 2022.

**BACKGROUND**

The Bush Fire Advisory Committee is established under Section 67 of the *Bush Fires Act 1954* and plays an important role in the Council’s decision-making process. Minutes of these meetings are presented to Council to be received.

**COMMENT**

Nil

**CONSULTATION**

Members - Bush Fire Advisory Committee

**STATUTORY REQUIREMENTS**

Section 38, 40 & 67 of the *Bush Fires Act 1954*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

# **RISK MANAGEMENT IMPLICATIONS**

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

# **ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

# **VOTING REQUIREMENTS**

Simple Majority

# **OFFICER RECOMMENDATION/COUNCIL DECISION**

132/22 Moved Cr P Webb

Seconded Cr Bilney

That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held 8 November 2022 be received.

CARRIED 8/0

9.3 KEY PILLAR 3 – ‘PERFORMANCE’ REPORTS

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

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Tuesday, 15 November 2022
<b>FILE NO</b>	FM.FNR.2
<b>ATTACHMENT(S)</b>	9.3.1.1 – October 2022 Monthly Financial Statements

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

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

**BACKGROUND**

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

**COMMENT**

The attached Statement of Financial Activity for the period 1 July 2022 to 31 October 2022 represents four (4) months, or 33% of the year.

The following items are worthy of noting:

- Closing surplus position of \$3.53m;
- Capital expenditure achieved 14.8% of budgeted projects;
- Cash holdings of \$7.36m of which \$4.027 is held in cash backed reserve accounts and \$3.337 is unrestricted cash;
- Rates debtors outstanding equate to 25% of total rates raised for 2022/2023 with the second instalment payment being due on 10 November 2022; and
- Page 11 of the statements detail major variations comparing year to date (amended) budgets to year to date actuals in accordance with Council Policy 2.1.6.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

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

**POLICY IMPLICATIONS**

Council Policy 2.1.6 defines the content of the financial reports.

**FINANCIAL IMPLICATIONS**

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

**RISK MANAGEMENT IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

133/22 Moved Cr Gale

Seconded Cr Singh

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

CARRIED 8/0



9.3.2 MONTHLY PAYMENTS LISTING – OCTOBER 2022

<b>AUTHOR</b>	Tonya Pearce - Finance Officer
<b>DATE</b>	Friday, 4 November 2022
<b>FILE NO</b>	FM.AUT.1
<b>ATTACHMENT</b>	9.3.2.1 – Monthly Payments Listing 1 October 2022 to 31 October 2022

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

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

**BACKGROUND**

Not applicable

**COMMENT**

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

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

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

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

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

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a

list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

All payments are made in line with Council Policy.

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

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

#### **RISK MANAGEMENT IMPLICATIONS**

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

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

There are no asset management implications for this report.

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

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

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

134/22 Moved Cr Wieringa

Seconded Cr Singh

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 October 2022		TO – 31 October 2022
Municipal Cheques	Nil	
EFTs	30898 - 31060	\$578,172.84
Direct Debits		\$548,145.74
Total		\$1,126,318.58

be received.

CARRIED 8/0

9.3.3 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD 2 NOVEMBER 2022

<b>AUTHOR</b>	Heather Marland – Senior Finance Officer
<b>DATE</b>	Wednesday, 2 November 2022
<b>FILE NO</b>	GO.CNM.96
<b>ATTACHMENT(S)</b>	9.3.3.1– Unconfirmed minutes of the Audit and Risk Committee Meeting held 2 November 2022

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to receive the unconfirmed minutes of the Audit and Risk Committee meeting held 2 November 2022.

**BACKGROUND**

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

**COMMENT**

This item is solely the Council receiving the minutes of its Audit and Risk Committee meeting held 2 November 2022.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

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

**POLICY IMPLICATIONS**

Nil

## FINANCIAL IMPLICATIONS

Nil

## RISK MANAGEMENT IMPLICATIONS

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

## ASSET MANAGEMENT IMPLICATIONS

Nil

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

Nil

## VOTING REQUIREMENTS

Simple Majority

## OFFICER RECOMMENDATION/COUNCIL DECISION

135/22 Moved Cr Gale

Seconded Cr P Webb

That the Council receive the unconfirmed minutes of the Audit and Risk Committee meeting held 2 November 2022.

CARRIED 8/0

#### 9.3.4 INSURANCE POLICIES 2022/2023

<b>AUTHOR</b>	Heather Marland – Senior Finance Officer
<b>DATE</b>	Thursday, 27 October 2022
<b>FILE NO</b>	RM.REG.1
<b>ATTACHMENT(S)</b>	9.3.4.1 - Vehicle and Plant Register 9.3.4.2 - Property Register

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

#### DECLARATION OF INTEREST

Nil

#### SUMMARY

The purpose of this report is to inform the Council of the insurance levels and associated costs held by the Shire of Kojonup (Shire) for the 2022/2023 financial year.

#### BACKGROUND

Insurance is one of the Shire’s largest annual expenses and most important risk management tasks and, therefore, it is appropriate that the Council, in addition to staff, be comfortable with the levels of insurance taken out.

#### COMMENT

The Shire of Kojonup obtains insurance cover through LGIS (Local Government Insurance Services). LGIS is partly owned by WALGA and offers insurance through its Scheme Membership and also through policies taken out with insurers. They are able to obtain policies from main stream insurance at a reduced rate as they broker on behalf of all scheme members.

Below is a list of insurances held by the Shire for the 2022/2023 financial year including the insurance provider, limit of liability and the cost of premium.

There has been an overall cost increase of 12.10% on last year. This is, however, lower than the predicted 15% forecast. The three larger increases are LGIS Property which is a result of increased assets, Workcare (due to a loss ratio of 146.2 over the past three years), and LGIS Bushfire (as a flow on from weather related catastrophes on the east coast of Australia).

Policy	2021/2022 Premium	2022/2023 Premium	Insurer	Liability	Interest Protected
LGIS Bushfire	\$31,500	\$36,775	Scheme	\$500k	Volunteer Bushfire members, medical expenses, loss of salary/wages and death benefits
LGIS Liability	\$37,499	\$40,920	Scheme	\$500m	Public liability - Death or Personal Injury, Loss or Damage to Property
Casual Hirers Liability	\$ 0	\$0	Covered by Scheme	\$10m	Legal liability to third parties for death, illness or personal injury and loss of damage to property at hired facility
Commercial Crime and Cyber Liability	\$3,426	\$4,025	Scheme	\$400k	Direct financial loss sustained by member
LGIS Property	\$112,168	\$122,431	Scheme	\$600m	Physical loss, destruction or damage to property including machinery breakdown and electronic equipment
LGIS Workcare	\$113,850	\$140,662	Scheme	\$500k	Workers Compensation and Injury Management including Journey Accident Cover
Corporate Travel	\$825	\$878	Scheme	\$10m	External Journey beyond 50km
Management Liability	\$34,643	\$37,518	Scheme	\$4.25m	Councillors and Officers Liability and Employment Practices Liability
Marine Cargo	\$660	\$693	QBE	\$400k	All goods &/or interests belonging &/or appertaining whilst in transit by land, air, water and parcel post
Motor Vehicle	\$67,395	\$70,966	Scheme	\$3.2m	All motor vehicles and trailers owned leased or mortgaged under hire purchase or hired in or let out. Includes volunteer bushfire brigade members' vehicles
Personal Accident - Volunteers , Councillors	\$467	\$517	Scheme	\$300k	Elected members and volunteers if injured or die whilst engaged in work for the Shire if said work is authorised by the Shire
Medical Malpractice Liability	\$6,990	\$7,518	Vero Insurance	\$20m	Cover of Medical Practice lawsuits for Springhaven
Less Contribution Assistance	-\$9,078	-\$26,349			Surplus Credit
<b>TOTAL</b>	<b>\$400,345</b>	<b>\$436,554</b>			

## CONSULTATION

David Woods – Account Manager LGIS  
Chief Executive Officer

## STATUTORY REQUIREMENTS

*Local Government Act 1995* Section 5.42(1)

Delegation Register – Admin 007 – Entering into Contracts of Insurance

*The Chief Executive Officer (CEO) is Delegated Authority to enter into appropriate contracts of insurance. In exercising the delegation, the CEO is to have regard to the provisions of the Annual Budget.*

Section 5.49(2) (Workers' compensation arrangement) of the *Local Government Act 1995* states:

(2) *WALGA is to establish and manage, for the benefit of itself and any eligible body that chooses to participate, a group self insurance arrangement against liability to pay compensation under the Workers Compensation Injury Management Act 1981.*

## POLICY IMPLICATIONS

2.1.8 – Financial Governance – Management of financial risk prudently, having regard to economic circumstances.

## FINANCIAL IMPLICATIONS

Insurance is the most important risk management task undertaken each year. Insurance is our single largest ongoing external cost and, without adequate cover, the Shire is extremely exposed to financial and property loss and open to liability.

## RISK MANAGEMENT IMPLICATIONS

Without sufficient insurance cover we run the risk of being unable to maintain our current level of service in the event of a major/catastrophic loss and possibly expose ourselves to litigation costs if not adequately insured.

## ASSET MANAGEMENT IMPLICATIONS

Nil

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

Nil

## VOTING REQUIREMENTS

Simple Majority

### OFFICER RECOMMENDATION/COMMITTEE RECOMMENDATION/COUNCIL DECISION

136/22 Moved Cr P Webb

Seconded Cr Egerton-Warburton

That the information regarding the levels of the Shire of Kojonup's insurance for the 2022/2023 financial year be noted.

CARRIED 8/0

<b>AUTHOR</b>	Judy Stewart – Senior Administration Officer
<b>ATE</b>	Tuesday, 1 November 2022
<b>FILE NO</b>	GO.CNM.6
<b>ATTACHMENT(S)</b>	Nil

<b>STRATEGIC/CORPORATE IMPLICATIONS</b>		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP 3 - Performance	3.2 – Be exceptional in two-way communication within our community, and market our brand outside of our community.	3.2.2 - Engage with our residents and industry members through increased use of social media.

#### DECLARATION OF INTEREST

Nil

#### SUMMARY

Council to consider its Ordinary Meeting schedule for the 2023 calendar year.

#### BACKGROUND

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, local governments are required to give local public notice and publish on their websites the date, time and place of ordinary council meetings and committee meetings which are proposed to be open to members of the public and shall be held within the proceeding 12 month period.

#### COMMENT

In October 2005 it was resolved that Council’s ordinary meetings would be held on the third Tuesday of each month commencing at 3:00pm except where dates clash with a public holiday or internal staffing management.

Occasionally, timeframes associated with specific matters may alter scheduled ordinary meeting dates. The following represent changes to the scheduled third Tuesday of each month for the holding of Council’s Ordinary Meetings in 2023:

- There is no ordinary meeting of Council held during the month of January.
- The Local Government Advisory Board (LGAB) requires Council to forward an Election Transition Arrangements Formal Review Report to the LGAB by 14 February 2023. As the Election Transition Arrangements process includes community consultation and Council does not hold a meeting in January, it is recommended that the February 2023 Ordinary Meeting be brought forward to 7 February 2023. This coincides with the Councillors’ Briefing Session normally scheduled for the first Tuesday in a month and will allow officers time to forward an adopted Formal Review Report to the LGAB by 14 February 2023.
- The July ordinary meeting of Council includes budget adoption. To ensure the end of financial year processes are completed, the July ordinary meeting of Council has



historically been held on the fourth Tuesday of the month rather than the third; it is recommended that this practice continues.

- Local Government ordinary elections are held on the third Saturday in October every biennial, uneven year meaning there will be an ordinary election on 21 October 2023. The third Tuesday of October 2023 is 17 October and it is recommended that this remain as Council's ordinary meeting date for October and a Special Council Meeting be called for a date soon after the 21 October 2023 for the election of the President and Deputy President and appointment of members to Committees.
- The December ordinary meeting date has typically been held on the second Tuesday of December and it is recommended that this practice continues.

Regulation 12 of the *Local Government (Administration) Regulations 1996* requires that Council's scheduled ordinary meetings, which will be open to the public, are published on the local government's official website before the beginning of the year in which the meetings are to be held and that the notice should include the date, time and location of the meetings.

Given the above information, the proposed 2023 ordinary meeting schedule for Council is as follows:

7 February 2023  
21 March 2023  
18 April 2023  
16 May 2023  
20 June 2023  
25 July 2023  
15 August 2023  
19 September 2023  
17 October 2023  
21 November 2023  
12 December 2023

## CONSULTATION

Chief Executive Officer

## STATUTORY REQUIREMENTS

Section 5.25 (1) (g) - *Local Government Act 1995* –

### ***5.25. Regulations about council and committee meetings and committees***

(1) Without limiting the generality of s. 9.59, regulations may make provision in relation to—

- (g) the giving of public notice of the date and agenda for council or committee meetings;

Regulation 12 - *Local Government (Administration) Regulations 1996* –

### **12. Publication of meeting details [Act s. 5.25(1) (g)]**

(1) In this regulation —

**meeting details**, for a meeting, means the date and time when, and the place where, the meeting is to be held.

(2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held—

- (a) ordinary council meetings;

- (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) *Any change to the meeting details for a meeting referred to in sub-regulation (2) must be published on the local government's official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3 - Compliance	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This includes new or proposed regulatory and legislative changes, in addition to the failure to maintain updated internal & public domain legal documentation.	Councillor/Staff Induction Process  Councillor/Staff training	Nil
6 - Engagement Practices	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Policies and Procedures	Nil
Risk rating - Adequate			
IMPLICATIONS			
Allows compliance with s. 5.25 (1) (g) of the <i>Local Government Act 1995</i> and r. 12 – <i>Local Government (Administration) Regulations 1996</i> - publication of meeting details.			

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

137/22 Moved Cr Singh

Seconded Cr Gale

That:

1. Ordinary Meetings of Council be scheduled to be held in the Shire of Kojonup (Shire) Council Chambers, 93 Albany Highway, Kojonup the third Tuesday of each month in 2023 commencing at 3:00pm with the following exceptions:
  - No scheduled meeting to be held in January;
  - The February meeting to be brought forward to the first Tuesday being 7 February;
  - The July meeting be held on the fourth Tuesday (25 July) to make allowance for the Annual Budget adoption; and
  - The December meeting be held on the second Tuesday (12 December) given timing to the Christmas break period.
2. The following dates be approved for the 2023 calendar year for Ordinary Meetings of Council:
  - 7 February 2023
  - 21 March 2023
  - 18 April 2023
  - 16 May 2023
  - 20 June 2023
  - 25 July 2023
  - 15 August 2023
  - 19 September 2023
  - 17 October 2023
  - 21 November 2023
  - 12 December 2023
3. That Council's approved Ordinary Meeting schedule for 2023, as above, be published on the Shire website and local public notice given.

CARRIED 8/0

9.3.6 COMMITTEES OF COUNCIL – MEETING DATES FOR 2023

<b>AUTHOR</b>	Judy Stewart – Senior Administration Officer
<b>ATE</b>	Tuesday, 1 November 2022
<b>FILE NO</b>	GO.CNM.6
<b>ATTACHMENT(S)</b>	Nil

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP 3 - Performance	3.2 – Be exceptional in two-way communication within our community, and market our brand outside of our community.	3.2.2 - Engage with our residents and industry members through increased use of social media.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

Council to adopt a schedule of meeting place, dates and times for Committees of Council for the 2023 calendar year.

**BACKGROUND**

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, local governments are required to give local public notice and publish on their websites the date, time and place of meetings of Council committees which are proposed to be open to members of the public and shall be held within the proceeding 12 month period.

**COMMENT**

Committee meetings required to be open to the public include:

- Audit and Risk Committee (required to meet quarterly)
- Kojonup Natural Resource Management (NRM) Advisory Committee (required to meet at least half yearly)
- Bush Fire Advisory Committee (required to meet biannually).

It is proposed that the Audit and Risk Committee continues to schedule its meetings to be held on the first Tuesday of February, May, August and November for the 2023 calendar year.

It is proposed that the NRM meetings be held on the third Thursday of February and August for the 2023 calendar year.

It is proposed that the Bush Fire Advisory Committee (BFAC) schedule its meetings to be held on the second Wednesday in February (as scheduled at the 14 October 2021 BFAC meeting) and August for the 2023 calendar year.

## CONSULTATION

Chief Executive Officer

Manager Regulatory Services

## STATUTORY REQUIREMENTS

Section 5.25 (1) (g) - *Local Government Act 1995* –

### **5.25. Regulations about council and committee meetings and committees**

- (1) *Without limiting the generality of s. 9.59, regulations may make provision in relation to—*
  - (g) *the giving of public notice of the date and agenda for council or committee meetings;*

Regulation 12 - *Local Government (Administration) Regulations 1996* –

### **12. Publication of meeting details [Act s. 5.25(1) (g)]**

- (1) *In this regulation —*  
**meeting details**, for a meeting, means the date and time when, and the place where, the meeting is to be held.
- (2) *The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held—*
  - (a) *ordinary council meetings;*
  - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) *Any change to the meeting details for a meeting referred to in sub-regulation(2) must be published on the local government's official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.*

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

# RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
2 – Business Disruption	Failure to adequately prepare and respond to events that cause disruption to the local community and/or normal business activities.	Maintain regular communications with agencies and support services.	Draft Bushfire Risk Management Plan
3 – Compliance	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This includes new or proposed regulatory and legislative changes.	Audit & Risk Committee	Nil
6 – Engagement Practices	Failure to maintain effective working relationships with the Community (including Local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Advisory committees/groups	Nil
7 - Environment	Inadequate prevention, identification, enforcement and management of environmental issues.	Support and work with environmental & land care groups.	Nil
Risk rating – Moderate/Low/Moderate/Low			
IMPLICATIONS			
Scheduled meetings with Advisory Committees of Council lessens risk by meeting legislative requirements and maintaining regular communication that may assist in preventing disconnect with community members and groups who perform vital roles within the Shire of Kojonup.			

# ASSET MANAGEMENT IMPLICATIONS

Nil

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

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That:

1. Meetings of advisory committees of Council be scheduled to be held in the Shire of Kojonup Administration Reception Lounge, 93 Albany Highway, Kojonup in 2023 as follows:

- Audit and Risk Committee – first Tuesday of February, May, August and November 2023 commencing at 9.00am;
- Kojonup Natural Resource Management Advisory Committee (NRM) – third Thursday of February and August 2023 commencing at 2.00pm; and
- Bush Fire Advisory Committee – second Wednesday in February and August 2023 – commencing at 7.00pm.

2. The following dates be approved for the 2023 calendar year for advisory committee meetings of Council:

Audit and Risk Committee:

- 7 February
- 2 May
- 1 August
- 7 November

NRM Committee:

- 16 February
- 17 August

Bush Fire Advisory Committee:

- 8 February
- 9 August

3. The approved meeting schedule for advisory committees of Council for 2023, as above, be published on the Shire website, local public notice given and each advisory committee chairperson advised.

## COUNCIL DECISION

Moved Cr F Webb

Seconded Cr Singh

That:

1. Meetings of advisory committees of Council be scheduled to be held in the Shire of Kojonup Administration Reception Lounge, 93 Albany Highway, Kojonup in 2023 as follows:
  - Audit and Risk Committee – first Tuesday of February, May, August and November 2023 commencing at 9.00am;
  - Kojonup Natural Resource Management Advisory Committee (NRM) – third Thursday of February and August 2023 commencing at 2.00pm; and
  - Bush Fire Advisory Committee – second Wednesday in February and August 2023 – commencing at 7.00pm.
2. The following dates be approved for the 2023 calendar year for advisory committee meetings of Council:
  - Audit and Risk Committee:
    - 7 February
    - 2 May
    - 1 August
    - 7 November
  - NRM Committee:
    - 16 February
    - 17 August
  - Bush Fire Advisory Committee:
    - 8 February
    - 9 August
3. The approved meeting schedule for advisory committees of Council for 2023, as above, be published on the Shire website, local public notice given and each advisory committee chairperson advised.

## AMENDMENT TO THE MOTION

138/22 Moved Cr Bilney

Seconded Cr F Webb

That the NRM Committee meeting normally scheduled for February be postponed to a later date and advertised accordingly when that date is determined.

CARRIED 8/0



THE AMENDMENT BECAME PART OF THE MOTION  
THE MOTION WAS PUT

139/22 Moved Cr F Webb

Seconded Cr Singh

That:

1. Meetings of advisory committees of Council be scheduled to be held in the Shire of Kojonup Administration Reception Lounge, 93 Albany Highway, Kojonup in 2023 as follows:
  - Audit and Risk Committee – first Tuesday of February, May, August and November 2023 commencing at 9.00am;
  - Kojonup Natural Resource Management Advisory Committee (NRM) – third Thursday of February and August 2023 commencing at 2.00pm; and
  - Bush Fire Advisory Committee – second Wednesday in February and August 2023 – commencing at 7.00pm.
2. The following dates be approved for the 2023 calendar year for advisory committee meetings of Council:
  - Audit and Risk Committee:
    - 7 February
    - 2 May
    - 1 August
    - 7 November
  - NRM Committee:
    - To be advised
    - 17 August
  - Bush Fire Advisory Committee:
    - 8 February
    - 9 August
3. The approved meeting schedule for advisory committees of Council for 2023, as above, be published on the Shire website, local public notice given and each advisory committee chairperson advised.

CARRIED 8/0

*Reason for change to the Officer Recommendation: New information to hand indicated that a Natural Resource Management/Landcare Officer may not be available by 16 February 2023 to attend a Natural Resource Management/Landcare Committee meeting.*

9.3.7 ADMINISTRATION OFFICE, LIBRARY AND DEPOT CLOSURE DURING THE 2022/2023 CHRISTMAS AND NEW YEAR PERIOD

<b>AUTHOR</b>	Judy Stewart – Senior Administration Officer
<b>DATE</b>	Tuesday, 1 November 2022
<b>FILE NO</b>	CM.PRO.1
<b>ATTACHMENT(S)</b>	Nil

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP3 - Performance	3.2 – Be exceptional in two-way communication within our community, and market our brand outside of our community.	3.2.2 - Engage with our residents and industry members through increased use of social media.

**DECLARATION OF INTEREST**

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

**SUMMARY**

To approve the Administration Office, Library and Depot closure during the 2022/2023 Christmas and New Year period.

**BACKGROUND**

The temporary closure of the Administration Office, Library and Depot during the Christmas and New Year holiday period has occurred for several years; it is suggested that the same arrangements take place during the 2022/2023 Christmas and New Year period.

**COMMENT**

In 2022 Christmas Day and Boxing Day fall on Sunday, 25 December and Monday, 26 December with the public holidays to be observed on Monday, 26 December and Tuesday, 27 December. New Year’s Day falls on Sunday, 1 January 2023 with the public holiday to be observed on Monday, 2 January 2023.

It is proposed that the Administration Office, Library and Depot be closed from 12 noon on Friday, 23 December 2022 through until usual hours Tuesday, 2 January 2023 as follows:

Friday, 23 December 2022 – Administration Office, Library and Depot close at 12 noon  
 Sunday, 25 December 2022 – Christmas Day  
 Monday, 26 December 2022 – Boxing Day observed public holiday  
 Tuesday, 27 December 2022 – Christmas Day observed public holiday  
 Wednesday, 28 December 2022 – Offices closed - leave required  
 Thursday, 29 December 2022 - Offices closed - leave required  
 Friday, 30 December 2022 – Offices closed – leave required  
 Sunday, 1 January 2023 - New Year’s Day  
 Monday, 2 January 2023 – New Year’s Day observed public holiday

Tuesday, 3 January 2023 - Administration Office, Library, and Depot reopen with officers commencing at usual work times.

Staff will be required to utilise leave accruals which can include:

- annual leave
- rostered days off
- Local Government days
- time in lieu; or
- leave without pay (only by prior arrangement with the Chief Executive Officer [CEO]).

Staff planning to work throughout this period can only do so with the approval of the CEO.

#### CONSULTATION

Senior Management

#### STATUTORY REQUIREMENTS

Nil

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

There are no financial implications as staff will be required to utilise leave accruals which are accounted for in the 2022/2023 Annual Budget.

#### RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
5 – Employment Practices	Insufficient staff numbers to achieve objectives	Health and Wellbeing initiatives	Nil
Risk Rating: High			
IMPLICATIONS			
Continuing the practice of closing operations over the Christmas/New Year period, as occurs in many local governments and has occurred for many years at the Shire of Kojonup, aligns with health and wellbeing initiatives. Skeleton staff remain present/accessible for essential services.			

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

140/22 Moved Cr Gale

Seconded Cr Bilney

That approval is granted for:

1. The closure of the Administration Office, Library and Depot during the 2022/2023 Christmas and New Year period from 12 noon Friday, 23 December 2022 to reopen at usual opening times on Tuesday, 3 January 2023; and
2. That the above mentioned closure be advertised on the Shire of Kojonup website and via local public notice.

CARRIED 8/0

UNCONFIRMED

### 9.3.8 POLICY MANUAL REVIEW

<b>AUTHOR</b>	Judy Stewart – Senior Administration Officer
<b>DATE</b>	Thursday, 4 November 2022
<b>FILE NO</b>	CM.POL.2
<b>ATTACHMENT(S)</b>	9.3.8.1 - Policy Manual – existing (2021) copy showing proposed changes 9.3.8.2 – Policy Manual – November 2022 – clean copy

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP3 - 3 Performance	3.1 - Be a continually engaged and strategic community which leads and organises throughout the entire stakeholder group.	3.1.5 – Implement strategies to improve Councillors’ role as community leaders and asset custodians.

### DECLARATION OF INTEREST

Nil

### SUMMARY

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

### BACKGROUND

Council’s Policy Manual is reviewed, in its entirety, on an annual basis and was last reviewed by Council in November 2021. Amendments to, and formation of, individual policies have been presented to Council for its consideration on an as needs basis in the interim, being incorporated into the Policy Manual at the time of amendment or formation.

### COMMENT

The annual review of the Policy Manual has been undertaken by staff and proposed amendments are shown (tracked) in the first of the attachments to this item with a clean copy, inclusive of changes, being the second attachment. A summary of policies with recommended, consequential changes is as follows (other inconsequential changes include amendments relating to improved formatting, consistency throughout the document, and reference to local laws):

Policy 1.5 – Memorial and Lesser Halls Community Usage/Management

- update to website location for hire forms

Policy 2.1.2 – Purchasing and Creditor Control

- Purchasing Thresholds for \$101 to \$5,000 and \$5,001 to \$20,000 – change to authorised officers (Chief Executive Officer [CEO], Senior Management from \$101 to \$20,000 and Manager The Kodja Place, Tourism and Marketing from \$101 to \$5,000 threshold)

- Addition of Point f) – All requisitions must be created by one officer and authorised by a different officer, resulting in a purchase order that has been seen by two different officers prior to dispatch to a creditor. The Authorising Officer must only authorise to the amount prescribed in the Purchasing Thresholds above.

Policy 2.1.3 – Debtor Control

- Policy – Sundry Debtors – point 1
  - Addition of point g. – Planning Plans
  - Addition of point h. – Development Plans
- Last paragraph – removal of *Council delegates authority to the Chief Executive Officer in accordance with Annual Delegation* (there is nil Annual Delegation). The remainder of policy wording is considered sufficient; that is, *'The Manager of Corporate and Financial Services is to ensure that procedures are in place to ensure the timely recovery of outstanding amounts and to limit the risk of debts turning bad'* and *'Debtors who do not pay their accounts within the Shire's terms are not to be offered any further line of credit'*.

Policy 2.2.7 – Staff Housing

- Allocation of specific houses to roles is updated to allow for housing availability at any given time, at the discretion of the CEO.

Policy 4.6 – Gravel and Sand Extraction

- Policy – point 4 – remove the word 'Synergy' (record system is currently ALTUS)

Other amendments include:

- references to Occupational Safety and Health being replaced with references to Work Health and Safety in accordance with the change from the *Occupational Safety and Health Act 1984* to the *Work Health and Safety Act 2020*.
- references to Manager Corporate and *Community Services* being replaced with references to Manager Corporate and *Financial Services*, in line with the position's change of title, as advertised for the present vacancy.

## CONSULTATION

Chief Executive Officer and Senior Management Team

Administration Staff via Administration Staff Meetings – review of a different policy on a regular basis to ensure relevance of content

## STATUTORY REQUIREMENTS

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

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

Nil

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
8 - Errors, Omissions and Delays	Changes to legislation	Policies and Procedures	Nil
Risk rating - Adequate			
IMPLICATIONS			
Robust systems and controls, including guidance documents such as Council's Policy Manual, reduce inconsistencies and risks associated with Shire operations. A lack of effective policies and processes can contribute to impulsive decision making (causes of compliance risk).			
Timely updating of policies in accordance with legislation amendments assists in reducing the likelihood of non-compliance with legal requirements.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

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

Nil

## VOTING REQUIREMENTS

Simple Majority

## OFFICER RECOMMENDATION/COUNCIL DECISION

141/22 Moved Cr Bilney

Seconded Cr Wieringa

That the attached Shire of Kojonup Policy Manual, dated November 2022 and including amendments as presented, be adopted.

CARRIED 8/0

9.3.9 PURCHASE OF LAND – 122 (LOT 30), ALBANY HIGHWAY, KOJONUP

<b>AUTHOR</b>	Heather Marland - Senior Finance Officer
<b>DATE</b>	Friday, 4 November 2022
<b>FILE NO</b>	A23820
<b>ATTACHMENT(S)</b>	9.3.9.1 – Email requesting waiver and purchase of land and Valuation Report

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

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to inform the Council of the request made by the land owner of 122 (Lot 30) Albany Highway, Kojonup – A23820 to waive all outstanding rates and purchase the property for a sum of \$10,000.

**BACKGROUND**

The landowner owned what they believed was one block with one title, but there are two titles - one consisting of a building and one a side access/driveway. The building was sold in 2013 but only the building changed hands leaving the owners with an access/driveway that, given its size, cannot be built on. There is also an easement over the property which prevents building as it is for access only.

**COMMENT**

In a conversation that the author had with the current landowner, the access/driveway was offered to the owner of the adjacent building whether they wanted to transfer the title of the access/driveway and was informed that they would be required to pay the outstanding rates. The adjacent building owner declined the offer.

The landowner has provided an Unimproved Valuation Report from Landgate dated 04/12/2019 stating that the land valuation as at 01/07/2019 was \$10,000. The valuation provided by the GRV schedule for rating purposes with the effective date of 01/07/2022 is \$500.

The access/driveway is next to a privately owned car park (Commercial Hotel) that many people use as either parking or access off the highway. If, in the future, this carpark was restricted to patrons only of the hotel this could cause issues accessing land owned by the Shire of Kojonup at the rear of the shops opposite the Police Station.



The landowner believes, given the size of the block and the easement, that the block is unlikely to sell, of which the author agrees.

Council has the option to go through the process of selling the land under the three year rule; however, that would only be adding costs to a low value block.

The author of this item recommends that the Council make an offer to the owners to purchase the block for the amount of the outstanding rates, with both sides paying their own legal costs to facilitate the sale.

## **CONSULTATION**

Chief Executive Officer

## **STATUTORY REQUIREMENTS**

*Local Government Act 1995* Section 6.43, 6.44 and 6.49:

*6.43 Rates and service charges are a charge on land  
Subject to the Rates and Charges (Rebates and Deferments)  
Act 1992, rates and service charges imposed under this Act,  
together with the costs of proceedings, if any, for the recovery  
of the rates or service charges, are a charge on the land rated or  
in relation to which the service charge is imposed.*

*6.44. Liability for rates or service charges  
(1) The owner for the time being of land on which a rate or service  
charge has been imposed is liable to pay the rate or service  
charge to the local government.  
(2) If there are 2 or more owners of the land they are jointly and  
severally liable to pay the rate or service charge, as the case  
requires.*

*6.49. Agreement as to payment of rates and service charges  
A local government may accept payment of a rate or service  
charge due and payable by a person in accordance with an  
agreement made with the person.*

## **POLICY IMPLICATIONS**

2.1.8 – Financial Governance – Management of financial risk prudently, having regard to economic circumstances.

## **FINANCIAL IMPLICATIONS**

At the time of writing this agenda there is an amount of \$8,804.73 owing on A23820. Minimum rates are applicable to this block so there would also be a loss of income equivalent to the minimum rate annually.

## **RISK MANAGEMENT IMPLICATIONS**

If the offer is not accepted and rates continue to go unpaid, there is the risk that in the future the cost to sell the property under the three (3) year rule may be greater than the value of the land.

**ASSET MANAGEMENT IMPLICATIONS**

If the offer is accepted, then 122 (Lot 30) Albany Highway, Kojonup will be added to the asset register and will be maintained by the Shire.

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

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

142/22 Moved Cr Gale

Seconded Cr Singh

That Council offers to purchase 122 (Lot 30) Albany Highway, Kojonup at the substitution cost of the property's outstanding rates (\$8,804.73), in exchange for the title of the property into the Shire's ownership, and both parties to be responsible for their own costs to facilitate the sale.

CARRIED BY ABSOLUTE MAJORITY 8/0

UNCONFIRMED

9.3.10 REQUEST TO WRITE-OFF INTEREST ON RATES

<b>AUTHOR</b>	Heather Marland - Senior Finance Officer
<b>DATE</b>	Monday, 7 November 2022
<b>FILE NO</b>	A8938
<b>ATTACHMENT(S)</b>	9.3.10.1 - Letter from owner of A8938

STRATEGIC/CORPORATE IMPLICATIONS		
Community Strategic Plan 2017 – 2027 “Smart Possibilities – Kojonup 2027+”		Corporate Business Plan 2017 – 2021 “Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP – 3	3.4 Be organised and transparent with our financial management.	3.4.2 Act with sound long-term and transparent financial management and deliver residents considered value for money

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is for Council to consider the write-off of interest accrued on A8938 - 107 Albany Highway, Kojonup.

**BACKGROUND**

The property in question is a commercial property in the centre of town. These are a set of older buildings that the owner has had trouble keeping tenanted. The owner has been in an ongoing family court dispute, which has resulted in difficulty paying the rates for the past five years. The owner has made contact during this time advising that the court action is still ongoing.

**COMMENT**

The Council has a COVID-19 Financial Hardship Policy 2.1.12 but, as this has been an ongoing issue for the previous five years and not due to recent unemployment, sickness or recovery of sickness, low or loss of income or unanticipated circumstances such as caring for and supporting extended family, this matter is not eligible for consideration under this policy.

At the time of writing this item, the outstanding amount is \$12,238.97 of which \$1,831.93 is interest accrued on rates and \$78.61 is interest accrued on the Emergency Services Levy. A payment of \$500 was made on 20 October 2022. The Council has the authority to write-off interest on rates only.

The owner has indicated in his letter that he can withdraw \$10,000 from his superannuation to help reduce the debt, even though it will not pay the debt entirely with the interest written off it will make the remaining amount manageable.

**CONSULTATION**

Nil

## **STATUTORY REQUIREMENTS**

*Section 6.44 of the Local Government Act 1995*

### **Liability for Rates or Service Charge**

- (1) The owner for the time being of land on which a rate or service charge has been imposed is liable to pay the rate or service charge to the local government.
- (2) If there are 2 or more owners of the land they are jointly and severally liable to pay the rate or service charge.

*Section 6.51 of the Local Government Act 1995*

### **Accrual of Interest on Overdue Rates and Service Charge**

- (1) A local government may at the time of imposing a rate or service charge resolve\* to impose interest (at the rate set in its annual budget) on —
  - (a) a rate or service charge (or any instalment of a rate or service charge); and
  - (b) any costs of proceedings to recover any such charge,that remains unpaid after becoming due and payable.

\* Absolute majority required.

- (2) The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.

- (3) Accrued interest is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.

- (4) If a person is entitled under the Rates and Charges (Rebates and Deferments) Act 1992 or under this Act (if the local government in a particular case so resolves) to a rebate or deferment in respect of a rate or service charge —

- (a) no interest is to accrue in respect of that rate or service charge payable by that person; and

- (b) no additional charge is to be imposed under section 6.45(3) on that person.

- (5) Regulations may provide for the method of calculation of interest.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

There is currently an outstanding interest amount of \$1,831.93.

**RISK MANAGEMENT IMPLICATIONS**

If action is taken to write-off the rates then this will be setting a precedent for other rate payers with outstanding rates. This could have an unknown financial impact for the Shire of Kojonup in the coming years.

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

143/22 Moved Cr Egerton-Warburton Seconded Cr Gale

That Council denies the request to write-off the outstanding interest amount of \$1,831.93 owed against A8938 -107 Albany Highway, Kojonup.

CARRIED BY ABSOLUTE MAJORITY 8/0

9.3.11 162 BLACKWOOD ROAD, KOJONUP – UPCOMING LEASE OPPORTUNITY

<b>AUTHOR</b>	Judy Stewart – Senior Administration Officer
<b>DATE</b>	21 November 2022
<b>FILE NO</b>	CP.LEA.1
<b>ATTACHMENT(S)</b>	9.3.11.1 – Map showing 162 Blackwood Road, Kojonup

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP3 - Performance	<p>3.1 - Be a continually engaged and strategic community which leads and organises throughout the entire stakeholder group.</p> <p>3.4 – Be organised and transparent with our financial management.</p>	<p>3.1.1 – Build partnerships with WA recreation, business and tourism.</p> <p>3.1.7 – Determine responsibilities for all assets and review and update lease conditions where other entities have partial or full responsibility for assets on Council managed land.</p>

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is for Council to consider calling for expressions of interest for the lease of land being 162 Blackwood Road, Kojonup, to commence once the current lease has expired.

**BACKGROUND**

Lot 162 Blackwood Road, Kojonup, represents approximately 34 hectares of agricultural land situated between Kojonup’s industrial estate and the Showgrounds/Sporting Precinct on Blackwood Road.

Previously, this land has been leased to the Kojonup Football and Cricket Clubs for farming purposes to provide funding for the Clubs’ ongoing operations and is currently leased to the Kojonup Football Club with the lease expiring on 28 February 2023.

**COMMENT**

It is proposed that Council advertises for expressions of interest to lease 162 Blackwood Road, Kojonup, using the following grading criteria:

- Community Value Creation 50%
- Price 40%
- Proposed Property Improvements 10%

Council, if resolving to offer this land for lease following the current lease’s expiry on 28 February 2023, may wish to advertise with the following conditions (as prescribed previously):



1. Term of lease to be for a period of three (3) years;
2. The lessee accepts the property on an 'as is' basis;
3. The lessee is to maintain perimeter fences at the current standards;
4. The Shire will not be liable for any issues arising from fencing and/or containment of stock;
5. The lessee is responsible for managing and minimising any fire hazard and complying with any relevant conditions of the annual fire break order; and
6. Any stocking rates will be agreed by both parties on an 'as needs' basis to respond to any animal welfare, fire hazard reduction, and land quality preservation issues that may arise.

It has previously been identified, as part of Council's water harvesting and re-use planning, that there is a need for a dam to store water that can be pumped to either the Showground dam or turkey nest dam. Accordingly, it has previously been suggested that such a dam could be located within the 162 Blackwood Road land, utilising the existing pipework along Blackwood Road. To accommodate this potential proposal, any leases of this land could include a clause that acknowledges that an area may be allocated, during the term of the lease, for such a storage dam.

#### CONSULTATION

Chief Executive Officer

#### STATUTORY REQUIREMENTS

*Local Government Act 1995 s. 3.58:*

***s. 3.58 Disposing of property***

- (1) *In this section —  
**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;  
**property** includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) *Except as stated in this section, a local government can only dispose of property to —*
  - (a) *the highest bidder at public auction; or*
  - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

*Local Government (Functions and General) Regulations 1996 r.14 and r. 18:*

***r. 14 Publicly inviting tenders, requirements for***

- (2a) *If a local government —*
  - (a) *is required to invite a tender; or*
  - (b) *not being required to invite a tender, decides to invite a tender,*  
*the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.*

***r. 18. Rejecting and accepting tenders***

- (5) *The local government may decline to accept any tender.*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

The current lease payment for this parcel of land is \$4,182 per annum.

#### RISK MANAGEMENT IMPLICATIONS

Due diligence in the use/maintenance of the land by another party (e.g.; a lessee) provides for fire hazard risk reduction.

#### ASSET MANAGEMENT IMPLICATIONS

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

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

Nil

#### VOTING REQUIREMENTS

Simple Majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

144/22 Moved Cr Bilney

Seconded Cr F Webb

That Council:

1. calls for public expressions of interest for the lease of lot 162 Blackwood Road, Kojonup with the following conditions applying:
  - a) Term of lease to be for a period of three (3) years;
  - b) The lessee accepts the property on an 'as is' basis;
  - c) The lessee is to maintain perimeter fences at the current standards;
  - d) The Shire of Kojonup will not be liable for any issues arising from fencing and/or containment of stock;
  - e) The lessee is responsible for managing and minimising any fire hazard and complying with any relevant conditions of the annual fire break order; and
  - f) Any stocking rates will be agreed by both parties on an 'as needs' basis to respond to any animal welfare, fire hazard reduction, and land quality preservation issues that may arise.

and

2. applies the following grading criteria to each expression of interest for this lease:

- Community Value Creation 50%
- Price 40%
- Proposed Property Improvements 10%

CARRIED 8/0

9.3.12 GREAT SOUTHERN NORTHERN YOUTH NETWORK BUSINESS CASE – REQUEST FOR SUPPORT

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Thursday, 24 November 2022
<b>FILE NO</b>	FM.FNR.2
<b>ATTACHMENT(S)</b>	9.3.12.1 – Albany Youth Services Association - Brochure

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
Key Pillar	Community Outcomes	Corporate Actions
KP 1 - Kojonup celebrates its diversity for residents and visitors.	1.3 Have systems in place to attract youth to the region, even in a transient manner.	<p>1.3.6 Develop and adopt a Youth Engagement Plan</p> <p>1.3.4 Explore opportunities with local schools and youth organisations to create a Youth Advisory Council to engage and advise the Shire and Councillors on youth issues (S1.2.1)</p> <p>1.3.1 Collect data on the needs of youth, as they live, educate, work, visit and return to Kojonup.</p>

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is for Council to consider donating \$2,500 toward a business case to seek funding for a Great Southern Youth Counsellor.

**BACKGROUND**

Ian Clarke, Chief Executive Officer, Albany Youth Services Association (AYSA) and Pippa Hepburn from the Great Southern Development Commission have approached the Shire of Kojonup to seek support for funding a business case to justify establishing regional Youth Workers in the region.

In consultation with the Western Australia Police Force, AYSA is proposing a Great Southern Youth Network encompassing eight northern shires of the Great Southern Region and offering 5 day a week Youth Service across the respective Shires with place based Youth Workers in key locations.

**COMMENT**

The regional communities located throughout the Great Southern have limited opportunities for at risk youth, often due to isolation and access to support services. The addition of Youth Workers to the communities of Denmark and Broomehill-Tambellup has demonstrated the significant value of having people embedded in the community working with young people

and their families to support young people during challenging times, offering guidance and support to young people to access specialist services.

This also provides a genuine opportunity to offer diversionary activities for young people becoming involved in the justice system, family violence and those suffering mental health issues, as a first point of contact and support.

It is proposed this would be a partnership approach between the Albany Youth Support Association and the Great Southern Northern shires. Importantly, the primary contribution from the shires is proposed as in kind contribution, offering potential office space or a venue the Youth Worker would be able to work from with young people, individually or as groups.

In addition, the shires have been requested to contribute a smaller amount of seed funding to help fund an application to significant funding bodies to finance a minimum 3 (three) year program to establish a well-structured, measured program, offering the best opportunity to disadvantaged and at risk young people in the region.

Crucially, this would provide strong evidence for future long term funding and offer a basis for the increased success and wellbeing of young people in these communities.

The Great Southern Development Commission has committed to supporting the program with the allocation of seed funding to assist in the development of a business case to the funding bodies.

The model involves the recruitment of four Youth Workers, consisting of one team leader and three youth workers. Katanning has been identified as a key location for the placement of the team leader and one youth worker, with an additional youth worker at Kojonup and Broomehill-Tambellup or Gnowangerup.

The team would be working a 5 (five) day a week roster, which allows the youth workers to move across communities, building relationships with young people, families, elders and key government agencies including Police, Health and Department of Communities. The combination of these key services as part of a broader framework will provide the greatest opportunity for young people and families to succeed in the community, reduce the incidence of crime and family trauma, ultimately delivering services many outlying communities have limited access to.

The Youth Workers actively engage with the young people and their families, developing case management for those Young People in need, whilst also developing relevant placed based programs which support the broader youth cohort.

The cost of the business case submission is \$18,000 in total.

The Great Southern Development Commission (GSDC) has committed \$7,500 to the Business Case and AYSA will be providing \$5,000 of in-kind project support including a Cost Benefit Analysis, the provision of Chartered Accountant and Accountant services, and project management and oversight.

The Business Case is to be completed within 90 days of commencing the project and during that time will also commence discussions with potential funding bodies.

The Shire of Kojonup has been requested to consider a commitment of \$2,500 to complete the funding.

The following contributions have already been made:

Katanning	\$3,000
Gnowangerup	\$2,000
Cranbrook	\$2,000
GSDC	\$7,500

The Shire of Broomehill-Tambellup also has an ongoing funding arrangement and partnership with Albany Youth Support Association (AYSA), through which they are providing support for this project to complete the required funding.

The total funding will be used to generate a Business Case. The Business Case will then be used to apply for major funding (\$1.5 million) from all relevant State and Federal agencies.

To make a strong case for this major funding, it will be essential that Shire of Kojonup has demonstrated its support for the Network. AYSA CEO, Ian Clarke, is leading the key advocacy activities required to apply for funding.

The author recommends that Kojonup participate in this program in line with our strategic community plan.

#### **CONSULTATION**

Pippa Hepburn - GSDC

Ian Clarke – CEO, AYSA

#### **STATUTORY REQUIREMENTS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

The budget for donations can be used to offset some of the cost of the \$2,500. In the budget review further monies can be found from other projects such as savings from the vehicle tracking budget which will be lower in total cost.

#### **RISK MANAGEMENT IMPLICATIONS**

Nil

#### **ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

145/22 Moved Cr Gale

Seconded Cr Egerton-Warburton

That Council approves a donation of \$2,500 seed funding for the Albany Youth Services Association Business Case to seek external funding to source Youth Workers to operate in the Great Southern region.

CARRIED BY ABSOLUTE MAJORITY 8/0

UNCONFIRMED



9.3.13 RESERVE ACCOUNT FINANCIAL REVIEW – 2021/2022

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Thursday, 24 November 2022
<b>FILE NO</b>	FM.FNR.2
<b>ATTACHMENT(S)</b>	Nil

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2018-2022”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP 3 - Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 – Increase regularity of readable financial reporting to the community. 3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

This report is for Council to consider deferring Point 2 below (part of a Reserve Account Financial Review due for presentation at this meeting) as requested at Council’s 20 September 2022 Ordinary Meeting (see resolution below), to Council’s 13 December 2022 Ordinary Meeting:

- “1) That the CEO present to the October 2022 Ordinary Council meeting a detailed review of the transfers both in and out of the Reserve accounts for the previous financial year.*
- 2) That the CEO present to the November 2022 Ordinary Council meeting a report on how the reserve accounts operation could be enhanced in respect to the following, but not to the exclusion of other issues that appear during the process:*
- *Council motions regarding contributions.*
  - *Timing of cash movements.*
  - *Monthly reporting of account balances.*
  - *Detail provided in budgeting of reserve account transfers.*
  - *The concept of saving for plant and equipment purchases versus borrowing the capital required at the time of purchase.”*

**BACKGROUND**

Since Council’s 20 September 2022 Ordinary Meeting, the author has presented a detailed review of the transfers both in and out of the Reserve Accounts for the previous financial year with Council resolving as follows at its 18 October 2022 Ordinary Meeting:

*“That Council receives the Officer’s report and notes the debits and credits in reserve accounts for the 2021/2022 financial year and the timing of expenditure as the reason for the increase in closing balance as of 30 June 2022.”*

**COMMENT**

The author believes that Point 2 of the above resolution requires workshopping with Councillors prior to an item being presented to Council and envisages the workshop to take place at Council's 29 November 2022 Briefing Session. The author, therefore, requests Council defer this matter to its 13 December 2022 Ordinary Meeting.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK MANAGEMENT IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

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

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That Council defers the presentation of the following information to its 13 December 2022 Ordinary Meeting:

A report on how the reserve accounts operation could be enhanced in respect to the following, but not to the exclusion of other issues that appear during the process:

- Council motions regarding contributions.
- Timing of cash movements.
- Monthly reporting of account balances.
- Detail provided in budgeting of reserve account transfers.
- The concept of saving for plant and equipment purchases versus borrowing the capital required at the time of purchase.

## COUNCIL DECISION

Moved Cr Gale

Seconded Cr Singh

That Council defers the presentation of the following information to its 13 December 2022 Ordinary Meeting:

A report on how the reserve accounts operation could be enhanced in respect to the following, but not to the exclusion of other issues that appear during the process:

- Council motions regarding contributions.
- Timing of cash movements.
- Monthly reporting of account balances.
- Detail provided in budgeting of reserve account transfers.
- The concept of saving for plant and equipment purchases versus borrowing the capital required at the time of purchase.

## AMENDMENT TO THE MOTION

146/22 Moved Cr Bilney

Seconded Cr Gale

That the deferred date be changed from 13 December 2022 to 7 February 2023.

CARRIED 8/0

THE AMENDMENT BECAME PART OF THE MOTION

THE MOTION WAS PUT

147/22 Moved Gale

Seconded Cr Singh

That Council defers the presentation of the following information to its 7 February 2023 Ordinary Meeting:

A report on how the reserve accounts operation could be enhanced in respect to the following, but not to the exclusion of other issues that appear during the process:

- Council motions regarding contributions.
- Timing of cash movements.
- Monthly reporting of account balances.
- Detail provided in budgeting of reserve account transfers.
- The concept of saving for plant and equipment purchases versus borrowing the capital required at the time of purchase.

*Reason for change to Officer Recommendation: to allow officers more time to prepare the financial report.*

9.3.14 SPRINGHAVEN AGED CARE FACILITY – EXPRESSION OF INTEREST

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Wednesday, 23 November 2022
<b>FILE NO</b>	CP.LEA.1
<b>ATTACHMENT(S)</b>	<p>9.3.14.1 – Expression of Interest document</p> <p><b>UNDER SEPARATE COVER</b></p> <p>Unconfirmed minutes of the Springhaven Working Group Meeting held 11 August 2022</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2027”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
<b>KP – Connected -</b> Kojonup advances through connections, partnerships and alliances.	2.2 Have enhanced our aged-care and health provisions by progressing our connections with regional and state-wide groups	2.2.17 empowering Council to investigate the possibility of leasing or selling Springhaven.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of the report is to consider the recommendation from the Springhaven Working Group and Audit and Risk Committee regarding the future of Springhaven Aged Care Facility (Facility) and consider calling an Expression of Interest (EOI) for proponents to lease and manage the aged care services at Springhaven.

**BACKGROUND**

Council has been discussing and considering different options to manage the sustainability of Springhaven aged Care services.

On 11 August 2022 the Springhaven Working Group (SWG) considered the risks and issues that were materialising at the Facility and moved the following for consideration by Council.

*Springhaven Working Group recommendation:*

*“That a recommendation is presented to Council that the Chief Executive Officer, along with the Springhaven Working Group members and Manager Springhaven, actively explore and investigate the options for the future model of operation for the management of Springhaven Lodge.”*

At Council's 16 August 2022 Ordinary Meeting, Council resolved as follows:

*"1. That Council receives the minutes from the 11 August 2022 meeting of the Springhaven Working Group, as presented; and*

*2. That the Chief Executive Officer, along with the Springhaven Working Group members and Manager Springhaven, actively explore and investigate the options for the future model of operation for the management of Springhaven Lodge."*

Councillors discussed the different options and invited the Chief Executive Officer and President of the Shire of Donnybrook and the General Manager of Geegeelup Aged Care, Bridgetown, to present to Councillors on the different models of operating and the pathways they took to managing sustainability and outsourcing management of the Shire's Aged Care facilities.

On 2 November 2022 the Audit and Risk Committee recommended to Council the following;

*"That the Audit and Risk Committee recommend to the Council, given the issues at Springhaven and the associated risk, that it progresses with the strategy to advertise an expression of interest to lease the management of the facility as a matter of urgency."*

Council also should note that in the Strategic Community Plan there is a strategic initiative 2.2 *"Have enhanced our aged-care and health provisions by progressing our connections with regional and state-wide groups"* which leads to 2.2.17 empowering Council to investigate the possibility of leasing or selling Springhaven.

#### **COMMENT**

Springhaven has recently been affected by the staffing shortages related to Carers and Registered Nurses roles currently being felt across Australia and globally. What this has demonstrated is that the Shire does not have the depth of experience or resources to support the Aged Care sector as it changes its regulatory standards as well as changes to the economic environment.

The author advises that the current situation is one of 'victim of circumstance'. Increased costs across all areas, mandatory pay increases for aged care staff, increased costs related to new regulatory framework and new AN-ACC (Australian National Aged Care Classification) funding model, and impacts of COVID-19 mandatory vaccination leaving a shortage of skilled labour, have all combined to create a crisis situation. Access to any staff, let alone aged care staff, is at an all-time low.

This presents a high risk for the Shire and one option is to test the market to outsource the management of the facility whilst the Shire maintains ownership of the assets.

Taking into consideration the significance of the new Federal Aged Care Standards coming into operation, it has become clear that unless there is a material increase in Federal funding, Springhaven, under its current arrangements, may be placed under financial pressure. This will place additional stress on the facility and the Shire, as it is expected the resource staffing numbers will need to increase in line with the new standards.

Critical staff losses would create a catastrophic risk environment and a solution for this needs to be a priority of Council.

While the environment is challenging for all aged care operators, as demonstrated through the COVID-19 pandemic response and recovery process, the Shire has given priority to the health and wellbeing of residents, families and staff.

At this point it is important to note that Springhaven, in particular, has struggled with the support required as the Shire does not have the required expertise in aged care to support the current issues and management of Springhaven.

COVID-19 and the resource supply issues have brought this sharply into focus. This is not a criticism but a practical observation of the lack of depth in the Shire to support the Aged Care operations moving forward.

There are currently four simultaneous, parallel strategies in play which Shire Officers have been working towards:

- Continue extensive targeted recruitment process;
- Facilitate information sharing and discussions with other like sized Aged Care facilities to determine how they manage;
- Begin works on an expression of interest and a service level agreement/lease for facility;
- Formulate contingency plans if the Facility is no longer able to provide adequate level of care against the standards.

It is confirmed by the Council that the intended goal is to keep Springhaven open and available for current and future residents.

Three scenarios have been considered if no alternative to the current staffing crisis can be found:

1. Reduce residents to match the required staffing numbers to the capacity the Facility has to observe regulatory staffing obligations. This has already been executed and the number of residents has reduced through natural attrition.
2. Lease the Facility – investigate a sustainable model. This report addresses the EOI process to commence the process.
3. Relocate and or close the Facility in an orderly and structured manner. This is a solution of last resort and would only be considered in the event Springhaven cannot comply with its regulatory obligations.

A reduction in available beds is only an option short term and is not a sustainable solution as it has an impact on the revenue for the Facility. With this in mind, no new residents will be accepted until the Manager of the Facility and the CEO deem the resources can provide the adequate care required under the standards.

The Shire remains committed to its ageing in place strategy which seeks to enable a variety of residential and care pathways for the community, inclusive of the Independent Living Units in Loton Close and others. Therefore, point 3 above is not an option at this stage and should only be considered as a last resort.



In the short term Shire Officers have implemented the first strategy and reduced the intake of residents to match the resourcing levels currently in place. As resourcing improves we will increase the number of residents in a controlled manner.

While this Shire has managed the aged care facility at a high quality level, it is now apparent why other local governments across the Nation have exited the management responsibilities of such facilities in favour of specialist service providers.

It must be made clear this is not a financial decision for Council, although previous budgets demonstrate the high level of subsidy the Community is undertaking. These Strategies are employed to help reduce the compliance burden and associated risk with maintaining a facility of this size under a dramatically different future regulatory framework.

The parallel strategy of seeking interested proponents is essential to the sustainability of Springhaven Lodge. While the expression of interest process may take some time, the Council and community can be assured that the continued quality of care for residents will not change and the Shire will continue recruitment strategies to find the right qualified Team Members.

The author recommends that the Shire seek Expressions of Interest and tests the market for operators that have the depth and experience to sustain aged care facilities in the Kojonup region.

The author confirms that discussions with residents, families and the community will need to be carefully managed moving forward, with discretion and empathy. The CEO and Manager Springhaven will create a clear and detailed communication strategy.

## CONSULTATION

Briefing Sessions September 2022  
Risk and Audit Committee  
Springhaven Working Group  
Manager Springhaven  
Senior Administration Officer

## STATUTORY REQUIREMENTS

s. 3.58 of the *Local Government Act 1995*:

### 3.58. Disposing of property

(1) In this section —

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

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

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
1 - Asset Sustainability	Inadequate financial management and planning (capital renewal plan)	Asset replacement schedule	Nil
2 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory)	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework.	Industry Standards maintained	Nil
10 – Errors Omissions, Delays	Errors, omissions or delays in operational activities as a result of unintentional errors or failure to follow due process including incomplete, inadequate or inaccuracies in advisory activities to	Policies and Procedures Segregation of duties (Financial control)	

	customers or internal staff		
Risk Rating – High			
IMPLICATIONS			
There are potentially a number of catastrophic risks associated with this situation. The potential for devolvment of practices and standards is very likely and this report addresses these risks.			

#### ASSET MANAGEMENT IMPLICATIONS

Whole of Life considerations for Springhaven Aged Care.

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

Nil

#### VOTING REQUIREMENTS

Simple Majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

148/22 Moved Cr Gale

Seconded Cr Singh

That Council:

1. advertises for Expressions of Interest in accordance with s. 3.58 of the *Local Government Act 1995*, seeking to outsource operation and management of the Springhaven Residential Aged Care Facility, including the option of leasing of the facilities (disposal of asset), without selling the underlying capital (building and land) asset/s; and
3. approves the document “Expression of Interest – Shire of Kojonup ‘Springhaven’ Aged Care Services”, as attached.

CARRIED 8/0

*Jill Mathwin left the meeting at 4.00pm.*

#### 9.4 KEY PILLAR 4 – ‘PROSPERITY’ REPORTS

Nil

#### 9.5 KEY PILLAR 5 – ‘DIGITAL’ REPORTS

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

13.1 20 SEPTEMBER 2022 ORDINARY MEETING – RETRACTION OF ITEM 13.1 – RESIGNATION OF CR ROGER BILNEY FROM COUNCIL

CHIEF EXECUTIVE OFFICER RECOMMENDATION/COUNCIL DECISION

149/22 Moved Cr Singh

Seconded Cr Wieringa

That Council retract 13.1 *Resignation of Cr Roger Bilney from Council* within Council's 20 September 2022 Ordinary Meeting minutes due to the resignation later being deemed not valid (in accordance with legal advice) and Cr Roger Bilney wishing to withdraw the resignation.

CARRIED 8/0

14 MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.1.1 10 ELVERD STREET, KOJONUP – LEASE - WANSLEA

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Thursday, 24 November 2022
FILE NO	CP.LEA.1
ATTACHMENT(S)	<p><b>UNDER SEPARATE COVER</b></p> <p>14.1.1.1 - Acumentis - Valuation report - 10 Elverd Street, Kojonup</p> <p>14.1.1.2 - Kojonup Child Care Centre Inc (KCCC) - 10 year agreement July 2021 to June 2031</p> <p>14.1.1.3 - KCCC – MOU</p> <p>14.1.1.4 - Successful Respondent EOI - WANSLEA</p> <p>14.1.1.5 - Wanslea ABN Current Details</p> <p>14.1.1.6 - Wanslea Early Learning and Development Limited - Charity Status</p> <p>14.1.1.7 - Asset Transfer Agreement – WL - KCCC</p> <p>14.1.1.8 - Constitution - Wanslea Early Learning and Development</p> <p>14.1.1.9 - Shire of Plantagenet/Wanslea lease</p> <p>14.1.1.10 - Shire of Katanning/Wanslea lease</p>

14.1.2 RESIDENTIAL ASSET PURCHASE – 14 PENSIONER ROAD, KOJONUP

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Wednesday, 23 November 2022
FILE NO	
ATTACHMENT(S)	<b>UNDER SEPARATE COVER</b> 14.1.2.1 – Proforma – 14 Pensioner Road, Kojonup

**STATUTORY REQUIREMENTS**

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

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal –
  - (i) a trade secret; or
  - (ii) information that has a commercial value to a person; or
  - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to –
  - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
  - (ii) endanger the security of the local government's property; or
  - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*.

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

**PROCEDURAL MOTION**

150/22 Moved Cr Bilney

Seconded Cr Gale

That the meeting proceed behind closed doors in accordance with Section 5.23(2) (e) of the *Local Government Act 1995* at 4.00pm.

CARRIED 8/0

**PROCEDURAL MOTION**

154/22 Moved Cr F Webb

Seconded Cr Gale

That the meeting be reopened to the public at 4.21pm.

CARRIED 8/0

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

14.2.1 10 ELVERD STREET, KOJONUP – LEASE – WANSLEA

**OFFICER RECOMMENDATION/COUNCIL DECISION**

151/22 Moved Cr Egerton-Warburton

Seconded Cr Bilney

That Council:

1. proceeds, in accordance with s. 3.58 of the *Local Government Act 1995*, to advertise the disposal of property (being 10 Elverd Street, Child Care Centre) by way of a lease to Wanslea Early Learning and Development; and
2. if no public objections are received, delegates authority to the Chief Executive Officer to negotiate a subsidised lease with Wanslea Early Learning and Development, being a not-for-profit organisation, and executes a tenancy lease agreement for a period of 5 years + 5 years optional extension.
3. authorise an economic subsidised rent of \$2,664 per year, stipulating in the agreement that Wanslea Early Learning and Development is responsible for all maintenance and minor capital works (such as painting and locks etc), excluding structural and major maintenance.

CARRIED BY ABSOLUTE MAJORITY 8/0

14.2.2 RESIDENTIAL ASSET PURCHASE – 14 PENSIONER ROAD, KOJONUP

**OFFICER RECOMMENDATION**

That:

1. the Chief Executive Officer (CEO) has delegated authority to make an offer of up to a maximum of \$260,000 (excluding costs and stamp duty) on 14 Pensioner Road, Kojonup;
2. the Council approves increasing its borrowings up to a maximum of \$330,000 to fund the purchase and required renovations of 14 Pensioner Road, Kojonup if the offer is accepted;
3. the CEO reports back to Council, at briefing sessions, each milestone and the project scope and costs associated with the sale and renovation as it is negotiated and executed, if the offer is accepted.

#### COUNCIL DECISION

Moved Cr Gale

Seconded Cr Singh

That:

1. the Chief Executive Officer (CEO) has delegated authority to make an offer of up to a maximum of \$260,000 (excluding costs and stamp duty) on 14 Pensioner Road, Kojonup;
2. the Council approves increasing its borrowings up to a maximum of \$330,000 to fund the purchase and required renovations of 14 Pensioner Road, Kojonup if the offer is accepted;
3. the CEO reports back to Council, at briefing sessions, each milestone and the project scope and costs associated with the sale and renovation as it is negotiated and executed, if the offer is accepted.

#### AMENDMENT TO THE MOTION

152/22 Moved Cr Wieringa

Seconded Cr Gale

That the words 'if the property is still available and conditional upon approval of finance by the Western Australian Treasury Corporation' be added to the end of the Point 1.

CARRIED BY ABSOLUTE MAJORITY 8/0

THE AMENDMENT BECAME PART OF THE MOTION

THE MOTION WAS PUT

153/22 Moved Cr Gale

Seconded Cr Gale

That:

1. the Chief Executive Officer (CEO) has delegated authority to make an offer of up to a maximum of \$260,000 (excluding costs and stamp duty) on 14 Pensioner Road, Kojonup, if the property is still available and conditional upon approval of finance by the Western Australian Treasury Corporation;
2. the Council approves increasing its borrowings up to a maximum of \$330,000 to fund the purchase and required renovations of 14 Pensioner Road, Kojonup if the offer is accepted;
3. the CEO reports back to Council, at briefing sessions, each milestone and the project scope and costs associated with the sale and renovation as it is negotiated and executed, if the offer is accepted.

CARRIED BY ABSOLUTE MAJORITY 7/1

*Reason for change to Officer Recommendation: to allow for the possibility that the property may not still be available and to allow the Shire to establish access to Western Australian Treasury Corporation finance should the property be available and an offer be accepted by the vendor.*

#### 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.



16 ATTACHMENTS (SEPARATE)

Item 5.1	5.1.1	18 October 2022 Ordinary Meeting - Communication Complaint – response
	5.1.2	9 November 2022 Special Council Meeting – Wind Farm matters - response
Item 6.1	6.1.1	Unconfirmed minutes of the Ordinary Council Meeting held on 18 October 2022
Item 6.2	6.2.1	Unconfirmed minutes of the Special Council Meeting held on 9 November 2022
Item 7.4	7.4.1	Cr Egerton-Warburton - Notes of a GS Zone of WALGA Meeting held 28 October 2022
Item 9.1.1	9.1.1.1	Volunteer Handbook – existing (2021) copy showing proposed changes
	9.1.1.2	Draft Volunteer Handbook – clean copy (2022)
Item 9.2.1	9.2.1.1	Unconfirmed minutes of the LEMC Meeting held 7 November 2022
Item 9.2.2	9.2.2.1	Unconfirmed minutes of the BFAC Meeting held 8 November 2022
Item 9.3.1	9.3.1.1	October 2022 Monthly Financial Statements
Item 9.3.2	9.3.2.1	Monthly Payments Listing 1 to 31 October 2022
Item 9.3.3	9.3.3.1	Unconfirmed minutes of the Audit and Risk Committee Meeting held 2 November 2022
Item 9.3.4	9.3.4.1	Vehicle and Plant Register
	9.3.4.2	Property Register
Item 9.3.8	9.3.8.1	Policy Manual – existing (2021) copy showing proposed changes
	9.3.8.2	Policy Manual – November 2022 - clean copy
Item 9.3.9	9.3.9.1	Email requesting waiver and purchase of land and Valuation Report
Item 9.3.10	9.3.10.1	Letter from owner of A8938
Item 9.3.11	9.3.11.1	Map showing 162 Blackwood Road, Kojonup
Item 9.3.12	9.3.12.1	AYSA Brochure

.../

Item 9.3.14                      9.3.14.1                      Expression of Interest document

**UNDER SEPARATE COVER – CONFIDENTIAL**

Unconfirmed minutes of the Springhaven Working  
Group Meeting held 11 August 2022

Item 14.1.1

**UNDER SEPARATE COVER**

- 14.1.1.1                      Acumentis - Valuation report - 10 Elverd Street,  
Kojonup
- 14.1.1.2                      Kojonup Child Care Centre Inc (KCCC) - 10 year  
agreement July 2021 to June 2031
- 14.1.1.3                      KCCC – MOU
- 14.1.1.4                      Successful Respondent EOI - WANSLEA
- 14.1.1.5                      Wanslea ABN Current Details
- 14.1.1.6                      Wanslea Early Learning and Development Limited -  
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Development
- 14.1.1.9                      Shire of Plantagenet/Wanslea lease
- 14.1.1.10                      Shire of Katanning/Wanslea lease

Item 14.1.2

**UNDER SEPARATE COVER**

- 14.1.2.1                      Proforma – 14 Pensioner Road, Kojonup



# 2022 WCP CIVIL BLOOM FESTIVAL REPORT

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[www.greatsoutherntreasures.com.au/bloom](http://www.greatsoutherntreasures.com.au/bloom)



**WCP Civil**

**BLOOM**  
*Festival*





# CONTENTS

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- Intro
- Overview
- Sponsors
- Attendance breakdown
- Highlights
- Expenditure
- Economic Impact
- Financial Overview
- Event Development
- Highlights
- Social Media Campaign Overview
- Exposure
- Event Snaps
- Feedback, comments

# INTRO...

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*As the wildflower season begins to flourish...*

The Bloom Festival celebrates the renewal of spring throughout the Great Southern Treasures, focusing on the wildflower tapestries and town cultures that make up this amazingly diverse region.

With a whole month of events & activities staged across 9 shires, this year the Festival encompassed more than 50 events, making a trip to the Great Southern Treasures a must do this spring.

Events include arts, crafts, displays, exhibitions, fauna & flora-themed activities, food events, guided tours & hikes through the Stirling Range and Porongurup National Parks, heritage trails, markets, Noongar culture events, open gardens, wine & dine events, and creative workshops.

Take a road trip down south to explore the entire Great Southern Treasures region, from Kojonup, Woodanilling & Pingrup down to Bremer Bay on the coast, across to Mt Barker, Porongurup and Frankland River, taking in major centres such as Katanning, the Stirling Range National Park and everything in between.

Launched on 17 September at Plantagenet Wines in Mount Barker, from then, 53 events took place throughout the Great Southern Treasures region providing locals and visitors with 6 weeks full of blooming festivities.





# OVERVIEW...

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The 2022 WCP Civil Bloom Festival was a great success, with over 50 fantastic events/activities held across the Great Southern Treasures region catering for a variety of visitors.

it was great to see Covid restriction removed and borders open before the Bloom Festival launched so events were able to go ahead without any concerns.

The Festival organisation begun in late June with the Great Southern Treasures Coordinator seeking and managing all areas including sponsorship & general festival planning. After previous engagement throughout the year to potential event holders, this was eventually handed over to Live Events once plans were able to move forward following necessary procedures with last year's event management company.

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The results of 2022 Bloom Festival showed great improvement from the previous year with strong potential 2023 to be even better after all learnings and feedback are put in place.

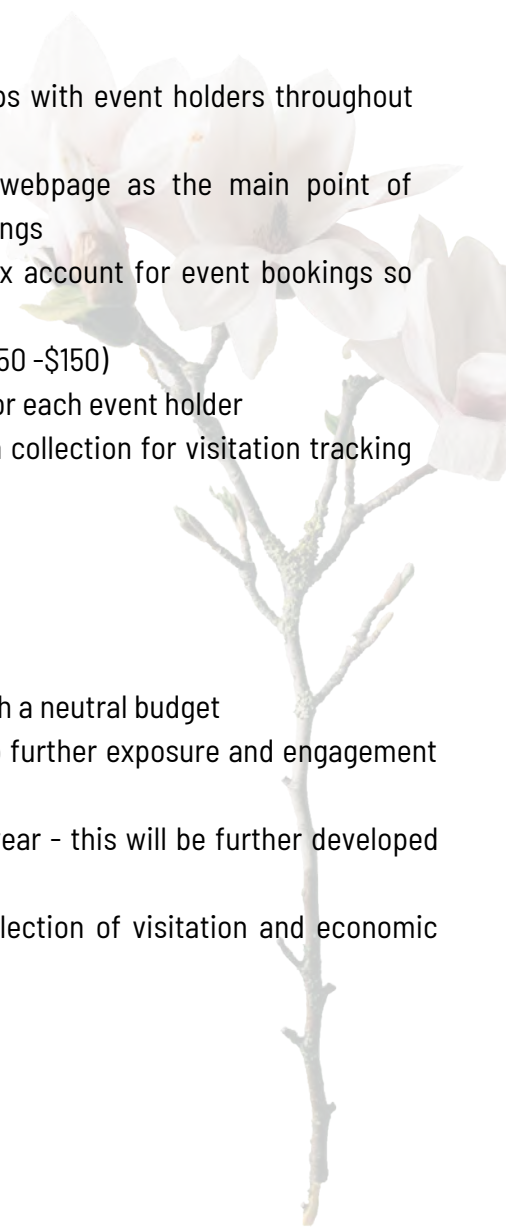
## Key points

- Live Events appointed as an external event coordinator
- Number of events doubled from 2021 with a wider variety catering for all ages

From here on, Live Events coordinated and liaised with all event holders. Many new systems were put in place as well as others improved for the future.

## The key changes included:

- Being pro-active in building relationships with event holders throughout the year to ensure event numbers grew
  - Setting up the GST Bloom Festival's webpage as the main point of information for traffic for all event bookings
  - Setting up the Bloom Festival Humanitix account for event bookings so purchases remained inhouse
  - Event registration fee continued (from \$50 - \$150)
  - Ensuring liability insurances were held for each event holder
  - Continuing to improve and monitor data collection for visitation tracking and event attendees
- 
- Financial outcomes were balanced with a neutral budget
  - ABC Photo competition contributed to further exposure and engagement with over 200 entries
  - The passport trail was not used this year - this will be further developed next year
  - Process set up last year for data collection of visitation and economic impact will continue to be refined



# SPONSORS...

Thanks to all of our sponsors this year, who without their support, the Bloom Festival wouldn't be possible.

*Corporate*



**WCP Civil**

**RioTinto**



**SOUTHERN PORTS**  
ALBANY BUNBURY ESPERANCE

*Government*

**WESTERN  
AUSTRALIA**  
WALKING ON A DREAM



Funded by  
**ROAD SAFETY  
COMMISSION** | COMMUNITY  
GRANTS PROGRAM

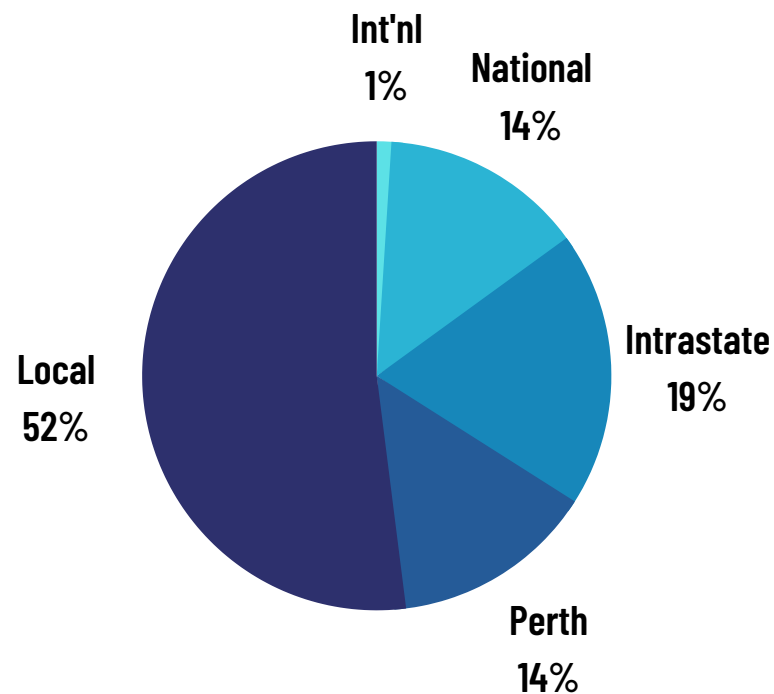
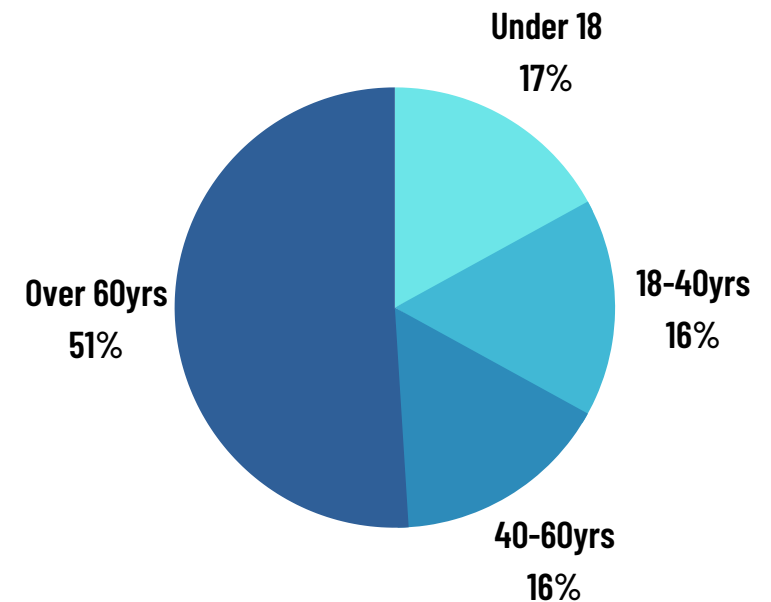
**Hon. Shelley Payne MLC**  
MEMBER FOR AGRICULTURAL REGION



# 2022 ATTENDANCE BREAKDOWN

A total of **11,298** people were recorded attending events in the Bloom Festival Program in 2022 from ticket sales.

The attendance of non-recorded visitors to the region can be assumed to be a lot greater but are not claimed as part of these figures.



The attendance of non-recorded visitors to the region can be assumed to be a lot greater but are not claimed as part of these figures.

# HIGHLIGHTS

**\$94,644**

Total \$ through bookings received for 2022 events

2021  
Total \$ through  
bookings received

**\$18,135**

*New partnerships  
through sponsorship*

- WCP Civil
- Rio Tinto
- Shelley Payne MLC

Total sponsorship  
secured for 2022

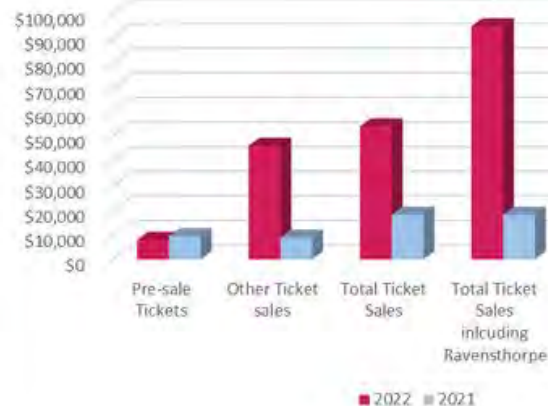
**\$69,318**

**\$3,604**

Advert sales &  
Event holders

*Total budget for 2022*

**\$72,922**



# DIRECT EXPENDITURE SUMMARY (EX GST)

Outflows	2022	2021
Marketing & Advertising	\$32,949	\$20,663
Production	\$160	\$3,485
Administration & Coordination	\$26,631	\$22,868
<b>TOTAL Outflows from the region</b>	<b>\$59,740</b>	<b>\$46,016</b>

Inflows	2022	2021
Corporate Sponsorship	\$41,178	\$2,000
Government Sponsorship	\$28,500	\$53,350
Other Income	\$3,598	
<b>Total Inflows to the region</b>	<b>\$73,276</b>	<b>\$55,350</b>

Visitor Expenditure	2022	2021
Outside Visitors to the region	3999	1727
Average Length of Stay - nights	2	2.65
Average expenditure per day	\$240	\$140
Visitor Onsite Expenditure (3999 x 2 x \$240)	\$1,919,520	\$640,717
Visitor event attendance expenditure	\$53,969	\$18,135
<b>TOTAL Visitor Expenditure</b>	<b>\$1,973,489</b>	<b>\$640,717</b>



# ECONOMIC IMPACT

09

NOVEMBER 2022

\$1,987,025

DIRECT EXPENDITURE TO THE REGION



NOVEMBER 2021

\$668,186

DIRECT EXPENDITURE TO THE REGION



## 8. FINANCIAL OVERVIEW

The event ran at a neutral cost in 2022 with a turnover of \$72,922 which was higher to 2021's festival of \$53,350.

These results were rewarding, as the planning required many financial restrictions and priorities to be juggled until later in the timeline as funding became secure.

## 9. EVENTS DEVELOPMENT

53 events or activities were secured for the 2022 Bloom festival which is considerably more than predicted. Of the events held, 46 were new to the Festival which clearly tells us the interest in being involved is still strong in the community.

### Future Management

Suggest previously engaged roles be picked back up for sponsorship management, and for some alterations to the Event contractor's contract to be made to include more detailed items. They will also provide more support to event holders to assist in maximizing attendance. Event details will also be finalized a lot earlier, to enable earlier completion of the program booklet.

With a longer timeline for planning and a year's experience behind the current organisers, the processes for 2023 will be better managed, resulting in even better outcomes.



# HIGHLIGHTS

11,298

People recorded  
attending Bloom events  
via ticket sales

53

Events took place -  
double 2021 total events

26

of these were  
FREE events

46

were new to the  
Bloom Festival

*Helping others....*

Glenlossie Long Table  
Luncheon raised over \$10,000  
for the Royal Flying Doctors  
Service

*Website page views...*

29,404

↑ +271%

3.04%

↓ 90%

*Website Bounce  
Rate...*



HEADING  
DOWN  
SOUTH?

17TH SEPT  
**2022 BLOOM  
FESTIVAL**  
LAUNCH  
TICKETS HERE

HEADING DOWN SOUTH?  
**GREAT SOUTHERN TREASURES**  
**2022 WCP CIVIL BLOOM FESTIVAL**



TICKETS HERE



# SOCIAL MEDIA CAMPAIGN OVERVIEW

1/09/2022 - 31/10/2022



885,784

IMPRESSIONS



3 12,378

REACH



12,522

LINK CLICKS



10,823

THRUPLAY WATCHED VIDEOS



3,893

FACEBOOK FOLLOWERS



1,768

INSTAGRAM FOLLOWERS



# EXPOSURE



- Perth Now
- Australia's South West website
- ASW EDM's
- ASW Google ads
- ASW Social Media
- Tourism WA Social Media & Website
- Eventfinda
- All Festivals
- Weekend Notes Perth
- Albany Advertiser online
- The Southerly Mag online
- The Sunday Times online
- GSDC Social Media
- ABC Great Southern Social Media
- Albany Locals
- GST Shire Websites
- Common Times
- Australia's Guide
- Amazing Albany social media



- Albany Advertiser
- The Extra
- Sunday Times "Get out there"
- Southerly Mag
- Caravanning Australia
- Have a GO News
- WA News
- The Wagin Wool Press



- Mix 94.5
- GoldMX
- Triple M Albany
- ABC Great Southern



- Vinyl banners
- Pull up banner
- Corfulte signs (at end)
- Posters
- Program booklets
- Photo Comp in partnership with ABC Great Southern - over 220 entries!





# EXPOSURE





# EXPOSURE CONT'...

## NATIVE ARTICLE - 6 FUN WAYS TO CELEBRATE THE ARRIVAL OF SPRING - ALL EXPERIENCES WITHIN THE GST

LOGIN | REGISTER



Get ready to ignite your senses. Credit: Getty Images.

### Six fun ways to celebrate the arrival of spring

Great Southern Treasures | SPONSORED  
September 2, 2022 10:20AM

TOPICS Lifestyle

Spring is here, which means it's time to ditch the winter woollies, fling open those windows and let the sunshine in. It also means planning fun springtime activities; from getting out for a walk in nature, to packing a picnic and enjoying our native wildflowers, we are certainly spoilt for choice in beautiful, sunny WA.

Here are six fun ways to celebrate the arrival of spring in WA:

### A HIKE TO SET YOUR SIGHTS ON: CHOOSE YOUR ADVENTURE



WHAT'S ON DOWN SOUTH? 2022 WCP CIVIL BLOOM FESTIVAL. SEE EVENTS HERE...

### A HIKE TO SET YOUR SIGHTS ON: CHOOSE YOUR ADVENTURE



ADVERTISEMENT

Hiking through the Stirling Ranges and Porongurup National Park (they are a 30-minute drive from each other) will certainly ignite your senses, it may even give you a reality trek! Some of the hikes are truly quite challenging, but nonetheless rewarding. Of course, for those who just want to get out in nature and enjoy some moderate exercise, there are options available; like the Walitj Meil (Wedge-tail eagle) Walk Trail, a 1km / 30 min loop, or Nancy Peak, a 4km circuit tucked away in the heart of the Porongurup National Park, a trail walking you through thriving and majestic karri trees. Heading out into these places also gives you a chance to bird watch, picnic, camp and rock climb.

### TIME TO UNWINE

Why not take the opportunity to get into that fresh spring air and soak up some local talent? The Great Southern is home to many great wineries and distilleries, for example, Brave New Wine, an adventure in wine by wife



WHAT'S ON DOWN SOUTH? 2022 WCP CIVIL BLOOM FESTIVAL. SEE EVENTS HERE...

Mostert and Andries Mostert. They seek out tiny volumes of high-quality fruit from vineyards in the Great Southern Wine region of WA and are known for their lo-fi / minimal intervention approach to turning grapes into delicious wine. Or there's the Great Southern Distillery Limeburners who make Single Malt Whisky and have been awarded Best International Craft Whisky in the World. Twice. That says it all really. Just a glimpse of what is on offer in the region.

### CALLING ALL FLOWER AND GARDENING ENTHUSIASTS

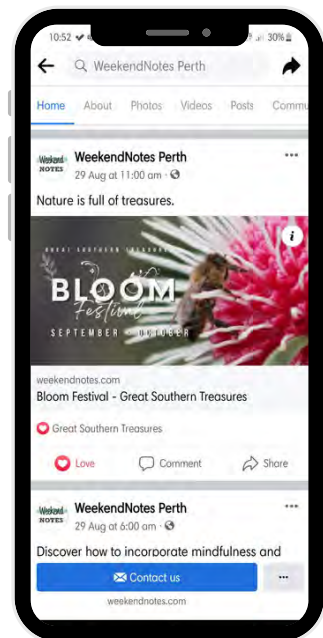
The 2022 WCP Civil Bloom Festival is here and will take place over a whole month during spring when the wildflowers are blooming throughout the Great Southern Treasures region. It's your opportunity to see more than 4000 species of flowering plants, 80 per cent of which grow nowhere else, like the Queen of Sheba Orchid, Black Kangaroo Paw and Native Wisteria. You can also enjoy the plethora of events and activities as part of the festival.



Black kangaroo paw. Credit: Getty Images.

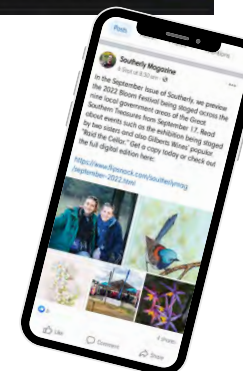
### SPRING PICNIC SPOTS

Picnics are a delight, especially along the rainbow coast. And the Great Southern Treasures is full of spots to enjoy a picnic with a loved one or solo with a book: Picnics are a delight, especially along the rainbow coast. And the Great Southern Treasures is full of spots to enjoy a picnic with a loved one or solo with a book: Bremer Bay is an amazing coastal location



WEEKEND NOTES PERTH  
ONE OF OUR HIGHEST  
WEBSITE REFERRAL SOURCES

ALBANY ADVERTISER ONLINE



GOOGLE ADS BY  
AUSTRALIA'S SOUTH WEST



EDM'S BY  
AUSTRALIA'S SOUTH WEST



2022 WCP CIVIL BLOOM FESTIVAL LAUNCH EVENT  
17 September 4pm-7pm at Plantagenet Wines, Mt Barker  
Presented by Great Southern Treasures, Rio Tinto and Plantagenet Wines

What better way to begin spring than with nature's blooms, live entertainment and a festival month FULL of events and activities?

Plan your road trip to the Great Southern this spring. With the launch of the WCP Civil Bloom Festival this September 17 and over 50 events to choose from, as well as the exotic wildflowers and stunning landscapes, it's a prime time to travel to the region. Plus - this year's festival continues through to the end of October, giving you more time to experience the vibrant wildflower season.

This year's Festival is also supported by Tourism WA, Great Southern Development Commission, Lotterieswest, BGA Great Southern & Shelley Payne MLC. To see what's on visit [www.greatsoutherntreasures.com.au/bloom](http://www.greatsoutherntreasures.com.au/bloom)



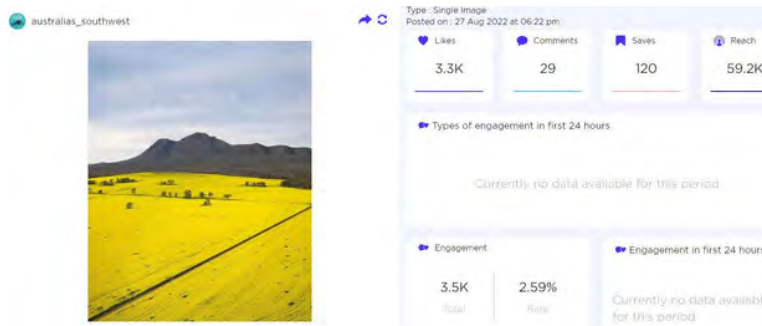


### Top Posts/Pages

1.	Bloom Festival - Great Southern Treasures	7,416
2.	Great Southern Treasures - Home	1,178
3.	Festivals & Events - Great Southern Treasures	598
4.	Attractions - Great Southern Treasures	463
5.	Bloom Program - Great Southern Treasures	439
6.	Frankland River - Great Southern Treasures	328
7.	You searched for - Great Southern Treasures	304
8.	Wildflowers - Great Southern Treasures	304
9.	About - Great Southern Treasures	256
10.	Katanning - Great Southern Treasures	230



See more  
here



### Page Overview

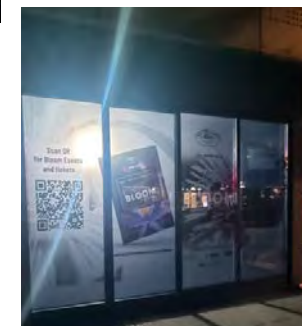
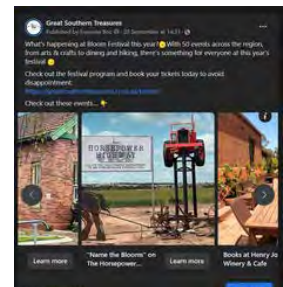
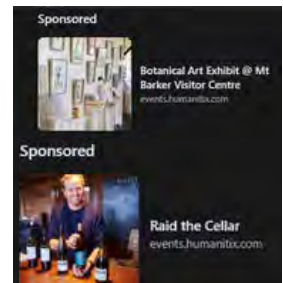
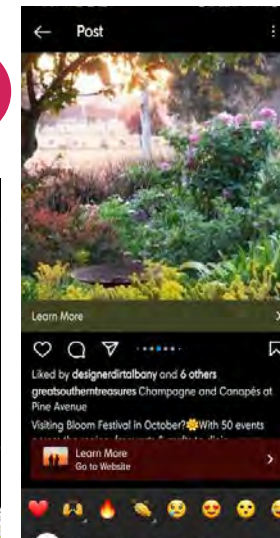
Last 28 days

#### Discovery

Post Reach	183450
New Page Followers	225
Page Visits	1462

#### Interactions

Post Engagement	27393 +1.6K%
Reactions	2273 +441%
Comments	151 +459%
Shares	264 +843%
Link Clicks	9182 +4.8K%
Photo Views	237 +239%
Video Clicks	2285 +459%



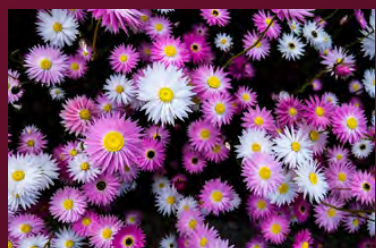
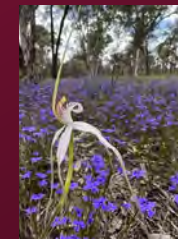
Copies of all  
material from  
2022 Bloom  
Festival here





Event snaps









LAUNCH EVENT PHOTOS HERE



FINALE EVENT PHOTOS HERE



GREAT SOUTHERN FOOD & WINE  
EXPERIENCE EVENT IMAGES HERE

# EVENT SNAPS





“

“THANKS AGAIN FOR THE OPPORTUNITY TO BE PART OF THE 2022 BLOOM FESTIVAL, WE WERE VERY PLEASED WITH HOW SUCCESSFUL OUR EVENT WAS & LOOK FORWARD TO NEXT YEAR ”

- Troy, Bremer Bay CRC

“

THE FESTIVAL OFFERED A VARIETY OF EVENTS WHICH WERE ENJOYED BY VISITORS TRAVELLING A LONG DISTANCE TO ATTEND. WELL DONE!

-Feedback survey response

BOOKS LOOKED GREAT AND THERE WERE MANY VISITORS AROUND

-Feedback survey response

FROM PLACES I HAVE VISITED, EVENTS HAVE ALL BEEN VERY WELL ATTENDED

-Chris Pavlovich, Shire President - Plantagenet





“

FANTASTIC WANDER THROUGH BROOMEHILL  
TODAY, SO MANY ORCHIDS. THANKS!

Yvonne, Facebook

THANK YOU SO MUCH FOR  
YOUR HARD WORK!

Feedback survey response - Yongernow

FACEBOOK WORKED WELL!

Feedback survey response

”

I CAN HIGHLY  
RECOMMEND THIS WALK  
AND CAMPING AREA,  
FABULOUS ORCHIDS

Jan - Facebook (Mt Trio Guided Wildflower  
Orchid Walk)





**WCP Civil**

# BLOOM

*Festival*

**EVENT REPORT**

17 September – 23 October, 2022

[greatsoutherntreasures.com.au/bloom](https://greatsoutherntreasures.com.au/bloom)

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## 1. PREAMBLE

2022 WCP Civil Bloom Festival was a great success, with over 50 events/activities held across the Great Southern Treasures region catering for a variety of visitors.

After the hesitancy generated by the first lot of Covid outbreaks in Western Australia it was great to see restrictions removed before the Bloom Festival started so events were able to go ahead without any specific concerns.

The Festival organisation begun in late June with the Great Southern Treasures Coordinator (MILC) seeking and managing all areas including sponsorship & general festival planning after initial direction and support from team members at Australia's South West. The team's support and advice were vital during first stages for MILC, having not managed this project or anything like it previously. Support providing contacts for potential sponsors as well as assistance with first grant applications was invaluable to overall performance.

After previous engagement throughout the year to potential event holders, this was eventually handed over to Live Events once procedures were able to move forward following confirmation from previous year's event management company. From here on, Live Events managed the events and liaised with all event holders. Many new systems were put in place as well as others improved for the future.

Sponsorship continued to come in up until the day before the launch event. All government submissions for grants were accepted except 1, being Healthway due to lead time being way past requirement of 4 months. This year was very successful with corporate sponsorship, having started a new relationship with WCP Civil as major naming rights sponsor, who have also recently agreed to stay on as major sponsor for a further 2 years.

The key changes included:

- Being pro-active in building relationships with event holders throughout the year to ensure event numbers grew
- Setting up the GST Bloom Festival's webpage as the main point of information for traffic for all event bookings
- Setting up the Bloom Festival Humanitix account for event bookings so purchases remained inhouse
- Event registration fee continued (from \$50 - \$150)
- Ensuring liability insurances were held for each event holder
- Continuing to improve and monitor data collection for visitation tracking and event attendees
- Corporate sponsorship outweighed government sponsorship.
- New valuable relationships developed.

## 2. OVERVIEW

The results of 2022 Bloom Festival showed great improvement from the previous year with strong potential 2023 can be even better after all learnings and feedback are put in place.

### Key points

- Live Events appointed as an external event coordinator
- Number of events doubled from 2021 with a wider variety catering for all ages
- Financial outcomes were balanced with a neutral budget

- ABC Photo competition contributed to further exposure and engagement with over 200 entries
- The passport trail was not used this year - this will be further developed next year
- Process set up last year for data collection of visitation and economic impact will continue to be refined

### 3. HIGHLIGHTS

- 53 events/activities were booked in 2022 – which is more than double 2021.
- 26 of the events were FREE to attend
- Welcomed new sponsors WCP Civil, Shelley Payne MLC, Rio Tinto
- The Glenlossie Long Table Luncheon raised over \$10,000
- Of the events held, 46 were new to the festival
- A huge increase in media exposure leading to over 29,000 visitors to the Bloom webpage
- Our social media reach was over 312,000 which is an increase of 913%. With over 800,000 impressions
- The economic impact from the festival is estimated at \$1,987,025.

### 4. TESTIMONIALS

#### *From our Event Holders...*

“Thanks again for the opportunity to be part of the 2022 Bloom Festival, we were very pleased with how successful our event was” – Troy, Bremer Bay CRC

#### *From our visitors ...*

Fantastic wander through Broomehill today, so many orchids. Thanks! – Yvonne, Facebook

I can highly recommend this walk and camping area, fabulous orchids – Jan, Facebook (Mt Trio Guided Wildflower-Orchid Walk)

### 5. ATTENDANCE, RESEARCH & DEMOGRAPHICS

A total of 11,298 people were recorded attending **paid** events in the Bloom Festival Program in 2022 from ticket sales.

The attendance of visitors at FREE events can be assumed to be **a lot** greater but are not claimed as part of these figures due to not being reliably measured. (u/m)

*\* Please note the yellow highlighted events data is yet to be received, so will be added to totals at a later date.*

*Events Attendance Breakdown:*

Date	Event Name	Huma nitix	Booked Direct	Total Tickets Booked	Price	Total \$ Sales	2021 Attendance Comparison
17 Sep -16 Oct	"Name the Blooms" on The Horsepower Highway	16	u/m	16	FREE	0	New
16 Sep & 2 Oct	A Walk on the Wild Side!	5	15	20	FREE	0	
17 Sep -22 Oct	ABC Bloom Photo Comp	0	222	222	FREE	0	
24 Sept - 2 Oct	Art in the Porongurup: 20th Birthday Sculpture Exhibition	2	900	902	FREE	0	New
17-Sep	Bloom Festival Launch Event - Plantagenet Wines	5	50	55	FREE	0	
4-Oct	Bloom Pet Creations	7	8	15	FREE	0	New
3-7 Oct	Bloom Solo Exhibition by Allyssa Petrofes	0	25	25	FREE	0	New
2-Oct	Bloom Solo Exhibition by Allyssa Petrofes Opening Night	0	53	53	FREE	0	New
27-Sep	Bloom Story Time	2	12	14	FREE	0	5
7-Oct	Blooming Creations – <b>SOLD OUT</b>	22	0	22	45	\$990	New
8-Oct	Bluff Knoll Hiking Experience – <b>SOLD OUT</b>	0	12	12	79	\$948	New
17 Sep -16 Oct	<b>Books at Henry Jones Winery &amp; Cafe</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>FREE</b>	<b>0</b>	
29-Oct	Champagne and Canapes at Pine Avenue	12	48	60	50	\$3000	New
3-Sep	Country Music Night	2	100	102	FREE	0	New
21-Oct	Create Your Own Unique Natural Australian Wreath – <b>SOLD OUT</b>	2	8	10	100	\$1000	New
17 Sep-16 Oct	Digital Display of Orchid Photography & Herbarium	3	2250	2253	FREE	0	New
30-Sep	Djilba Blooms in Banjelungup: Light Long Table Lunch & Wildflower Walk – <b>SOLD OUT</b>	41	0	41	30	\$1230	New
1-Oct	Family Movie Night	0	30	30	FREE	0	New
17-Sep	Feast in the Fitz with Fervor	0	120	120	175	\$21,000	New
17 Sep-16 Oct	Gilberts Bloom Festival Picnic Box	1	0	1	85	\$85	4
29-Oct	Glenlossie Long Table Luncheon – <b>SOLD OUT</b>	0	120	120	160	\$19,200	New
29-Sep	Gorgeous Gum Trees	<b>3</b>	<b>N/A</b>	<b>3</b>	<b>FREE</b>	<b>0</b>	New
9-Oct	Great Southern Food and Wine Experience – <b>SOLD OUT</b>	0	31	31	110	\$3410	New
22,29 Sep, 6 Oct	Guided Tour of Malleefowl Centre	0	7	7	12	\$84	New
12-Oct	Hike Wine & Dine	4	1	5	133	\$665	New
17-Sep	Historical Elverd Cottage	5	19	24	20	\$480	New

15-Oct	Katanning Farmers Markets	0	250	250	FREE	0	New
29-30 Oct	Kojonup Open Gardens	193	800	993	10	\$9930	New
17Sep-16Oct	Mt Barker Visitor Centre Botanical Art Exhibit	4	1250	1254	FREE	0	New
1 Sep -16 Oct	Mt Trio Guided Wildflower - Orchid Walks	18	N/A	18	17-40	\$790	163
2-Oct	Mural painting and museum tours	0	N/A	0	FREE	0	New
8-Oct	Nowanup Guided Day Tour	9	0	9	160	0	New
19 Sep -2 Oct	Ongerup Wildflower Show	0	250	250	5	\$1250	318
24-Sep	Our Wetlands & Wildflowers	3	162	165	FREE	0	New
15-Oct	Platinum Jubilee Tree Planting	0	600	600	7	\$4200	New
25-Sep	Porongurup Market Fair		N/A		FREE	0	
8-Oct	Porongurup Twin Peaks Hike	0	0		0	0	New
15 & 16 Oct	Raid the Cellar	18	4	22	45	\$990	44
12-24 Sep	Ravensthorpe Wildflower Show & Spring Festival	0	2725	2725	7	\$19075	New
16-17 Sep	Songlines & the Fitz	0	120	120	5	\$600	New
23-Oct	Spring has Sprung – Bloom Finale Event	51	150	201	FREE	0	New
23-Sep	Spring Roller Disco	0	75	75	4.5	\$337.5	New
24-Sep	Spring Swap Meet	0	40	40	FREE	0	New
14-Oct	Stirling Range Sunrise and Sunset Soiree – SOLD OUT	0	6	6	795	\$4770	New
17 Sep - Oct	Storm Water an Un Tapped Resource	0	N/A	0	FREE	0	New
17 Sep - 6 Oct	Strike Me Pink Nursery	3	32	35	FREE	0	New
17-Sep	Sustainable Fair Day	0	500	500	FREE	0	New
18-Sep	Tambellup Wildflower Orienteering	19	0	19	\$15	\$285	24
8-Oct	The Kendenup Town Hall Markets - October SpringFest	0	N/A	0	0	0	150
24-Sep	The Midway Markets - School Holiday SpringFest	1	N/A	1	0	0	New
11-Sep	The work of Genevieve Milnes	9	N/A	9	15	\$135	New
17 Sep -16 Oct	Two Sister's Art	8	N/A	8	FREE	0	New
29-Sep	Wildflowers & Birds Bus Tour	2		2	20	\$40	New
17 Sep -16 Oct	Yarn Art In The Park	0	N/A	0	FREE	0	New
TOTAL Tickets booked & total sales		485	10,813	11,298		\$94,644	

### Demographics from ticket purchase data:

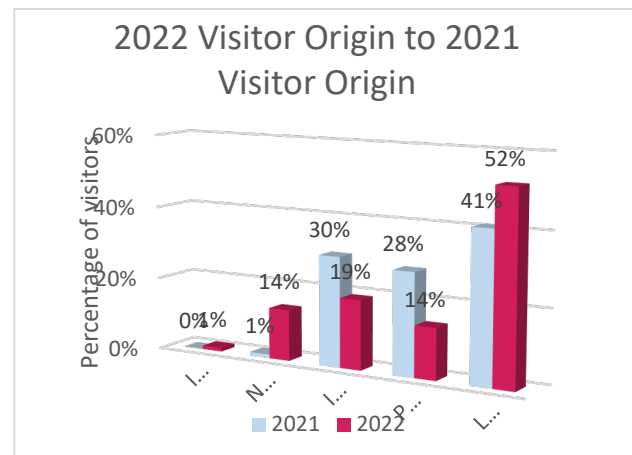
<b>Average Age of Attendees:</b>	Under 18 years	17%
	18-40 years	16%
	40-60 years	16%
	Over 60 years	51%

## 6. ATTENDANCE BREAKDOWN

11,298 people were recorded attending Bloom events throughout the 2022 Festival. (This includes only paid events – we can assume attendance numbers were significantly higher due to all of the free events that did not require ticket purchase to attend, which is how these numbers were gathered.) 8,333 people were recorded attending Bloom events in the Great Southern Treasures Region.

The below data outlines which part of WA visitors came from and their expenditure based off the Tourism WA website combined with our event data.

<https://www.tourism.wa.gov.au/Markets-and-research/Latest-tourism-statistics/Pages/Visitor-statistics.aspx#/>



## 7. ECONOMIC IMPACT

The below figures are encouraging knowing the total events were 53 compared to 25 events in 2021. The average ticket purchase cost was \$28.01 across the 24 events that charged a fee.

ITEM	2022	2021
Total Recorded Event Attendees	11,298	4,937
Total Recorded Event Attendees minus Ravensthorpe event attendees	8,333	4,937
Event pre-sale tickets through Humanitix (ticketing platform)	\$7,877.00	\$9,366.00
Other Ticket Sales	\$86,767.00	\$8,769.00
<b>TOTAL BOOKINGS RECEIVED: inc GST</b>	<b>\$94,644.00</b>	<b>\$18,135.00</b>
<b>TOTAL LESS RAVENSTHORPE DATA</b>	<b>\$53,969.00</b>	<b>\$18,135.00</b>
	1927 tickets from paid events at an average ticket cost of \$28.01	815 booked ticketed events at an average ticket cost of \$22.14



*\*The below expenditure does not include Ravensthorpe inclusions as they are outside of the GST region.*

Direct Expenditure Summary: Ex GST		2022	2021
Visitor Expenditure	Outside Visitors to the region	3999	1727
	Average Length of Stay	2	2.65
	Average expenditure per day	\$240	\$140
	Visitor Onsite Expenditure (3999 x 2 x \$240)	\$1,919,520	\$640,717
	Visitor expenditure on ticketed events	\$53,969	\$18,135
	<b>TOTAL Visitor Expenditure</b>	<b>\$1,973,489</b>	<b>\$640,717</b>
Inflows to region			
Inflows	Corporate Sponsorship/Other	\$34,818.19	\$2,000
	Government Sponsorship	\$34,500	\$53,350
	Other Income, advertising/event holders	\$3,604	
	<b>Total Inflows to the region</b>	<b>\$72,922.19</b>	<b>\$55,350</b>
Outflows to region			
Outflows	Marketing & Advertising	\$32,949	\$20,663
	Production	\$160	\$3,485
	Administration & Coordination	\$26,631	\$22,868
	<b>TOTAL Outflows from the region</b>	<b>\$59,740</b>	<b>\$46,016</b>
	<b>TOTAL Direct Expenditure to the region</b>	<b>\$1,987,025</b>	<b>\$668,186</b>

## 8. FINANCIAL OVERVIEW

The event ran at a neutral cost in 2022.

The turnover was \$72,922 which is significantly higher to last year's festival.

The result was pleasing as the planning required many financial sacrifices to be juggled until very late in the process with the support of sponsors acknowledged as critical in the outcome.

### *Future Management:*

- With a longer term for planning and a year behind the current organisers, the outcomes for 2022 can be better managed.
- The funds being auspiced through Australia's South West provided a sound and necessary backing for grants and transparency in dealings.
- Insurances held by Australia's South West was also a benefit for GST and the festival having saved on costs of external insurance broker.

## 9. EVENTS & DEVELOPMENT

53 events or activities were secured for the 2022 Bloom festival which was more than predicted. Of the events held, 46 were new to the Festival which very clearly says the communities are still behind the Bloom Festival and they want to be involved.

## 10. FINAL EVENT PROGRAM

Date	Event
1 Sep -16 Oct	Mt Trio Guided Wildflower - Orchid Walks
3-Sep	Country Music Night
11-Sep	The work of Genevieve Milnes
12-24 Sep	Ravensthorpe Wildflower Show & Spring Festival
15 - 16 Oct	Raid the Cellar
16 Sep & 2 Oct	A Walk on the Wild Side!
16-17 Sep	Songlines & the Fitz
17 Sep - 14 Oct	Two Sister's Art
17 Sep - 16 Oct	Guided Tour of the Malleefowl Centre
17 Sep - 16 Oct	Gilberts Bloom Festival Picnic Box
17 Sep - 16 Oct	"Name the Blooms" on The Horsepower Highway
17 Sep - 16 Oct	Books at Henry Jones Winery & Cafe
17 Sep - 16 Oct	Digital Display of Orchid Photography & Herbarium
17 Sep - 16 Oct	Mt Barker Visitor Centre & Botanical Art Exhibit
17 Sep - 16 Oct	Strike Me Pink Nursery
17 Sep - 16 Oct	Storm Water an Un Tapped Resource
17 Sep - 16 Oct	Yarn Art In The Park
17 Sep - 22 Oct	ABC Bloom Photo Comp
17-Sep	Feast in the Fitz with Fervor
17-Sep	Historical Elverd Cottage
17-Sep	Sustainable Fair Day
17-Sep	Bloom Festival Launch Event - Plantagenet Wines
18-Sep	Tambellup Wildflower Orienteering
19 Sep - 2 Oct	Ongerup Wildflower Show
23-Sep	Spring Roller Disco
24 Sept - 2nd Oct	Art in the Porongurup: 20th Birthday Sculpture Exhibition
24-Sep	Our Wetlands & Wildflowers
24-Sep	Spring Swap Meet
25-Sep	Porongurup Market Fair
27-Sep	Bloom Story Time
29-Sep	Gorgeous Gum Trees
30-Sep	Djilba Blooms in Banjelungup: Light Long Table Lunch & Wildflower Walk
1-Oct	Family Movie Night
2-Oct	Bloom Solo Exhibition by Allyssa Petrofes Opening Night
2-Oct	Mural painting and museum tours
3 - 7 Oct	Bloom Solo Exhibition by Allyssa Petrofes
4-Oct	Bloom Pet Creations
7-Oct	Blooming Creations
8-Oct	Bluff Knoll Hiking Experience

9-Oct	Great Southern Food and Wine Experience
12-Oct	Hike Wine & Dine
14-Oct	Stirling Range Sunrise and Sunset Soiree
15-Oct	Platinum Jubilee Tree Planting
15-Oct	Katanning Farmers Markets
21-Oct	Create Your Own Unique Natural Australian Wreath
23-Oct	Spring has Sprung
29-Oct	Champagne and Canapes at Pine Avenue
29-Oct	Glenlossie Long Table Luncheon
29 - 30 Oct	Kojonup Open Gardens

## 11. DIGNITARY SUPPORT

Launch event was attended by:

Hon Jane Kelsbie MLA Representing **Minister MacTiernan**,  
 Natasha Monks CEO & Jarrad Gairdner Deputy CEO - **Great Southern Development Commission**,  
 President of **Regional Development Great Southern**  
 Hon Shelley Payne MLC, **Representing Minister for Tourism, Rick Wilson, MP**  
 Catrin Allsop, CEO - **Australia's South West**  
 Veronica Fleay, Chairperson – **Great Southern Treasures**  
 Chris Pavlovich, Shire President – **Shire of Plantagenet**

## 12. GENERAL SUPPORT FOR EVENT HOLDERS

Live Events provide a range of services to event holders to assist planning and development of their events. This includes:

- Humanitix Ticketing Platform details form, set-up and check in / sales tracking instructions.
- Event Planning & Checklists
- Email and Phone support

Live Events suggests more engagement next year in the lead up for Shires/Event Holders deciding on doing an event. This will help build relationships with event holders and we believe help ensure the whole Festival runs more smoothly.

## 13. TICKETING

- Event Holder Booking System, Humanitix, was provided free of charge
- Event listings were created for the event holders
- Event Incident Report example was provided to event holders
- Phone and email support provided throughout by both Live Events and Humanitix
- All payments from Humanitix were made direct to the event holders to save time and administration.
- Further advertising support was provided for all event holders.

The contract with Humanitix (an Australian company) as the preferred ticketing platform is working well. The program provides a terrific support network for all users.

- The ticketing is an integrated interface with our website with ease of access.
- All event holders have direct access to attendees with everything down to dietary needs included.
- They also have direct access to the funds for their events.
- The booking fee is 2% of the ticket value plus \$1.20 per ticket which is on the low side of general ticketing costs.
- Refunds that are necessary are all managed through Humanitix which alleviates issues for event holders.
- Discount codes are available for complimentary or discounted tickets.

## 14. EVENT PROGRAM

The event program was designed and created in-house as an A5 format over 44 pages.

4,000 copies were printed and distributed throughout Visitor Centres in Perth and all through the South West.

The release of the official printed program was at the beginning of September. Timing is preferred for the beginning of August each year dependent on all information being received, with the developing program on the website from June each year.

Using online media including website, and social media as a major hub for information leading up to the event with the website being the centre platform for ticketing and information.

## 15. SPONSORSHIP & SPONSOR SUPPORT

After reaching out to many organizations and businesses, I was successful in securing sponsorship from the below, which included multiple new partnerships and their first time supporting Bloom.

The total input by sponsors excluding the contra and in-kind support amounted to \$69,318.

The following organisations contributed to the cost of the event through both cash and in-kind support:

- |                                                            |                            |
|------------------------------------------------------------|----------------------------|
| • Tourism Western Australia's Regional Event Program (RES) | • Southern Ports           |
| • WCP Civil                                                | • Shelley Payne MLC        |
| • Great Southern Development Commission                    | • Plantagenet Wines        |
| • Regional Development Australia Great Southern            | • Dome Cafe Katanning      |
| • Lotterywest                                              | • ABC Radio Great Southern |
| • Road Safety Commission                                   | • Genevieve Milnes Artist  |
| • Rio Tinto                                                | • Triple M Radio Albany    |
|                                                            | • Great Southern Treasures |
|                                                            | • Australia's South West   |

### *Specific Delivery*

- Major sponsors were provided name and logo recognition across the website, media and events were relevant.
- Each sponsor also received an ad placed in the event program.
- Banners and other signage provided were displayed at the launch event and finale event

- The road safety message was promoted online via the GST website, social media and a large road side banner at the major events.

## 16. COMMUNITY AND BUSINESS SUPPORT

The importance of Bloom Festival as an economic driver needs to be further promoted to the general community through the Shires, CRC's and Tourist Centre's.

It was great to see the community support at the finale event at Kodja Place and the many community events that Katanning Shire hosted.

## 17. COMMUNITY ENGAGEMENT

This year we had a short timeline to plan the Festival which meant it wasn't possible to have as great community engagement, however, throughout the year I was in contact with numerous businesses regarding the festival to get the interest and tentative bookings for a lot of the first timers. Throughout the festival engagement was high to also provide a range of services including but not limited to; equipment and furniture hire, signage and production, transport, media, photography, accommodation, venues, trades, entertainers and consumables.

In 2023 we would like to start community engagement at the start of the year to ensure we have more people involved and sharing ideas, thoughts, suggestions and that the community fully understand everything we are doing, and we answer any questions they may have as well as provide some guidance earlier on.

## 18. FESTIVAL ISSUES

Event Holders feedback

- Include road signage for all event holders (which we now have and used for the finale events)
- Printed Program out earlier, ideally the start of August
- Change the program to be in location order so it's easier to find what's on in the town guests are visiting

Our feedback and ideas:

- All of the above will to put in place with longer time frame which we will have next year.
- We would like to meet with all Shires to discuss the events that worked really well and what didn't
- Better process for event holders to track visitor data
- More competitions when promoting events. Including ticket give aways and treasure hunts
- Looking at the possibility of Live Events doing extra events if Shires don't want to host themselves
- Would like the region to work together a bit more and cross promote with package deals encouraging people to attend multiple events across towns
- More engagement sessions with CRC's and event holders within the region to explain the importance of the information we are asking for to promote their events and the timing it be provided to us being crucial to having everything else be completed within certain timeframes. And the importance of cooperation
- Event holders to send through photos and stats on their event as soon as it has taken place – this allows me to re-evaluate the current advertising and targeting if necessary, as the festival progresses. If numbers or awareness is lacking in some areas, I can retarget where necessary to ensure we get the visitation



- Recommend the GST look into putting on a contractor to do sponsorship applications some time early in 2023. While I have secured WCP for another 2 years, there are still a lot of funding submissions to be done. This would otherwise require more hours from MILC to complete without letting other areas go unattended. Previously the festival was delivered with up to 4 other staff. This year required a lot of extra and overtime hours from MILC.
- I am confident in the learnings from this year that moving forward, the festival will continue to grow bigger and better each year.

## 19. EVENT MANAGEMENT

Great Southern Treasures Marketing & Industry Liaison Coordinator managed the Festival overall, by way of seeking and securing all festival sponsorship, securing many new event holders, planning the festivals general structure, design, marketing and advertising campaigns, website structure redevelopment, and everything in between including managing the event coordinator contractor. The contractor - Live Events have more than 15 years' experience in promoting, managing and staging events in Australia. Together the obligations and milestones set for 2022 included:

- Showcase the Great Southern Treasures Region as a must visit tourism destination
- Create events and activities attractive to a broader audience
- Increase visitation with increased economic activity and visitor spending
- Bring communities together to hold and attend events
- Help create wildflower awareness in the Great Southern Treasures region
- Help Increase local and state engagement and support/sponsorship for the event – both in-kind and financial
- Deliver an economic impact to the region which can be measured and increased each year
- Build media awareness of the region

## 20. FUTURE DIRECTION

### *Proposed Future Timing:*

**2023 23 September – 22 October (School Holidays: 23 September – 8 October)**

**2024 21 September – 20 October (School Holidays: 21 September – 6 October)**

1. Review the 2022 program booklet to include calendar in front & make better use of treasure trail map
2. Major sponsor WCP has agreed to remain on for another 2 consecutive years as naming rights sponsor.
3. Develop a similar program, with an increase of events/activities to 60.
4. Include more 'street festival' style events, possibly for the opening event – which suggest to NOT promote so much as a 'Launch' but just the 'beginning' of more to come
5. Continue the event holder fees and better outline what the fee includes and what they receive in return
6. Possibly contract the event coordinator to host more events throughout the program.
7. Look into have a Market coordinator to manage the festival style markets throughout the festival
8. More community engagement in early 2023 and information sessions to support event holders and educate those who could benefit from further support

## 21. MEDIA – FREE PRESS STORIES OR CONTRIBUTIONS

ABC Great Southern  
Albany Advertiser  
Australia's South West  
Have A Go News  
Perth Now  
GoldMX Radio  
Tiple M Albany  
So Perth  
Southerly Magazine  
The Extra

The West Australian  
Caravanning Australia magazine  
The Sunday Times  
**Online events calendar listings**  
Australian Tourism Data Warehouse,  
Australia's South West  
Event Finda  
So Perth  
Tourism WA.

## 22. ONLINE PUBLICITY – FREE

Weekend Notes  
Common Times National Event Feed  
Region Shire websites  
Great Southern Treasures website  
Australia's South West website  
GSDC Website and social media  
Albany Locals website  
All Festivals  
Perth Now

Wildflower Society of WA  
All events  
Amazingalbany.com.au  
Food and Wine Events  
Great Southern Herald  
Our Parks.org.au  
Southerly Magazine  
RV Friendly.cmca.net.au

[Link to copies of online publicity](#)

[Links to local radio files](#)

[Links to printed press publications](#)

## 23. PRODUCTION SUMMARY

Production Included:

Event Program x 4,000 copies

Banners Pull Up x 2

Large vinyl banners x 2

Road Signs x 12

# Best Practice Governance Review

## Consultation Paper – Model Options

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# Best Practice Governance Review

## 1. Introduction



# Introduction

## Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

Other drivers for the review included: misalignment between key governance documents; constitution amendments for State Councillors' Candidature for State and Federal elections; and legislative reforms for the *Local Government Act 1995*, and for the *Industrial Relations Act 1979*.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: **Representative, Responsive and Results Oriented**.

These activities are outlined in more detail in the Background Paper.

## This document

This document outlines:

**Principles:** The governance model principles and principle components across the domains of: Representative, Responsive and Results Oriented. The principles were endorsed at the WALGA AGM on 3 October 2022.

**Governance model options:** Presents four potential governance model options and the structure and roles associated with each option. The four options are:

- **Option 1:** Two tier model, existing zones
- **Option 2:** Board, regional bodies
- **Option 3:** Board, amalgamated zones
- **Option 4:** Member elected board, regional groups
- **Option 5:** Current model

**Alignment to principles:** Each of these options are then assessed as to whether they align with the principles and their components. The assessment considers the option and whether it meets, partially meets or does not meet the principle component. Alongside this assessment are some discussion points. An example of this relates to diversity.

Diversity is a component of the governance model being representative. Diversity here may include consideration of whether the governance model comprises an appropriate diversity of skills and experience. It also provides opportunity to consider whether the governance model provides opportunity for members of diverse backgrounds e.g. people of Aboriginal and Torres Strait Islander descent, people with Culturally and Linguistically Diverse backgrounds.

Within all the model options, direct relationship with WALGA and regional / subregional collaboration would continue to be encouraged.



# Best Practice Governance Review

## 2. Governance Principles

# Governance Principles

The following Governance Principles were endorsed by members at the 2022 AGM

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
		Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.

# Best Practice Governance Review

## 3. Options and Current Model

# Options and Current Model




Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
<div data-bbox="83 420 162 495"></div> <div data-bbox="189 406 343 536"> <p><b>Board</b> (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="83 596 162 671"></div> <div data-bbox="189 586 343 706"> <p><b>Policy Council</b> (25 members) 24 members plus President</p> </div> <hr/> <div data-bbox="83 778 162 853"></div> <div data-bbox="189 778 314 861"> <p><b>Zones</b> (5 metro, 12 country)</p> </div>	<div data-bbox="426 420 506 495"></div> <div data-bbox="533 399 687 548"> <p><b>Board</b> (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="426 596 506 671"></div> <div data-bbox="533 591 643 704"> <p><b>Regional Bodies</b> (4 metro, 4 country)</p> </div> <hr/> <div data-bbox="426 778 506 853"></div> <div data-bbox="533 778 681 861"> <p><b>Policy Teams / Forums / Committees</b></p> </div>	<div data-bbox="782 428 861 503"></div> <div data-bbox="888 406 1043 538"> <p><b>Board</b> (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p> </div> <hr/> <div data-bbox="782 596 861 671"></div> <div data-bbox="888 603 1000 687"> <p><b>Zones</b> (6 metro, 6 country)</p> </div> <hr/> <div data-bbox="782 778 861 853"></div> <div data-bbox="888 778 1039 861"> <p><b>Policy Teams / Forums / Committees</b></p> </div>	<div data-bbox="1137 428 1217 503"></div> <div data-bbox="1244 406 1398 538"> <p><b>Board</b> (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="1137 596 1217 671"></div> <div data-bbox="1244 603 1394 685"> <p><b>Policy Teams / Forums / Committees</b></p> </div> <hr/> <div data-bbox="1137 778 1217 853"></div> <div data-bbox="1244 792 1344 846"> <p><b>Regional Groups</b></p> </div>	<div data-bbox="1491 428 1570 503"></div> <div data-bbox="1597 425 1752 518"> <p><b>State Council</b> (25 members) 24 State Councillors 1 President</p> </div> <hr/> <div data-bbox="1491 596 1570 671"></div> <div data-bbox="1597 591 1723 673"> <p><b>Zones</b> (5 metro, 12 country)</p> </div> <hr/> <div data-bbox="1491 778 1570 853"></div> <div data-bbox="1597 764 1748 846"> <p><b>Policy Teams / Forums / Committees</b></p> </div>



# Option 1 – Two Tier Model, Existing Zones




A description of the governance body structure and role for Option 1

Governance Body	Structure	Role
 <b>Board</b>	11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 <b>Policy Council</b>	24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).	Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.
 <b>Zones</b>	5 Metro, 12 Country.	Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.



# Option 2 – Board, Regional Bodies




A description of the governance body structure and role for Option 2

Governance Body	Structure	Role
 <b>Board</b>	11 members: 8 representative members elected from and by the Regional Bodies (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year responsible for governance of WALGA including strategy, financial oversight, policy development, advocacy priorities, employment of CEO, etc.
 <b>Regional Bodies</b>	Metro: North, South, East and Central. Country: Mining & Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals. <i>Note: Local Governments can nominate their preferred regional body, with membership of the regional bodies to be determined by the board.</i>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members (1 from each of the Metro Regional Bodies and 1 from each of the Country Regional Bodies).
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from the Board and Regional Bodies with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.



# Option 3 – Board, Amalgamated Zones




A description of the governance body structure and role for Option 3

Governance Body	Structure	Role
 <b>Board</b>	15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board. The Board will appoint up to 2 independent, skills or constituency directors.	Meet 6 times per year. Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 <b>Zones</b>	<p>Metro/Peel:</p> <ul style="list-style-type: none"><li>• Central Metropolitan</li><li>• East Metropolitan</li><li>• North Metropolitan</li><li>• South Metropolitan</li><li>• South East Metropolitan</li><li>• Peel</li></ul> <p>Country*:</p> <ul style="list-style-type: none"><li>• Wheatbelt South</li><li>• Wheatbelt North</li><li>• Mid West / Murchison / Gascoyne</li><li>• Pilbara / Kimberley</li><li>• South West / Great Southern</li><li>• Goldfields / Esperance</li></ul> <p><i>*indicative, re-drawing required</i></p>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from Board with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.



# Option 4 – Member Elected Board, Regional Groups




A description of the governance body structure and role for Option 4

Governance Body	Structure	Role
 <b>Board</b>	11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments). President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from Board with some independent members.	Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.
 <b>Regional Groups</b>	Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.	Feed into policy development processes and undertake advocacy and projects as determined by the groups.



# Option 5 – Current Model

A description of the governance body structure and roles for the Current Model

Governance Body	Structure	Role
 <b>State Council</b>	24 members plus the President. Members elected by and from the Zones (12 from 5 Metropolitan Zones, 12 from 12 Country Zones).	Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy, employment of CEO, etc.
 <b>Zones</b>	5 Metro, 12 Country.	Consider the State Council Agenda, elect State Councillors, and undertake regional advocacy / projects as directed by the Zone.
 <b>Policy Teams / Forums / Committees</b>	Membership drawn from State Council with some independent members.	Responsible for specific functions – such as contributing to policy development, financial oversight etc. – as determined by State Council.






# Best Practice Governance Review

## 4. Alignment to Principles

# Option 1 – Two Tier Model, Existing Zones

Option 1 and its alignment to the principles

## Option 1 – Two tier model, existing Zones

	<b>Board</b> (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents
	<b>Policy Council</b> (25 members) 24 members plus President
	<b>Zones</b> (5 metro, 12 country)




	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> </ul>
	Size	Meets	<ul style="list-style-type: none"> <li>Board is smaller</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board to be elected from Policy Council</li> </ul>
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on other governing body meetings</li> </ul>
	Agility	Partial	<ul style="list-style-type: none"> <li>Board is future-proofed from external changes</li> <li>Zone structures still underpin Council</li> </ul>
	Focus	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may be a challenge</li> </ul>
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	Continuous Improvement	Meets	<ul style="list-style-type: none"> <li>Board would be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>



# Option 2 – Board, Regional Bodies

Option 2 and its alignment to the principles

## Option 2 – Board, Regional Bodies

	<b>Board</b> (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents
	<b>Regional Bodies</b> (4 metro, 4 country)
	<b>Policy Teams / Forums / Committees</b>

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>How to establish regional body membership is a consideration</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> <li>Number of regional bodies is a consideration</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from regional bodies</li> </ul>
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on regional body meetings</li> </ul>
	Agility	Meets	<ul style="list-style-type: none"> <li>Board and regional bodies are future proofed from external changes</li> </ul>
	Focus	Partial	<ul style="list-style-type: none"> <li>There may be challenges defining accountabilities and responsibilities of regional bodies</li> </ul>
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	Continuous Improvement	Meets	<ul style="list-style-type: none"> <li>Board will be responsible for ongoing reviews of governing body roles in consultation with members</li> </ul>



# Option 3 – Board, Amalgamated Zones

Option 3 and its alignment to the principles

## Option 3 – Board, Amalgamated Zones

	<b>Board</b> (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents
	<b>Zones</b> (6 metro, 6 country)
	<b>Policy Teams / Forums / Committees</b>

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>There may be composition challenges for amalgamated zones</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> <li>Amalgamation of zones to 12 in total</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from zones</li> </ul>
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> <li>Board meetings are aligned to zone meetings</li> </ul>
	Agility	Meets	<ul style="list-style-type: none"> <li>Board is future proofed from external changes</li> </ul>
Results Oriented	Focus	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may be a challenge</li> </ul>
	Value Added Decision Making	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	Continuous Improvement	Meets	<ul style="list-style-type: none"> <li>The Board would be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>



# Option 4 – Member Elected Board, Regional Groups

Option 4 and its alignment to the principles

## Option 4 – Member elected Board, Regional Groups



**Board**  
(11 members)  
8 elected via direct  
election, incl. Board  
elected President  
Up to 3 independents



**Policy Teams**  
/ Forums /  
Committees



**Regional**  
Groups

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> <li>Board will have equal metropolitan and country membership</li> <li>Membership of regional groups dynamic and ad hoc</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>Board is smaller</li> </ul>
	Diversity	Meets	<ul style="list-style-type: none"> <li>Consideration of appointment processes for independent members</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>Board election from a general meeting</li> </ul>
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> <li>Board meetings are not dependent on policy teams / regional group meetings</li> </ul>
	Agility	Meets	<ul style="list-style-type: none"> <li>Board is future-proofed from external changes</li> </ul>
	Focus	Partial	<ul style="list-style-type: none"> <li>Policy teams / Regional Group meetings to influence priorities</li> </ul>
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> <li>Best practice board approaches will be adopted</li> </ul>
	Continuous Improvement	Meets	<ul style="list-style-type: none"> <li>Board would be responsible for ongoing reviews of governing body roles in consultation with members</li> </ul>



# Option 5 – Current Model

Current model and its alignment to the principles

## Option 5 – Current Model



State Council  
(25 members)  
24 State Councillors  
1 President



Zones  
(5 metro,  
12 country)



Policy Teams  
/ Forums /  
Committees

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> <li>State Council has equal metropolitan and country membership</li> </ul>
	Size	Partial	<ul style="list-style-type: none"> <li>State Council will retain 25 members</li> </ul>
	Diversity	Partial	<ul style="list-style-type: none"> <li>No control of diversity of State Council</li> </ul>
	Election Process	Meets	<ul style="list-style-type: none"> <li>State Council election from zones</li> </ul>
Responsive	Timely Decision Making	Partial	<ul style="list-style-type: none"> <li>Meeting frequency aligned to governing body roles</li> </ul>
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> <li>State Council meetings are aligned to zone meetings</li> </ul>
	Agility	Partial	<ul style="list-style-type: none"> <li>State Council is not future proofed from external changes</li> </ul>
	Focus	Partial	<ul style="list-style-type: none"> <li>Prioritisation and focus may remain a challenge</li> </ul>
Results Oriented	Value Added Decision Making	Partial	<ul style="list-style-type: none"> <li>Best practice board approaches will not be adopted</li> </ul>
	Continuous Improvement	Meets	<ul style="list-style-type: none"> <li>State Council would continue to be responsible for ongoing reviews of governance body roles in consultation with members</li> </ul>





# Best Practice Governance Review

## 5. Consultation Process and Next Steps

# WALGA Best Practice Governance Review

## Consultation Process and Next Steps

### Consultation Process

#### Council Position

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

It is suggested that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by **23 December 2022**.

#### Supplementary Market Research

An independent market research company has been engaged to ascertain insights from Elected Members and Chief Executive Officers about WALGA's governance model. Qualitative interviews and a quantitative survey will be undertaken to supplement Council positions.

#### Workshops and Forums

Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

### Next Steps

#### Timetable

- Consultation and engagement with Members on this paper and governance model options will be undertaken from October 2022 until 23 December 2022.
- The Steering Committee will consider the outcomes of the consultation process during January 2023.
- A Final Report with a recommended direction will be the subject of a State Council Agenda item for the March 2023 State Council meeting.

# Thank you

For more information, visit our [website](#) or contact Tim Lane,  
Manager Association and Corporate Governance, at  
[tlane@walga.asn.au](mailto:tlane@walga.asn.au) or 9213 2029.

# Best Practice Governance Review

## Background Paper

# Contents

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2	Jurisdictional Analysis	<a href="#"><u>6</u></a>
3	Comparator Organisations	<a href="#"><u>9</u></a>
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# Best Practice Governance Review

## **1. Background, Approach and Timeline**



# Background and Approach

Background and approach that led to the development of the governance principles for the Best Practice Governance Review.

## Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review included:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments.
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to “deal with matters related to State Councillors’ Candidature for State and Federal elections”.
- Proposed legislative reforms to remove WALGA from being constituted under the *Local Government Act 1995* (WA).
- Constitutional requirements for WALGA to become a registered organisation under the *Industrial Relations Act 1979* (WA), which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission

In March 2022 State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. Steering Committee meetings 2 to 5 had a focus on the development of governance model principles.

## This document

This document presents the key insights from the jurisdictional and comparator organisation analysis that supported the development of the governance principles. The final section presents the endorsed governance principles.

**Jurisdictional Analysis** – This section compares WALGA to equivalent jurisdictional associations (e.g. LGASA). This provides key insights into the size and election processes of WALGA compared to equivalent associations.

**Comparator Organisations** – This section compares WALGA's governance arrangements to five comparator organisations that were agreed at the BPGR Steering Committee meeting 1. This provides key insights into the size, election processes and recent governance changes of these five comparator organisations.

**Governance Model Principles** – The governance model principles were developed through BPGR Steering Committee meetings 2 to 5. This provides a structure for understanding how the current governance model of WALGA and any future governance model aligns to these principles.

The following slide outlines the timeline of key events and meetings that formed part of the BPGR.



# Timeline

Timeline of key events with a focus on the BPGR Steering Committee meetings throughout May to August 2022

## WALGA Corporate Strategy 2020-25

In 2019, a five-year Corporate Strategy was developed and identified that a governance model was key to delivery of the strategy. 19 interviews and 2 workshops covering 20 Local and State Government leaders informed the strategy.

## Stakeholder Engagement Project, GRA Partners, 2021

45 responses received from Federal and State Government and Opposition.

## Commissioning of Best Practice Governance Review

In March 2022, WALGA commissioned PwC to support the BPGR Project.

## First BPGR Steering Committee meeting held

On 22 May 2022, the first meeting of the BPGR Steering Committee identified five comparator organisations for the Review.

## Third BPGR Steering Committee meeting held

On 28 June 2022, an options paper was reviewed.

## State Council updated

On 3 August 2022, an update on the BPGR was provided to State Council.

## Principles shared

In September 2022 agreement on the next steps for sharing the principles with Local Government members.

## 2019 Governance Review

A governance review was undertaken in 2019 that led to numerous process changes.

## WALGA Stakeholder Engagement Project, Marketforce 2021

105 survey responses and 42 interviews were facilitated across 95 Local Governments.

## State Council Performance Assessment, 2020

17 survey responses and comments received from State Councillors.

## Second BPGR Steering Committee meeting held

On 8 June 2022, the initial draft of comparator organisations was presented and assessment criteria was identified.

## Fourth BPGR Steering Committee meeting held

On 18 July 2022, core principles were decided to guide the BPGR.

## Fifth BPGR Steering Committee meeting held

On 10 August 2022, core principles for the BPGR were finalised.



# Best Practice Governance Review

## 2. Jurisdictional Analysis

# Analysis: Jurisdictional equivalents to WALGA

Jurisdictional equivalents of WALGA have been analysed according to their size and election methods.

## Background

Prior to the BPGR Project commencing in March 2022, work was undertaken to understand governance arrangements in other jurisdictions. The focus of this work was on associations from other Australian states, as well as New Zealand.

The full list of associations are:

- Local Government NSW (LGNSW)
- Municipal Association Victoria (MAV)
- Local Government Association of Tasmania (LGAT)
- Local Government Association of South Australia (LGASA)
- Local Government Association of Queensland (LGAQ)
- Local Government Association of Northern Territory (LGANT)
- Local Government Association of New Zealand (LGNZ)

The assessment of these associations focused on providing insights into the following domains:

- **Size of Board:** How many board members are there in comparison to the 25 WALGA board members?
- **Method of Election of President:** How is the President elected to the board?
- **Method of Election of Board Members:** How are board members elected?

## Key Insights

Key insights following the comparison of WALGA to equivalent associations are outlined below:

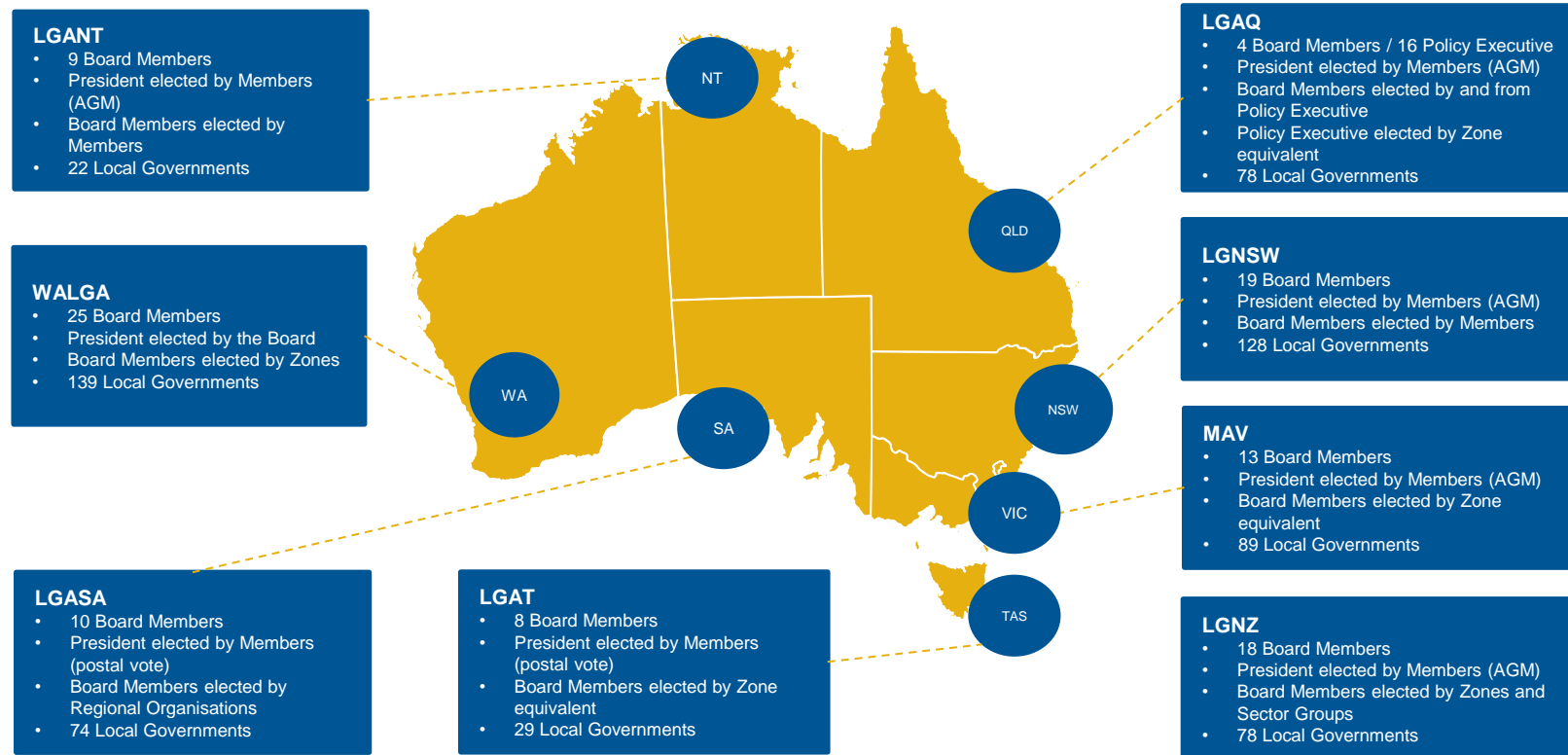
- **Size of Board** – while WALGA's board (State Council) contains the largest number of representatives, it can be seen that boards of Local Government Associations tend to be relatively large. The average board size (using Queensland's policy executive, not board) is 15.4.
- **Method of Election of President** – WALGA is an outlier: all other Presidents are elected directly by the membership. Perhaps this is a reflection of the prevalence of Council elected Mayors and Presidents in WA.
- **Method of Election of Board Members** – The majority of associations use regional groupings (equivalent to our Zones) to elect board members. The New Zealand hybrid model of electing representatives from geographic zones and sector groups (metro, provincial, rural, regional) is of interest.

The following slide presents this information for each of the seven associations.



# Summary: Jurisdictional equivalents to WALGA

Summary of jurisdictional analysis of WALGA equivalents in relation to their Board membership, election methods and number of Local Governments.



# Best Practice Governance Review

## **3. Comparator Organisations**



# Comparator organisations

Comparison of WALGA's governance model to the governance models of five comparator organisations.

## Background

The BPGR Steering Committee had its first meeting on the 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change.

At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. The organisations were selected on the basis of their similarity to WALGA as WA member-based peak industry organisations.

The selected organisations were: Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and Pharmacy Guild (PG) WA Branch.

## Process

WALGA supplied a range of background documents to assist in undertaking the initial desktop comparison. This included the Constitution, Corporate Governance Charter, Corporate Strategy 2020-2025, Standing Orders, Elected Member Prospectus, Flow Chart – WALGA Zone and State Council Process, Final Report – State Councils and Zone Structure and Process Working Group.

The documentation used for the comparator organisations were typically the:

- Constitution – which serves as the instrument for establishment of the association;
- Annual reports – which contains information about an association's performance over a 12-month period; and
- Organisational website – which may outline the structure and current composition of the board, council and the leadership team of the organisations.

Interviews were successfully arranged with three of the five organisations. They were AMA WA, CCI WA and CME WA. The document analysis and interviews provided insights into the size, election methods and recent changes within these organisations.

## Key insights

Key insights through the comparison of WALGA to the five comparator organisations are outlined below:

- **Size of Board** – WALGA's board (State Council) was larger than all other comparator organisation's boards.
- **Election methods** – election methods varied across the comparator organisations but many involved election through the membership.
- **Change** – three of the five organisations had recently undergone changes or reviews of their governance structures. There were a range of drivers for this change including: to increase the decision making ability of the board; to use specific working groups to focus on specific topics of interest and to increase representativeness of specific groups (e.g. Aboriginal and Torres Strait Islanders).

The following slide presents summary information on the size and election methods of the five comparator organisations. This is then followed by more detailed background into each organisation, their governance structure and any outcomes from conversations with these organisations.



# Summary: Governance structure analysis

WALGA's governance structure was analysed in comparison to five comparator organisations

Organisational Comparisons	Number of Board Members	President Elected by	Board Members elected by
<b>WA Local Government Association (WALGA)</b>	25	The Board	Zones
<b>Australian Medical Association (AMA)</b>	9	AMA WA Members	Members of the Association
<b>Chamber of Commerce and Industry WA (CCIWA)</b>	7 to 10	The Board	<ul style="list-style-type: none"> <li>Up to 12 elected by Members</li> <li>Up to 8 appointed by the Board</li> <li>Up to 8 appointed by the Council</li> </ul>
<b>Chamber of Minerals and Energy (CME)</b>	6 to 11	Ordinary Members	Executive Councillors
<b>Australian Hotels Association (AHA) WA</b>	17	The Branch Committee of Management	The Branch Committee of Management
<b>Pharmacy Guild (PG) – WA branch</b>	16 to 22	The Branch	Financial Members from the same region as the Branch

*Note: The Council, Branch, or Board chosen from the organisations above were chosen for how appropriate their structure is as a comparison to the WALGA State Council.*



# Organisational Analysis: Australian Medical Association (AMA) WA

With over 5,000 members, the AMA (WA) is the largest independent professional organisation for medical practitioners and medical students in the State. Total revenue and other income for AMA nationally in 2020 was reported as \$21,928,000.

## Organisational Information

The AMA (WA) Board was created in 2017 and is comprised of the President, Immediate Past President, two Vice Presidents and five members of Council who are elected to sit on the Board (9 in total).

The AMA (WA) Council consists of four office bearers (President, Immediate Past President, two Vice Presidents). Additionally, there are the Specialty Group Representatives (e.g. General practice, surgery); Practice Group Representatives (e.g. rural doctors, public hospital doctors); Ordinary Council Members; and, Co-opted Council Members. Majority of the representatives and members represent their specialty (e.g. anesthesiology) or group of representative (e.g. medical student society).

The AMA Federal Council meets quarterly and is the AMA's main policy-making body. It is a forum to identify and debate emerging issues of relevance to the membership. The Federal Council's primary role is to: Form the policy of the AMA; Propose changes to existing policy; and Elect representatives to roles and committees. There is one State and one Area nominee from WA on the Federal Council.

The Leadership team consists of seven staff. CEO, CFO, COO, General Manager Training and Recruitment, Operations Manager, General Manager Financial Services and an HR manager.

## Governance Structure\*

The Board comprises of approximately 9 members.

The Board may increase or decrease the number of Advisory Council members as needed. However, it currently has 4 members.

The Board focuses on governance, managing the Association's conduct and business, and ensuring conformity with the constitution.

The General Council focuses on advocacy, policy making, and representation of the association.

The Board and Council is also supported by Specialty Group Representatives, Practice Group Representatives, Ordinary Council Members, and Co-Opted Council Members.

## Outcomes of Organisation Discussion

- **Governance Review:** The 2020 annual report mentions that an organisation-wide review was undertaken with the transformation in the process of being implemented until March 2020 (COVID).
- **Representation:** It is more important to restrict the number of Board members than Councillors. Board members are involved in making policy and governance decisions, requiring a greater decision-making capability; Councillors are more involved in stakeholder engagement and solving specific issues through working groups, therefore Council size has less impact to efficiency and effectiveness of the model.
- **Engagement:** The president is the spokesperson when it comes to policy issues. Councillors represent the views of Specialty Groups, Practice Groups, and the medical profession as a whole.
- **Feedback on the current model:** Board members have previously taken the role because they are passionate, but do not necessarily have the right expertise, resulting in poor governance. Board members who have leadership and governance experience have proven to be effective in the updated model. The Board would benefit from an independent audit partner and increased diversity in specialty, a simplified purpose of the Board and Council Advisory, and a reduced number of meetings each year.

*\*The AMA WA Constitution does not specify the number of Board or Council members. Member numbers are indicative and have been taken from the current Board & Council.*



# Organisational Analysis: Chamber of Commerce and Industry (CCI) WA

CCIWA is a not-for-profit member organisation providing information, professional services and support for businesses in Western Australia, with over 2,000 WA members. Total revenue and other income for 2021 was reported as \$34,270,130.

## Organisational Information

The CCIWA operates as a company limited by guarantee. This came into effect on 11 January 2019. The change in status means that CCIWA is now incorporated under the *Corporations Act 2001* (Cth) rather than the State legislation covering incorporated associations.

Based on the constitution, the number of board members can be between 9-12 (including President & Vice President). The current board has only 6 members including the President and Vice President.

There is a General Council. The constitution states that Councillors can be up to certain numbers depending on who they were elected by. The resulting effect is a council that does not have consistent numbers of members and does not need to fill all positions. This is unlike WALGA's governance model where representatives are elected by zones.

The Board is responsible for the sound governance of the organisation, whereas the General Council provides input to the organisations policy; provides advice to the Board; acts as a point of interface; elects and appoints Council Elected Directors; and passes resolutions relating to specific handling of assets and raising and borrowing funds.

## Governance Structure

The Board comprises of 9 – 12 members.

The Board focuses on strategic priorities, financial performance and compliance issues.

The General Council consists of up to 28 Councillors.

The General Council focuses on developing and being spokespersons on public policy frameworks and positions.

The governance structure is supported by bespoke working groups, formed from Councillors as relevant for specific strategic and policy issues.

## Outcomes of Organisation Discussion

- **Governance Review:** CCIWA conducted a review of their 2018 Constitution, resulting in changes contained in the 2021 Constitution, including: The governance model was revised to increase the decision-making capability of the board; The structure of the General Council was determined to be too generic causing low Councillor attendance. After the review, Councillors were split into bespoke working groups for specific policy issues for the upcoming 12-month period. This resulted in higher councillor attendance, than the previous governance model.
- **Representation:** In the new revision of the constitution, two new types of Councillors were included to increase representation for their respective groups. Future Leader Councillors, from members of University business schools; and First Nations Business Councillors, elected from First Nations Members.
- **Feedback on the current model:** In the current governance model, when a board member leaves, a temporary team member is appointed since board members can only be elected in general meetings.



# Organisational Analysis: The Chamber of Minerals and Energy (CME) WA

CME WA is the peak resources sector representative body in Western Australia whose member companies generate 95% of all mineral and energy production and employ 80% of the sector's workforce in the State.

## Organisational Information

The Corporate Governance Charter (Charter) provides guidance on the respective roles, responsibilities and authorities of members of the Executive Council (Executive Councillors) and members of the Advisory Board (Advisory Board Members) in setting the direction, management and control.

The number of Vice Presidents is determined by the Executive Council, the constitution contains no limit on the number of Vice Presidents and so the number of Vice Presidents is excluded from the diagram to the right.

Executive Councillors are elected by Ordinary Members, and there can be no less than 10.

The Role of the Advisory Board is to act as a traditional board providing strategic oversight on behalf of the Chamber. Key interface with the Executive Management Team on organisational matters, including strategy, operating accounts, governance and risk.

## Governance Structure

Advisory Board comprises of 5-10 members.

The Advisory Board provides strategic oversight and acts as the key interface with the Executive Management team on strategy, operating accounts, governance and risk.

Executive Council (10+ members).

The Executive Council most senior interface to guide and prioritise the agenda of the Chamber and its respective committees and holds final decision-making authority re: annual financial reports/statements.

The governance structure is supported by committees including bespoke working groups, appointed by Executive Council as relevant for specific strategic and policy issues.

## Outcomes of Organisation Discussion

- **Governance Review:** CME recently engaged in a governance review. In April 2020, CME put in place a governance charter. This codified processes and structures, clarified lines of accountability and included a director's code of conduct.
- **Representation:** Members who express an interest, get a seat at the table for the Executive Council. There are approximately 60 ordinary members with 16-20 regularly attending council meetings. This group is intended to provide a litmus check that the broader membership needs are being met.
- **Engagement:** Although the board is strongly engaged in the work and responsibilities it holds, there is the varying engagement of the executive council – this is broadly because due to the large array of issues it covers – the organisation would love to see stronger engagement in this area.
- **Feedback on the current model:** Based on the age of the organisation, the current pyramid structure works. This is successful largely due to the governance charter which provides clarity in role and structure for the organisation.



# Organisational Analysis: Australian Hotels Association (WA)

The Australian Hotels Association (AHA) represents more than 5,000 members across Australia serviced by a network of branches based in every state and territory, plus a Canberra-based National Office. Total revenue and other income for AMA nationally in 2020 was reported as \$2,257,963.

## Organisational Information

AHA was founded in 1892 and now represents more than 80% of the Western Australian hotel and hospitality industry.

The organisation has a branch in each state and territory, including a division in each branch known as the National Accommodation Hotels Division. The organisation and each of its branches have their own set of rules by which they are governed. However, ultimate authority is deferred to the National Board of the organisation.

All issues and opportunities are addressed by The Branch Committee of Management (The Branch). Consisting of six ordinary members, elected by members of the branch, and the president from each of the Territorial and Non-Territorial Divisions of the Branch. This includes a President, Senior Vice President, Vice President, Treasurer, Accommodation President and Country Representative. The President, Senior Vice President (SVP) and Vice President (VP) are elected by The Branch.

AHA developed a subsidiary known as 'Tourism Accommodation Australia (TAA)'. TAA publicly represents and lobbies specifically for accommodation hotels separately from the AHA's general hospitality members. However, membership to both AHA and TAA is granted to accommodation properties. There are 11 Divisional Presidents – 7 represent different Areas/Regions and 4 represent different membership groups.

## Governance Structure\*

Branch Committee of Management has 6 Ordinary members & the president of each Territory/Non-Territory Division (11).

Focuses on staff remuneration/conditions, branch transactions, disbursements, funds and resolves delegated Commonwealth industrial disputes.

There is no council or other governing entity to provide support to the Branch Committee of Management.

## Relevance to WALGA BPGR

AHA was contacted to schedule an interview; however, there was no response following multiple requests. The following insights have been made by research on their publicly available governance information and documentation.

- **Composition:** Similar to WALGA's State Council, the AHA Governance structure only has one governing entity, The Branch Committee of Management. The number of branch members (17) is smaller than WALGA (25).
- **Responsibilities:** The AHA Branch Committee of Management is responsible for financial activities; however, the Rules document does not mention that they are responsible for activities that other comparator organisations governing entities are, such as policy creation or ensuring compliance.
- **Lack of compliance with constitution:** The Rules of the AHA WA Branch document acts as the Association's constitution. However, there are many conflicts between the governance structure in the Branch Rules document, and the governance structure depicted on AHA WA's website. For example, in the document the supreme governing body of the Branch is the Branch Committee of Management, whereas on the website it is the Executive Management team. Additionally, there is no mention of a board in the Rules document, but there is a Board of Management on the website.

*\*The governance structure has been taken from the Rules of the AHA WA Branch document instead of the current governance structure depicted on the website, due to conflicting information.*





# Organisational Analysis: Pharmacy Guild (WA Branch Focus)

Pharmacy Guild supports over 5,800 pharmacies across Australia. It is broken up into Territory Branches with more than 600 pharmacies as members in WA (est. 2017).

## Organisational Information

The Pharmacy Guild's WA Branch's Annual Report can only be viewed by Members of the Organisation.

The Branch consists of the Branch Executive, and the Branch Committee. Where the Branch Executive consists of the Branch President, Branch Vice President(s) and the National Councillor(s). Additionally, in the Branch Executive, the position of Branch President and Vice President can also be held by a National Councillor, resulting in different numbers of Branch Executives between states.

The National council has the power to determine and direct policy, settle disputes, control the national fund, appoint an auditor and other activities relating to being the supreme governing entity.

The constitution does not specify who exactly elects the Branch President, or the Branch Vice Presidents, only that they are elected from the Branch. Whereas Branch Committee Members are elected by financial members in that region.

The Branch and the National Council shall appoint their own auditor. Resulting in potential conflicts of interest, as hypothetically the Branch and the National Council can appoint an auditor who audits in their favour.

## Governance Structure\*

Branch Executive consists of 2 – 6 Executive Members.

All powers and functions of the Branch Committee between meetings of the Branch Committee.

Branch Committee consists of 7 - 14 committee members (excluding the Branch executive).

Control the Branch fund, decide the agenda for and attend special meetings.

There is only one governing entity in WA for Pharmacy Guild, however the WA Branch consists of National Councillors, from the National Council which is the supreme governing body for the Pharmacy Guild. However, the Branch Committee can create subcommittees to carry out particular functions.

## Relevance to WALGA BPGR

Pharmacy Guild WA was contacted to schedule an interview; however, they responded that they do not have time to discuss their governance model. The following insights have been made by research on their publicly available governance information and documentation.

- **Representation:** The interests of members are represented by the Branch Committee Members who are elected by the financial members of the same regions. Additionally, the interests of the National Council are represented in Branches by the National Councillors appointed in each Branch.
- **Composition:** The governance structure of the Branches of the Pharmacy Guild is adaptable to the needs of the Branch. Since the Branch Committee members can decide the number of Committee members needed in their branch, they can do so based on the needs of the Branch at any point in time, making the composition and size of the Branch adaptable to emerging needs. Also, the creation of additional branches and amalgamations of current branches is up to the decision of the National Council, enabling the National Council to alter the composition of the governance model nation-wide as needed. Branches can also create subcommittees as needed.

*\*Since the number of members in governance entities is mentioned in the Constitution, the numbers have been estimated based on the current membership as per the Guild's website.*



# Best Practice Governance Review

## 4. Governance Principles

# Development of Governance Principles

BPGR Steering Committee (SC) meetings and how they lead to the development of the proposed governance principles.

## BPGR Steering Committee meetings

The BPGR Steering Committee (SC) was established by State Council to guide the review. SC Meetings 2 through to 5 acted as key inputs into the development of the Governance Model principles. The focus of SC Meetings two through to five led to the development of the governance principles.

**SC Meeting 2** - On 8 June 2022, the initial draft of the comparator organisations and their governance structures was presented. The SC identified four assessment criteria for the purposes of assessing potential governance models. The assessment criteria were: (1) representation, (2) efficiency, (3) contemporary, and (4) sustainable. An Options Paper was then developed, using the assessment criteria against two governance model options.

**SC Meeting 3** - On 28 June 2022, a discussion of the DRAFT Options Paper took place. The SC decided that a workshop was required to take a step back and develop the core governance principles (rather than assessment criteria) that needed to underpin any future governance model for WALGA.

**SC Meeting 4** - On 18 July 2022, the SC discussed the principles and identified four principles that should guide WALGA's governance. They were Representative, Responsive, Results Oriented and Renewal. Renewal was the principle that some SC members deemed as optional and is not included as a separate principle. Some elements of renewal are incorporated into the other three principles.

**SC Meeting 5** - On 10 August 2022, the SC discussed and finalised the proposed principles. Discussion focused on the principle components and their likely governance implications. Several activities also occurred around this SC meeting. This include an update to State Council at the Information Forum on 3 August 2022, finalisation of principles on 17 August 2022 to inform AGM Item and finalisation of Agenda Item for 2022 AGM, including approval by State Council.

## Key outcomes

The SC agreed on the proposed governance model principles, their component parts and the implications of these principles. Specifically:

- **Principle definition** – the definition of each of the three principles.
- **Principle component** – the key component parts of each principle.
- **Principle component description** – a description of each principle component.
- **Governance implications** – the governance implications of each of the principle components.

The following slide presents the principles, their components and a description and their governance implications.



# Endorsed Governance Principles

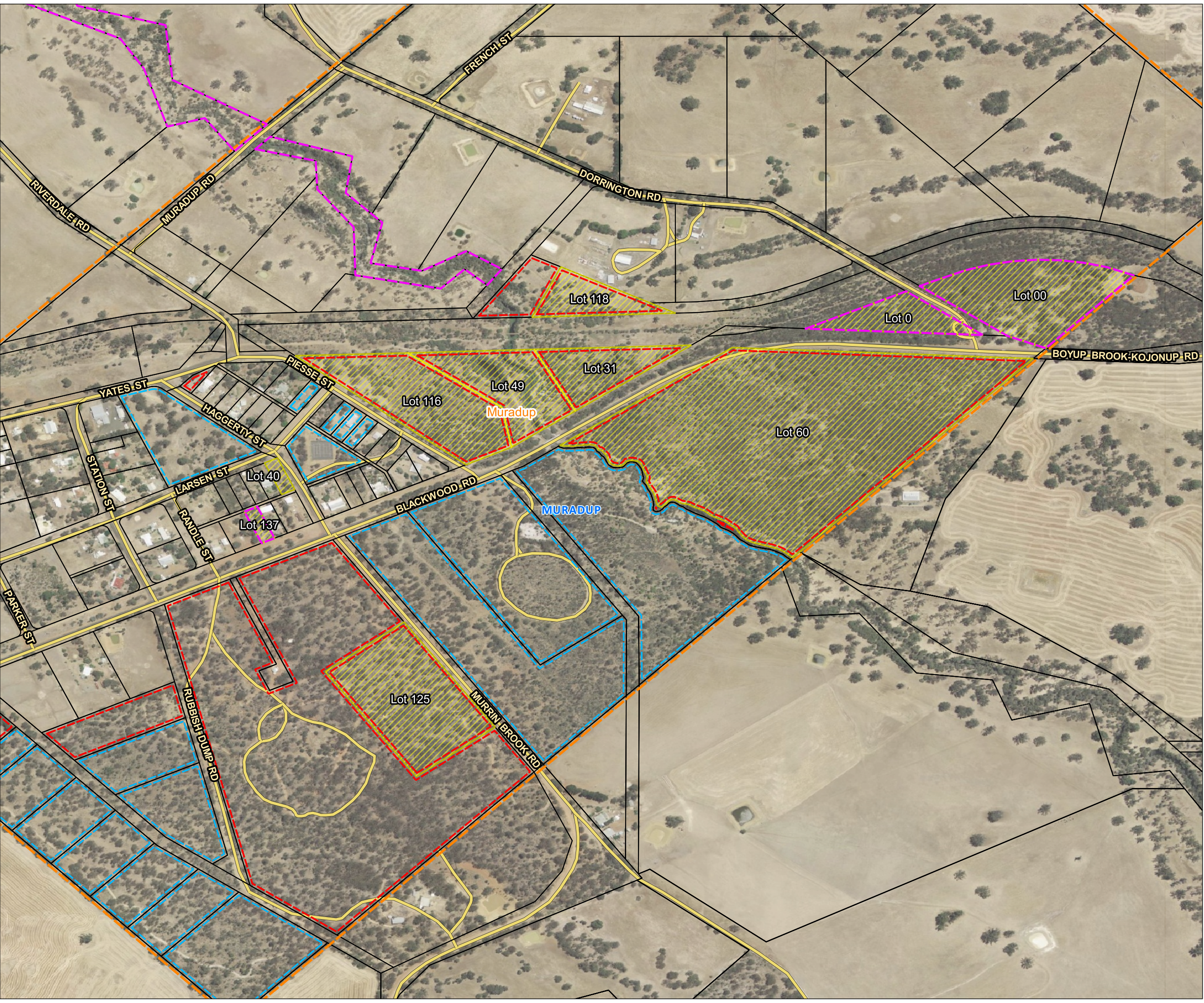
The principles for assessing WALGA's governance model options and governance implications

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.

# Thank you

For more information, visit our [website](#) or contact Tim Lane,  
Manager Association and Corporate Governance, at  
[tlane@walga.asn.au](mailto:tlane@walga.asn.au) or 9213 2029.





Muradup

----- LEGEND -----

- Cadastral
- Townsites
- UCL
- WA State Land
- SoK Land
- 20200106\_DPLH\_WK\_Kojonup

0 50 100 150 200 250

Metres



AERIAL IMAGERY:  
Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50  
Units: Metre  
SCALE (A3): 1 : 4000



**From:** [Estelle Lottering](#)  
**To:** [Estelle Lottering](#)  
**Cc:** [Estelle Lottering](#)  
**Subject:** FWD:South West Native Title Settlement - Land Base Consultation - Land Lists 1208  
**Date:** Wednesday, December 7, 2022 10:35:39 AM

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----- Forwarded message -----

From: Jos Lankester  
Date: Mon Nov 07 01:48:35 PM AWST 2022  
Subject: South West Native Title Settlement - Land Base Consultation - Land Lists 1208  
To: Shire of Kojonup Council

Dear Sir/Madam,

#### **Request for Comment – Proposed Transfer of Land under the South West Native Title Settlement**

The South West Native Title Settlement (Settlement) is a landmark native title agreement reached between the State Government (State) and the six Noongar Agreement Groups. The six requisite Indigenous Land Use Agreements (ILUAs) were conclusively registered, leading to the Settlement commencing on 25 February 2021 after some years of delay. The Settlement recognises the Agreement Groups as the Traditional Owners of the south west of Western Australia, while resolving native title in exchange for a negotiated package of benefits. The area subject to the Settlement is depicted in the attached map.

A key negotiated benefit is the delivery of a 320,000 hectare Noongar Land Estate, in accordance with the Noongar Land Base Strategy ([Annexure J to the ILUAs](#)). The Noongar Land Estate will contain up to 300,000 hectares of land transferred in reserve or leasehold, and up to 20,000 hectares of land transferred in freehold. The Landholding Body for all land transferred is the Noongar Boodja Land Sub Pty Ltd, which will hold and manage the land in the Noongar Land Estate in consultation with the soon to be established Noongar Regional Corporations. All land will be used and managed in line with Noongar cultural, social and economic aspirations for the benefit of generations to come.

For more information on the Settlement, please refer to the Department of the Premier and Cabinet website: <https://www.wa.gov.au/organisation/departments/departments/south-west-native-title-settlement>

Over the next five years, the Department of Planning, Lands and Heritage (Department) will progress selected land parcels through to transfer under the Settlement, subject to all necessary consultation and approvals with stakeholders. Land eligible for inclusion in the Noongar Land Estate includes:

- unallocated Crown land;
- unmanaged reserves;

- land owned or held by the Aboriginal Lands Trust / Aboriginal Affairs Planning Authority; and
- land owner or held by State agencies or Local Government Authorities, at the discretion of the State agency or Local Government Authority.

A key part of the process being followed by the Department involves the referral of land under consideration for inclusion in the Noongar Land Estate to relevant State agencies and Local Government Authorities. To that end, please find attached a spreadsheet comprising of land parcels identified for possible transfer. It would be appreciated if you could provide comments on each of the land parcels directly into the column labelled 'Referee Comments' in relation to the following:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

Once you have considered the land identified, the South West Settlement Project team would be pleased to receive your comments by email to [swsettlement@dplh.wa.gov.au](mailto:swsettlement@dplh.wa.gov.au).

In accordance with the abovementioned Annexure J of the ILUAs, your advice is required to be returned within 40 days of receiving this email. As a result, please provide your comments by **19 December 2022**.

Should this timeframe not be achievable, please let me know as a matter of priority. Where no response is received from the Shire within the 40 day timeframe, this will be taken as having no comment on the land parcels referred.

If you have any queries, please do not hesitate to contact me on the details below.

Kind regards

**Jos Lankester** | Project Officer | Native Title Agreements and Partnerships  
140 William Street, Perth WA 6000

6552 4526  
[www.dph.wa.gov.au](http://www.dph.wa.gov.au)

***We're on a Roll, WA***

**Keep doing 3 simple things**

**Wear a mask when necessary | Update your vaccinations | Wash hands regularly.**

*The Department acknowledges the Aboriginal people of Western Australia as the traditional custodians of this land and we pay our respects to their Elders, past and present.*

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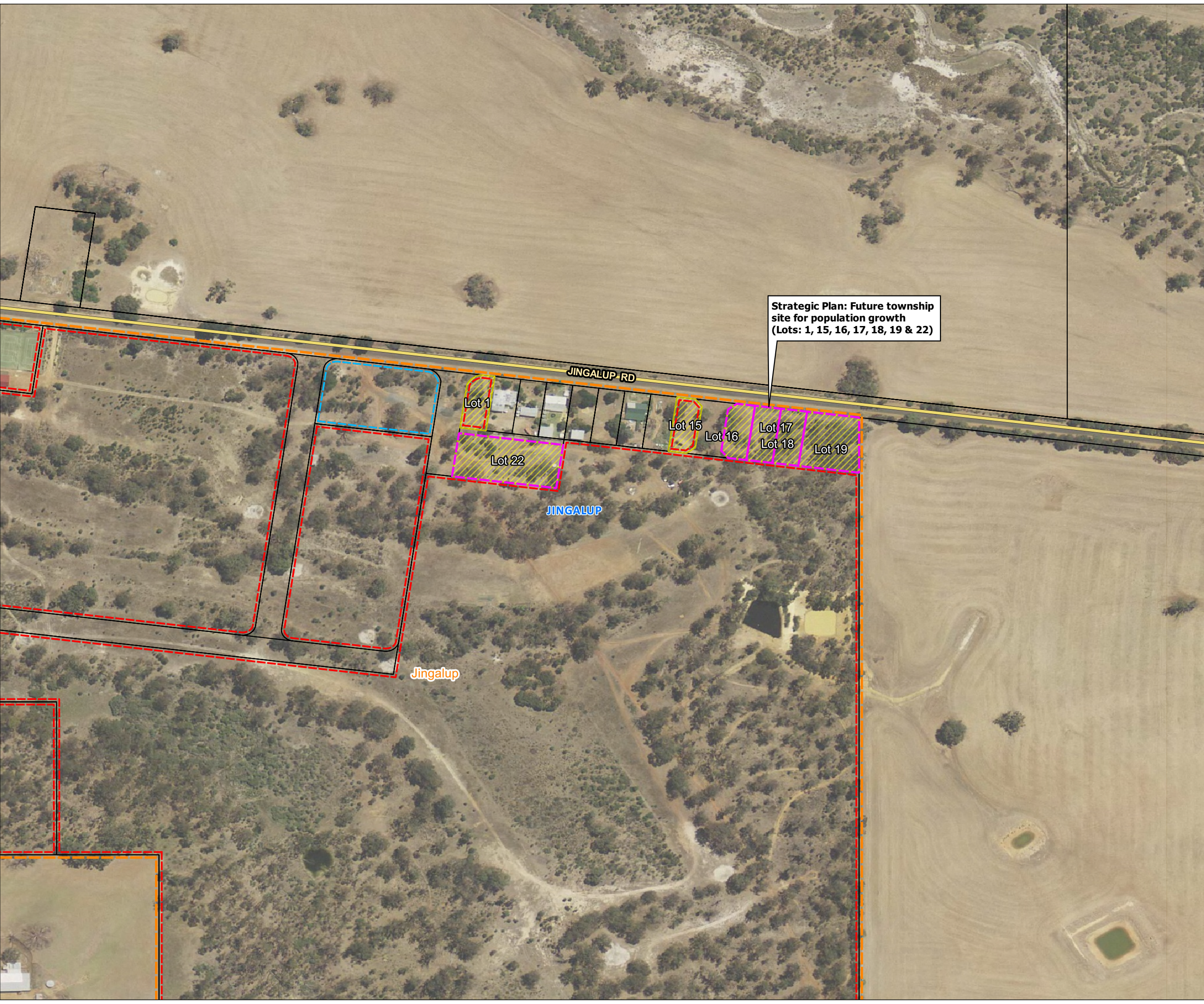
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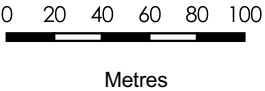




Jingalup

----- LEGEND -----

- Cadastral
- Townsites
- UCL
- WA State Land
- SoK Land
- 20200106\_DPLH\_WK\_Kojonup



AERIAL IMAGERY:  
Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50  
Units: Metre  
SCALE (A3): 1 : 1972





# Kojonup

----- **LEGEND** -----

- Cadastral
- Townsites
- UCL
- WA State Land
- SoK Land
- 20200106\_DPLH\_WK\_Kojonup

050100150200250

Metres

AERIAL IMAGERY:  
Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50  
Units: Metre  
SCALE (A3): 1 : 3000



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	22	16	18	15	17	1	19	35	137	0	116	40	31	60	118	125	49	0
Suburb	JINGALUP	JINGALUP	JINGALUP	JINGALUP	JINGALUP	JINGALUP	JINGALUP	KOJONUP	MURADUP	MURADUP	MURADUP	MURADUP	MURADUP	MURADUP	MURADUP	MURADUP	MURADUP	MURADUP
Usage Discription	Unallocated Crown Land	Unallocated Crown Land	Unallocated Crown Land	Unallocated Crown Land	Unallocated Crown Land	Reserve	Unallocated Crown Land	Reserve	Unallocated Crown Land	Unallocated Crown Land	Reserve	Reserve	Reserve	Reserve	Reserve	Reserve	Reserve	Unallocated Crown Land
Reserve Purpose						Hall Site		Excepted from Sale			Parklands	Church site Roman Catholic	Camping	Camping	Public Utility	Rubbish Depot	Camping	
Claimant Preferred Tenure	Freehold	Freehold	Freehold	Freehold	Freehold	Freehold	Freehold	Freehold	Freehold	Freehold	Reserve With Power To Lease	Reserve With Power To Lease	Freehold	Reserve With Power To Lease	Reserve With Power To Lease	Reserve With Power To Lease	Freehold	Reserve With Power To Lease
1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No	No	Yes
2. Does the Shire have any interest in the land?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.	No	No	No	No	No	No	No	No	No	Land currently has Road Reserve within boundaries	No	No	No	No	Land use: Public utilities	No	No	No
4. Is the land parcel subject to any mandatory connection to services?	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes as above	No	No	No	No
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).	Potential Environmental: TEC	Potential Environmental: TEC	Potential Environmental: TEC	Potential Environmental: TEC	Potential Environmental: TEC	Potential Environmental: TEC	Potential Environmental: TEC	Potential Flora Reserve	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Old rubbish tip site, contaminated	Nil	Nil
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Currently a reserve with no planned development.	Strategic Plan: Future township site for population growth	Currently Dorrington Road Reserve runs through this parcel of land	Strategic Plan: Future township site for population growth	The usage already determined and allocated	Strategic Plan: Future township site for population growth	Strategic Plan: Future township site for population growth	Public Utilities use	Contaminated, Confirmed use previously rubbish tip.	Strategic Plan: Future township site for population growth	No objections



**Annexure J**  
**Noongar Land Base Strategy**

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**1. Definitions**

**1.1 Definitions by reference to the Settlement Terms**

In this Strategy, any capitalised term for which a definition is not included in clause 1.2 of this Strategy will, where the term is defined in the Settlement Terms, have the same meaning as given to it in the Settlement Terms.

**1.2 Other definitions**

In this Strategy:

- (a) **ALT** means the Aboriginal Lands Trust.
- (b) **Aboriginal Lands Trust** means the body corporate established under section 20 of the *Aboriginal Affairs Planning Authority Act 1972*.
- (c) **ALT Managed Reserves** means land that has been reserved for persons of Aboriginal descent and placed under the control and management of the ALT.
- (d) **Allocation** means:
  - (i) the conveyance of Crown land or freehold land held by the State in any of its capacities or agencies to the Land Sub in freehold title; or
  - (ii) the creation of a reserve and the making of management orders in accordance with Part 4 of the LAA; or
  - (iii) the grant of leasehold interests in accordance with Part 6 of the LAA,and other grammatical forms of that word or phrase have a corresponding meaning.
- (e) **Box** means a numbered box in the Implementation Process Chart.
- (f) **Freehold Implementation Process Chart** means the Implementation Process Chart for the Freehold Implementation Process.
- (g) **Implementation Process Charts** means the charts attached as Annexure K to the Settlement Terms.
- (h) **LAA** means the *Land Administration Act 1997 (WA)*.
- (i) **Lost Lands** means the land included in the DAA 2003 Lost Lands Report.
- (j) **Managed Reserves Implementation Process Chart** means the Implementation Process Chart for the Managed Reserves Implementation Process.

- (k) **NLE** means the land Allocated to the Noongar people pursuant to clause 8 of the Settlement Terms and this Strategy.
- (l) **State Transaction Costs** means the costs associated with the conversion of Crown land into the tenure form determined in accordance with this Strategy being any fees payable in respect of the approval process in clause 8 of this Strategy, the costs of survey of land, stamp duty and lodgement fees.
- (m) **Strategy** means this Strategy for the Establishment of the Noongar Land Estate.
- (n) **Trust Transaction Costs** means any other costs associated with the conversion of Crown land into the tenure form determined in accordance with this Strategy including but not limited to:
  - (i) any establishment costs including the provision or relocation of services to the land including road upgrades, service connections and headworks charges; and
  - (ii) all holding costs including local government rates and all other taxes that are normally borne by the land holder.
- (o) **UCL** means unallocated Crown land.
- (p) **UCL and UMR Implementation Process Chart** means the Implementation Process Chart for the UCL and UMR Implementation Process.
- (q) **UMR** means unmanaged reserve.

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## 2. Principles underpinning this Strategy

- (a) The State acknowledges that land is intrinsically linked to the spiritual, social and economic wellbeing of the Noongar community.
- (b) The establishment of the NLE under this Agreement provides a significant opportunity for the Noongar community to achieve sustainable economic, social and cultural outcomes. The State recognises that the creation of an economic and culturally sustainable NLE is in the long term interest of both the State and the Noongar community.
- (c) The State, SWALSC and the Native Title Agreement Groups recognise that the creation of the NLE is a fundamental part of this Agreement and all parties commit to working together to maximise Noongar outcomes in regards to the NLE. It is the intention of all parties that the NLE reach the maximum hectare targets for transfer set out in this Strategy.
- (d) The State, SWALSC and the Native Title Agreement Groups acknowledge that the creation of the NLE is unprecedented in Australia, and will only reach its full potential if all Parties engage in the process in a spirit of cooperation. In particular, any concerns about inclusion of parcels of land in the NLE must be resolved in a timely and cooperative manner, with no Party placing unrealistic expectations on another.

- (e) The State commits to develop long-term and productive partnerships with the Trustee and the Regional Corporations to assist in achieving these outcomes.
- (f) The State recognises the role of the Trustee and the Regional Corporations in representing the interests of the Noongar people, who are the custodians and traditional knowledge holders of the Settlement Area.

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### 3. Legislation

- (a) The Allocation of land to the NLE is subject to all relevant State laws and policies including the LAA, the *Mining Act 1978* (WA) (**MA**), the *Transfer of Land Act 1893* (WA) (**TLA**), and the *Planning and Development Act 2005* (WA) (**PDA**).
- (b) The proposed use and development of land in the NLE is subject to all relevant Commonwealth and State laws and policies.

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### 4. Retention of the Statutory Rights, Powers and Duties

- (a) The Allocation of land to the NLE does not fetter the later exercise of any statutory rights, powers and duties including the:
  - (i) right to take land under Part 9 and 10 of the LAA; or
  - (ii) revocation of management orders, or the forfeiture etc. of a lease.
- (b) In the event that:
  - (i) the Trustee agrees that the order by which the care, control and management of a reserve is placed with the Land Sub (management order) should be revoked under section 50(1)(a) of the LAA; or
  - (ii) the Minister for Lands considers that revocation of a management order is in the public interest under section 50(2) of the LAA; or
  - (iii) the management order is revoked under Part 9 of the LAA,

in order that the land may be used for a public work or a public purpose, the State must consult with the Trustee and seek to reach agreement on whether to provide to the Trustee either alternative reserve land or compensation comprising the current unimproved value of the land as determined by the Valuer General. If no agreement can be reached, the State will decide whether alternative reserve land or monetary compensation will be provided and its decision is final.

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## 5. Administration

### 5.1 Agency Responsibility

- (a) DoL is charged with the responsibility for administering Crown land under the LAA on behalf of the Minister for Lands for the State of Western Australia.
- (b) DoL is, and will continue to be, the agency coordinating and facilitating the creation of the NLE in so far as the creation relates to UMR and UCL in the Crown estate, whilst also liaising with other departments and agencies with respect to managed reserves that may be included in the implementation process, and freehold land that may be Allocated and included in the NLE as set out in clause 6(a) of this Strategy.
- (c) DoL will report to the State as part of the implementation process. DoL will also refer any key strategic or policy issues to the State for advice.
- (d) DoL must work closely with the Trustee to facilitate the creation of the NLE in accordance with this Strategy.
- (e) The State must provide current land cadastre information to the Trustee to assist with selection, and Allocation to the Trust of suitable parcels of UCL and UMR for inclusion in the NLE.

### 5.2 Priority Land Meetings

- (a) The State must facilitate meetings between representatives of DoL and the Trustee once every 3 months (**Priority Land Meetings**) until the end of the fifth year following the Trust Effective Date for discussions about areas of UCL and UMR identified and/or selected by the Trustee as land that is potentially eligible for inclusion in the NLE (**Priority Land**), but which have been determined by DoL to be ineligible for inclusion:
  - (i) after taking into account identification criteria referred to in clause 8.1 of this Strategy and UCL and UMR Implementation Process Chart Box 2a and 2c; or
  - (ii) after DMP assessment and consideration of the comments provided by State agencies and local government referred to in clauses 8.2, 8.4 and 8.5 of this Strategy and UCL and UMR Implementation Process Chart Box 10 and 13 ; or
  - (iii) prior to and after preparing Terms of Allocation referred to in clause 8.6 and 8.7 of this Strategy and UCL and UMR Implementation Process Chart Box 19 and 23.
- (b) The aim of the Priority Land Meetings is to discuss ways of accommodating the Noongar community's request that those parcels of Priority Land that are of significance to the Noongar community are included in the NLE, for example by way of amended tenure request or joint management. Whilst the State and the Trustee must use all reasonable endeavours to reach agreement, there is no guarantee that they will do so. There is also no obligation on the State to enter into secondary negotiations about these matters.

- (c) During the 3 month period between each Priority Land Meeting, DoL must advise the Trustee of any parcel of land that is deemed ineligible for inclusion in the NLE as soon as practicable after that decision is made as indicated in UCL and UMR Implementation Process Chart Box 2c, 4c, 10, 13, 19 and 23 (**Ineligibility Decision**), providing brief written reasons for the ineligibility to both the Trustee and the State.
- (d) Following receipt of an Ineligibility Decision or where otherwise expressly provided for in this Strategy, if the relevant land parcel is of significance to the Noongar community, the Trustee may notify the State that it wants discussion about that parcel of land included on the agenda for the next Priority Land Meeting. The notice must include brief written reasons why the parcel should be reconsidered for inclusion in the NLE.
- (e) At least 3 weeks prior to the quarterly meeting, the State must confer with the Trustee about inviting representatives from other agencies or local government to the quarterly meeting to assist the discussions and, if agreed, such representatives will be invited to attend.
- (f) The State must prepare an agenda for endorsement by the Trustee and DoL representatives which prioritises matters for discussion and resolution by reference to:
  - (i) the importance of resolving an issue regarding a particular land parcel to the Trust (or the Noongar community);
  - (ii) the time that it may take to resolve an issue (those requiring less time taking priority); and
  - (iii) the resources available to devote to the particular issue (e.g. the extent to which further investigations are required and may divert resources from ongoing NLE related work priorities).
- (g) If further negotiations about inclusion of Priority Land in the NLE are required between the Trustee and representatives from government agencies or local government, those negotiations will take place outside the Priority Land Meeting process, but the outcome of those negotiations must be reported to the State by the Trustee so that, if appropriate, the relevant land can be included in the NLE. Bilateral discussions between the Trustee and government agencies and local government about the inclusion of Priority Land in the NLE must be initiated through the Priority Land Meetings, and further negotiations with respect to decisions of government agencies or local government about the inclusion of Priority Land in the NLE require the consensus of DoL and the State before they proceed.
- (h) Where any parcel of Priority Land has been referred under this Strategy to a Priority Land Meeting and no agreement has been reached to include the parcel in the NLE, if the Trustee acting reasonably considers there has been a material change to the circumstances that previously prevented the parcel of Priority Land from being included in the NLE, the Trustee may notify the State that it wants further discussion about that parcel of Priority Land included on the agenda for the next Priority Land Meeting. The notice must include a brief written statement of the



material change in circumstance which the Trustee considers applies to the land.

- (i) Matters that are referred under this Strategy to a Priority Land Meeting for discussion and possible resolution are not subject to dispute resolution in accordance with the dispute resolution provisions in clause 15 of each Agreement.

### **5.3 Enquiries through DoL**

- (a) The Trustee must direct all enquires related to the NLE (other than in relation to ineligible Priority Land) to DoL in the first instance.
- (b) DoL must then direct these enquiries to other agencies as required.
- (c) If a disagreement arises in relation to any enquiry referred to in clause 5.3(a) and 5.3(b) of this Strategy, and either DoL or the relevant agency is unable to resolve the disagreement with the Trustee, the matter must be referred to the State for further discussion with the Trustee.

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## **6. What the NLE will Comprise**

- (a) Subject to the various conditions being met and standard statutory approvals, clearances etc., being obtained as specified in this Strategy, the State must from:
  - (i) Crown land parcels comprising UCL and UMR (including land identified by the State, SWALSC or the Trustee), and
  - (ii) State held freehold and managed reserves identified by Government departments or agencies, which are identified as being eligible by the State for Allocation:
  - (iii) subject to clauses 6(b) and 6(f) and 7.2(c) of this Strategy, create reserves and issue management orders over reserves (including land that is to be reserved for this purpose), or grant leases, to be held by the Land Sub, of a minimum of 200,000 hectares and a maximum of 300,000 hectares of land within the period of 5 years commencing on the day after the Trust Effective Date; and
  - (iv) subject to clauses 6(c), 6(d) and 6(e) and 7.2(d) of this Strategy, transfer a minimum of 10,000 hectares and a maximum of 20,000 hectares of land in freehold within the period of five years commencing on the day after the Trust Effective Date to the Land Sub.
- (b) If the maximum amount of reserves, management orders or leaseholds have not been created, issued or granted by the end of the fifth year after the Trust Effective Date from the land identified for Allocation by the end of the fourth year after the Trust Effective Date, then reserves, management orders or leaseholds up to:
  - (i) the maximum of 300,000 hectares; or

- (ii) 50,000 hectares (whichever is less)

may be created, issued or granted during the period from the beginning of the sixth year after the Trust Effective Date to the end of the seventh year after the Trust Effective Date from the land identified for Allocation by the end of the fourth year after the Trust Effective Date;

- (c) If the maximum amount of land in freehold has not been selected by the Trustee from the land identified for Allocation by the end of the fourth year after the Trust Effective Date and transferred by the end of the fifth year after the Trust Effective Date, then the Trustee may seek to convert up to:

- (i) the maximum amount of 20,000 hectares; or
- (ii) a further 5,000 hectares, whichever is less,

to freehold from the reserves or leasehold land Allocated under this Strategy during the ten year period commencing at the beginning of the eighth year after the Trust Effective Date and finishing at the end of seventeenth year after the Trust Effective Date subject to the following conditions:

- (iii) other than the costs specified in clause 12 of this Strategy, no further consideration will be payable by the Trustee;
- (iv) the Trustee must obtain all approvals and undertake all referrals as requested by DoL specified in clause 8 of this Strategy;
- (v) the State does not guarantee that all approvals will be obtained to allow conversion up to the maximum amount;
- (vi) if approved pursuant to clause 6(c)(iv) of this Strategy, the Trustee will be required to make an application under the LAA for the land tenure to be changed and the freehold title to be granted;
- (vii) any decision to convert the land tenure is subject to the approval of the Minister for Lands; and
- (viii) once the cap of 20,000 hectares has been reached, the State will no longer fund the Trustee in meeting the purchase and other costs associated with conversion of land to freehold tenure.

- (d) During the ten year period commencing at the beginning of the eighth year after the Trust Effective Date and finishing at the end of seventeenth year after the Trust Effective Date the State must facilitate the conversion of a further 5,000 hectares of freehold from the existing reserve, or leasehold land Allocated under this Strategy subject to the following conditions:

- (i) other than the costs specified in clause 12 of this Strategy, no further consideration will be payable by the Trustee;

- (ii) the Trustee must obtain all approvals and undertake all referrals as requested by DoL specified in clause 8 of this Strategy;
  - (iii) the State does not guarantee that all approvals will be obtained to allow conversion up to the maximum amount;
  - (iv) if approved pursuant to clause 6(d)(ii) of this Strategy, the Trustee will be required to make an application under the LAA for the land tenure to be changed and the freehold title to be granted;
  - (v) any decision to convert the land tenure is subject to the approval for the Minister for Lands; and
  - (vi) once this cap of 5,000 hectares has been reached, the State will no longer fund the Trustee in meeting the purchase and other costs associated with conversion of land to freehold tenure.
- (e) If the Trustee does not meet the targets for selection and acceptance of freehold land set out in clause 7.2(b) of this Strategy for possible Allocation the State does not guarantee that a minimum of 10,000 hectares of land in freehold will be Allocated.
  - (f) If the Trustee does not meet the targets for selection and acceptance of land identified by the State for creation of reserves and management orders or grant of leaseholds (as the case may be) set out in clause 7.2(b) of this Strategy for possible Allocation the State does not guarantee that a minimum of 200,000 hectares of reserved or leasehold land will be Allocated.

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## 7. **Mandatory Targets for Identification, Selection and Acceptance of Land**

### 7.1 **Minimum amounts of land to be identified by the State**

- (a) Minimum amount of freehold land to be identified by the State: The State must pursuant to clauses 8.1 and 8.2 of this Strategy identify a minimum of 20,000 hectares of land which is potentially eligible to be transferred in freehold for selection by the Trustee by the end of the fourth year after the Trust Effective Date.
  - (b) Minimum amount of leasehold land and reserve land to be identified by the State: The State must pursuant to clauses 8.1 and 8.2 of this Strategy identify a minimum of 300,000 hectares of land which is potentially eligible to be reserved, or for which management orders may be issued, or which may be granted in leasehold, for selection by the Trustee by the end of the fourth year after the Trust Effective Date,
- ((a) and (b) together, **Minimum Identified Amount**).
- (c) A minimum percentage of land which is potentially eligible to be Allocated must be identified by the State by the Trust Effective Date and for each year for the four years after the Trust Effective Date. That is:

- (i) a minimum of 10% (2,000 hectares) in freehold and 15% (45,000 hectares) in leasehold or reserve for combined minimum total of 47,000 hectares must be identified by the Trust Effective Date;
- (ii) a minimum of 10% (2,000 hectares) in freehold and 15% (45,000 hectares) in leasehold or reserve for combined minimum total of 94,000 hectares must be identified within the first year after the Trust Effective Date;
- (iii) a minimum of 35% (7,000 hectares) in freehold and 30% (90,000 hectares) in leasehold or reserve for combined minimum total of 191,000 hectares must be identified within the second year after the Trust Effective Date;
- (iv) a minimum of 35% (7,000 hectares) in freehold and 30% (90,000 hectares) in leasehold or reserve for combined minimum total of 288,000 hectares must be identified within the third year after the Trust Effective Date; and
- (v) a minimum of 10% (2,000 hectares) in freehold and 10% (30,000 hectares) in leasehold or reserve for combined minimum total of 320,000 hectares must be identified within the fourth year after the Trust Effective Date.

There is no maximum cap on how much land can be identified by the State in each year. If the State has identified 20,000 hectares of land which is potentially able to be transferred in freehold and 300,000 hectares of land which is potentially able to be reserved or granted in leasehold before the expiry of the periods specified in clauses 7.1(c)(i) to (v) of this Strategy, the State has no obligation to continue identifying land in accordance with this clause 7.1(c), but may do so. This is the case regardless of whether or not the Trustee has agreed to the Allocation of the minimum target percentages of land in accordance with clause 7.2(b) of this Strategy.

## **7.2 Minimum and maximum targets for selection and acceptance by the Trustee from identified land**

- (a) The Trustee must select and accept the Allocation from land identified for Allocation under clause 7.1 of a minimum of 210,000 hectares and up to a maximum of 320,000 hectares of land by the end of the fourth year after the Trust Effective Date for inclusion into the NLE. No further land can be identified for Allocation after the end of the fourth year after the Trust Effective Date.
- (b) A minimum target percentage of land must be selected and accepted by the Trustee for Allocation under this Strategy from land identified for Allocation for each year for the four years after the Trust Effective Date, being:
  - (i) a minimum of 10% (1,000 hectares) in freehold and 15% (30,000 hectares) in leasehold or reserve for combined minimum total of 31,000 hectares must have been accepted by the Trustee for Allocation from land selected for Allocation by

the Trust Effective Date for Allocation after the Trust Effective Date;

- (ii) a minimum of 10% (1,000 hectares) in freehold and 15% (30,000 hectares) in leasehold or reserve for combined minimum total of 62,000 hectares within the first year after the Trust Effective Date;
  - (iii) a minimum of 35% (3,500 hectares) in freehold and 30% (60,000 hectares) in leasehold or reserve for combined minimum total of 125,500 hectares within the second year after the Trust Effective Date;
  - (iv) a minimum of 35% (3,500 hectares) in freehold and 30% (60,000 hectares) in leasehold or reserve for combined minimum total of 189,000 hectares within the third year after the Trust Effective Date; and
  - (v) a minimum of 10% (1,000 hectares) in freehold and 10% (20,000 hectares) in leasehold or reserve for combined minimum total of 210,000 hectares within the fourth year after the Trust Effective Date;
- (c) if the minimum target percentage for Allocation in leasehold or reserve is not met by the Trustee in any period specified in clauses 7.2(b)(i) to (v) of this Strategy, the minimum target amount of leasehold or reserve for the relevant period will be subtracted from the minimum amount that must be transferred by the State in accordance with clause 6(a)(iii) of this Strategy; and
- (d) if the minimum target percentage for Allocation in freehold is not met by the Trustee in any period specified in clauses 7.2(b)(i) to (v) of this Strategy, the minimum target amount of freehold for the relevant period will be subtracted from the minimum amount that must be transferred by the State in accordance with clause 6(a)(iv) of this Strategy.

### **7.3 Other matters**

- (a) If the Trustee requests further freehold grants in accordance with clause 6(c) and (d) of this Strategy, a minimum of 10% of the total amount to be transferred over the 10 year period must be accepted by the Trustee for Allocation each year from land selected for Allocation and if the Trustee does not do so the State does not guarantee that the amounts of land specified in those clauses will be Allocated.
- (b) The land selection schedule can be modified by agreement between the State, in consultation with DoL, and the Trustee in consultation with the Regional Corporations and the Central Services Corporation. A land selection schedule, as modified by agreement, may include Allocation of land after the end of the fifth year after the Trust Effective Date in circumstances where there are compelling reasons why there was a delay in the Allocation of a particular parcel or parcels of land.



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## **8. Implementation Process**

This clause 8 should be read in conjunction with the UCL and UMR Implementation Process Charts.

### **8.1 Initial Identification of UCL and UMR (Boxes 1 – 3, 27 and 28 UCL and UMR Implementation Process Chart)**

- (a) DoL and SWALSC have been, and DoL and the Trustee will continue to be, involved in a process of identification of UCL and UMR, which, if eligible, will be included in the list of land for Allocation.
- (b) Lost Lands that are either UCL or UMR can be considered for identification, selection and assessment. No other Lost Lands, particularly freehold parcels, will be considered.
- (c) Departments and agencies which currently hold management orders over reserves and freehold may identify managed reserves and freehold that may be eligible for inclusion in the list of land for Allocation.
- (d) The State will not take, acquire or purchase any land or any rights in land for Allocation to the NLE.
- (e) All land identified and included in the list must be wholly located within the boundaries of the Settlement Area.
- (f) There is no obligation on the State to include land in the list where, for example:
  - (i) the parcel of land is subject to a lease, a contract or option to sell or lease, or is a Class A Reserve; or
  - (ii) the parcel of land is subject to a Notice of Intention to Take or taken and designated for a public work under section 161 or section 165 of the LAA; or
  - (iii) requirements for land under other State legislation have the effect of excluding the application of the LAA to particular parcels; or
  - (iv) State policy applies, such as for example, the requirement for coastal buffer zones; or
  - (v) preliminary assessment rules out a parcel on the basis of flora conservation plans, forest management programs, physical and legal access, public access requirements, soil erosion and salinity issues and/or geographic constraints.
- (g) These and other matters will be taken into account in compiling the list of land that may be eligible for Allocation. If any UCL and UMR identified for inclusion in the list by SWALSC or the Trustee is not subsequently included in the list, those parcels of significance to the Noongar community may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.

## **8.2 Indicative assessments from DMP and preparation of List of Identified Lands (Boxes 4 and 5 UCL and UMR Implementation Process Chart)**

- (a) Following compilation of a list of potentially eligible land by DoL (taking into account the matters set out at clause 8.1 of this Strategy), DoL will refer this list to DMP for an indicative assessment under section 16(3) of the MA. At this stage DMP may suggest tenure options for land parcels that are more likely than not to receive a final section 16(3) clearance.
- (b) Upon receipt of the indicative assessment under section 16(3) from DMP, DoL will prepare a list of identified lands (**List of Identified Lands**) which will include details of DMP's indicative assessment and preferred tenure type for each parcel. This list will be sent to the Trustee.
- (c) DMP may impose conditions on any proposed Allocation.
- (d) If any parcel of land initially identified by the Trustee is not included in the List of Identified Lands, those parcels of significance to the Noongar community may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.

## **8.3 Selection of land and tenure choice by the Trustee (Boxes 6, 27 and 28 UCL and UMR Implementation Process Chart)**

- (a) Upon receipt of the List of Identified Lands the Trustee must:
  - (i) select parcels from that list that it would like to be included in the NLE, and
  - (ii) specify for each parcel selected the preferred tenure, within the range of tenures indicated by DMP.
- (b) Notice of the selected land and preferred tenures must be provided to DoL by the Trustee within 60 Business Days of its receipt of the List of Identified Lands.

## **8.4 Assessment of Selected Land (Boxes 7 – 10, 27 and 28 UCL and UMR Implementation Process Chart)**

- (a) Upon receipt of the Trustee's selection of parcels and tenure preferences (**Selected Lands**), DoL will commence the following assessment process on the basis of the tenure preferences provided:
  - (i) consultation with local government under section 14 of the LAA including any:
    - A. future proposals for the land;
    - B. proposed planning scheme amendments that may affect the land;
    - C. proposals for future expansions of current reserves etc. that may affect the land;

- D. land management issues such as contamination of which local government is aware; and
  - E. other comments the local government may have on the proposal;
- (ii) consultation with the DoP and DPaW and any other department or agency, as required, including in relation to zoning, future requirements, any interests in the land or protection issues;
- (iii) DoL will request responses from local government and government departments within 40 Business Days from the date it seeks comment under sub-clauses (i) and (ii); and
- (iv) upon receipt of responses from local government and government departments DoL will consider whether parcels continue to be assessed or not.
- (b) If any parcel of land from the Selected Lands is to be removed from the Implementation Process at this point, those parcels of significance to the Noongar community may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.

#### **8.5 DMP s16(3) Clearance (Boxes 11 – 13, 27 and 28 UCL and UMR Implementation Process Chart)**

- (a) Following consultation with State agencies and local government, DoL will refer the Selected Lands to DMP for approval of the Minister for Mines and Petroleum under section 16(3) of the MA ("final section 16(3) clearance").
- (b) DMP may give a final section 16(3) clearance that is different from the earlier indicative assessment, or approval may not be given. If any parcel of land Selected Lands is to be removed from the implementation process at this point, those parcels of significance to the Noongar community may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.
- (c) If the final section 16(3) clearance is given for the Selected Lands to be Allocated in the selected tenure, DMP will register a notation in Tengraph to identify that there is a proposed change of land tenure and DoL will continue on to the final assessment and referrals.

#### **8.6 Final checks and referrals (Boxes 14 – 19, 27 and 28 UCL and UMR Implementation Process Chart)**

- (a) Following a final section 16(3) clearance DoL will undertake further assessment and referrals including:
  - (i) check that there is existing legal access to the land. The State is under no obligation to secure access for land that is land locked;

- (ii) referral to servicing authorities (e.g. Telstra, Western Power, Water Corporation) to find out whether there are services or infrastructure on the land that need protecting, e.g. by way of easement; and
  - (iii) referral for assessment under the Contaminated Sites Act 2003 (WA) for any lots that are proposed to be taken in freehold or leasehold.
- (b) Following these checks and referrals, DoL will collate all of the information and decide whether Allocation can proceed. If any parcel of Selected Lands is to be removed from the Implementation Process at this point, those parcels of significance to the Noongar community may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.

## 8.7 Terms of Allocation (Boxes 20 – 23, 27 and 28 UCL and UMR Implementation Process Chart)

- (a) If the land can be Allocated, DoL will prepare terms of allocation (**Terms of Allocation**) and provide these to the Trustee for acceptance. The Terms of Allocation will include but will not necessarily be limited to:
  - (i) for freehold land – refer to Annexure L to the Settlement Terms (Part A – Deed in relation to Allocation of Freehold Land);
  - (ii) for leasehold land – terms and conditions to be agreed between DoL and the Trustee; and
  - (iii) for reserve purposes and management orders –
    - A. the reserve purpose will be “Noongar Social, Cultural and Economic Benefit” or such other purpose as agreed between the State and the Trustee;
    - B. terms and conditions referred to in Annexure L to the Settlement Terms (Part B – Deed in relation to Management Order for Reserve Land and Annexure A to Management Order for Reserve Land),
 and will further deal with:
    - (iv) existing encumbrances and interests; and
    - (v) any new encumbrances and interests to be created;
- (b) If the Trustee does not accept the Terms of Allocation for a parcel of Selected Lands within 40 Business Days of the Terms of Allocation being given to it, that parcel may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.

## 8.8 Allocation (Boxes 24 – 26 UCL and UMR Implementation Process Chart)

- (a) If the Trustee accepts the Terms of Allocation DoL will:

- (i) arrange to have a survey undertaken as appropriate having regard to the selected tenure;
  - (ii) arrange for creation of a deposited plan and approval of this by Landgate; and
  - (iii) arrange for the land to be quarantined from further dealings pending its transfer to the Land Sub, perhaps by placing Memorials on title under section 17 of the LAA.
- (b) Once the processes above are completed, DoL will refer the land parcels to Landgate's Valuation Services for compulsory valuation before Allocation in accordance with the requirements of the Land Administration Regulations 1998.

## 8.9 Process for execution of documents etc.

Once the processes in clauses 8.1 to 8.8 of this Strategy are completed:

- (a) For freehold land, DoL will prepare and submit to the Trustee the following documents:
- (i) a Deed in relation to Allocation of Freehold Land reflecting the Terms of Allocation;
  - (ii) a transfer of land document; and
  - (iii) any ancillary documents such as easements and restrictive covenants,
- and the Trustee must cause the Land Sub to execute and return these documents to DoL within 40 Business Days of their receipt (which timeframe may be extended by mutual agreement of the State and the Trustee in writing). DoL will then arrange for execution of these documents by the Minister for Lands, have the documents stamped if necessary, and make all reasonable endeavours to lodge the transfer of land document for registration at Landgate within 40 business days of receiving all relevant executed documents from the Trustee, or as soon as reasonably practicable thereafter.
- (b) Where the Trustee fails to cause the Land Sub to execute and return the documents to DoL within this timeframe (as extended as the case may be) the State will provide the Trustee with a written notice of that fact and will provide the Trustee with a further 40 Business Days to cause the Land Sub to return the duly executed documents to DoL. If the Trustee fails to cause the Land Sub to return the duly executed documents to DoL within this further 40 Business Day period:
- (i) the State will no longer be under any obligation to quarantine the land from future dealings; and
  - (ii) the State is under no obligation to ensure the land remains available for Allocation to the Land Sub; and
  - (iii) the land will be deducted from the Minimum Identified Amount;



- (c) For leasehold land, DoL will prepare and submit to the Trustee a deed of lease reflecting the Terms of Allocation. The Trustee must cause the Land Sub to execute and return the deed of lease to DoL within 40 Business Days of its receipt (which timeframe may be extended by mutual agreement of the State and the Trustee in writing). DoL will then arrange for execution of the deed of lease by the Minister for Lands, have it stamped if necessary, and submit it to Landgate for registration.
- (d) Where the Trustee fails to cause the Land Sub to execute and return the deed of lease to DoL within this timeframe (as extended as the case may be) the State will provide the Trustee with a written notice of that fact and will provide the Trustee with a further 40 Business Days to cause the Land Sub to return the duly executed deed of lease to DoL. If the Trustee fails to cause the Land Sub to return the duly executed deed of lease to DoL within this further 40 Business Day period:
  - (i) the State will no longer be under any obligation to quarantine the land from future dealings; and
  - (ii) the State is under no obligation to ensure the land remains available for Allocation to the Land Sub; and
  - (iii) the land will be deducted from the Minimum Identified Amount.
- (e) For reserves and Management Orders, DoL will prepare and submit to the Trustee the following documents:
  - (i) a Deed in relation to Management Order for Reserve Land reflecting the Terms of Allocation; and
  - (ii) a Management Order with Annexure A to Management Order for Reserve Land reflecting the Terms of Allocation.
- (f) The Trustee must cause the Land Sub to execute and return the documents to DoL within 40 Business Days of its receipt (which time may be extended by mutual agreement of the State and the Trustee in writing). DoL will then arrange for the execution of the documents by the Minister for Lands, have them stamped if necessary, and submit all registrable documents to Landgate for registration.
- (g) Where the Trustee fails to cause the Land Sub to execute and return the documents to DoL within this timeframe (as extended as the case may be) the State will provide the Trustee with a written notice of the fact and will provide the Trustee with a further 40 Business Days to cause the Land Sub to return the duly executed documents to DoL. If the Trustee fails to cause the Land Sub to return the duly executed documents to DoL within this further 40 Business Day period:
  - (i) the State will no longer be under any obligation to quarantine the land from future dealings;
  - (ii) the State is under no obligation to ensure the land remains available for Allocation to the Land Sub; and
  - (iii) the land will be deducted from the Minimum Identified Amount.

### **8.10 If target reached early**

If the total Allocated hectarage reaches the maximum of 300,000 ha of reserve land and 20,000 hectares of freehold land sooner than the end of the fifth year after the Trust Effective Date then the land identification and Allocation process will cease at the time the maximum figure is achieved.

---

## **9. ALT and other State freehold**

- (a) This section should be read in conjunction with the Freehold Implementation Process Chart.
- (b) The State must, upon request from the Trustee, Allocate all ALT freehold land (not subject to a lease, a contract or option to sell) and other freehold land (if any) identified for inclusion in the NLE by departments or agencies that is suitable for Allocation within the five year period after the Trust Effective Date.
- (c) All ALT freehold land that is Allocated and other freehold land identified by departments or agencies that is suitable for Allocation is to be counted as part of the NLE for the purposes of clause 6(a) of this Strategy.
- (d) Freehold land including ALT freehold land will usually be Allocated in freehold.
- (e) Departments and agencies will prepare terms of Allocation for submission to the Trustee.

---

## **10. ALT and other Managed Reserves**

- (a) This section should be read in conjunction with the Managed Reserves Implementation Process Chart and the UCL and UMR Implementation Process Chart.
- (b) As specified in clause 8.1 of this Strategy, departments and agencies which currently hold management orders over reserves will identify managed reserves that may be eligible for inclusion in the list of land for Allocation. All managed reserves that are identified by departments or agencies that are suitable for Allocation are to be counted as part of the NLE for the purposes of clause 6(a) of this Strategy (Boxes 1 and 2 Managed Reserves Implementation Process Chart).
- (c) If:
  - (i) the Trustee requests the land in a higher tenure (eg freehold);
  - (ii) the Trustee requests the power to lease or to licence and this was not formerly a condition of the management order for the reserve;
  - (iii) there is a change in the proposed purpose of the reserve; or
  - (iv) the reserve was formerly for a fixed term but it is proposed to become a reserve in perpetuity,

then the reserve will require a section 16(3) indicative assessment (Box 5 Managed Reserves Implementation Process Chart) and will thereafter follow the UCL and UMR Implementation Process Chart from Box 4a of that Chart and clauses 8.2 to 8.9 of this Strategy.

- (d) All managed reserves to which clause 10(c) of this Strategy does not apply, will be referred to local government for comment on the change of management, and to servicing authorities (e.g. Telstra, Western Power, Water Corporation) to find out whether there are services or infrastructure on the land that need protecting (Box 6 Managed Reserves Implementation Process Chart). If any managed reserves selected by the Trustee are to be removed from the Implementation Process at this point, those parcels that are of significance to the Noongar community may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.
- (e) If Allocation can proceed, DoL will prepare Terms of Allocation, and provide these to the Trustee for acceptance in accordance with clause 8.7 of this Strategy.
- (f) If the Trustee does not accept the Terms of Allocation, that reserve may be referred to the Priority Land Meeting in accordance with clause 5.2(d) of this Strategy and dealt with accordingly.
- (g) If the Trustee accepts the Terms of Allocation, Allocation will proceed as set out in clauses 8.8 and 8.9 of this Strategy (Boxes 13, 14 and 15 Managed Reserves Implementation Process Chart).

---

## **11. Land remains available for acceptance after initial rejection**

UCL, UMR, ALT Managed Reserve and ALT freehold land initially rejected by the Trustee may remain available for acceptance until the end of the fourth year after the Trust Effective Date provided that if:

- (a) an expression of interest in the UCL or UMR land is received by DoL from a party other than the Trustee;
- (b) an expression of interest in the ALT Managed Reserve or ALT freehold land is received by the ALT from a party other than the Trustee; or
- (c) any State department or agency requires use of the land for any purpose inconsistent with Allocation,

DoL or the ALT, as the case may be, will give notice to the Trustee of that fact. The Trustee must request Allocation of the land to the Land Sub within 30 Business Days of receiving the notice from DoL if the land is required for the NLE. If the Trustee again rejects the land or does not respond within that 30 Business Day period DoL or the ALT, as the case may be, may deal with the relevant land without further reference to the Trustee and it will no longer be available for Allocation.

---

## **12. Land Costs**

- (a) At the time of the first Allocation of a land parcel to the Land Sub:

- (i) the State will meet the State Transaction Costs; and
  - (ii) the Trustee will meet the Trust Transaction Costs.
- (b) Where land is to be converted to freehold tenure under clause 6(c) and 6(d) of this Strategy, the Trustee must pay both the State Transaction Costs and the Trust Transaction Costs.
- (c) Where the Trustee wishes to convert further land to freehold tenure, beyond the cap and timeframes identified in clause 6(c) and 6(d) of this Strategy, the Trustee must pay all of the costs associated with the conversion to freehold including the State Transaction Costs, the Trust Transaction Costs and any purchase price of the land.

---

### **13. Deemed delivery of documents**

Where in this Strategy, reference is made to one Party delivering or submitting documents to another Party any such documents will be deemed to have been received:

- (a) in the case of delivery in person, when delivered; and
- (b) in the case of delivery by post, 2 Business Days after the date of posting.

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### **14. SWALSC to fulfil role of Trustee**

Pending declaration of the Trust pursuant to clause 2 of the Settlement Terms, SWALSC must perform the role of the Trustee referred to in this Strategy in the selection of land for Allocation.

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### **15. Land previously selected for Allocation**

Annexure X to the Settlement Terms contains a list of land that has been selected by the Native Title Agreement Groups (through SWALSC) for Allocation prior to the Execution Date for Allocation after the Trust Effective Date. This land will be deducted from land that must be accepted by the Trustee for Allocation under clause 7.2(b)(i) and is to be counted as part of the NLE for the purposes of clause 6(a) of this Strategy.

---

### **16. Land taken "as is"**

Land will be Allocated in its available state ("as is") including:

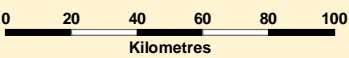
- (a) subject to any existing positive or restrictive covenants, interests and easements and other encumbrances;
- (b) the State cannot guarantee the land will be free from contamination;
- (c) the State does not guarantee that the land is otherwise fit for purpose;
- (d) in relation to any fixtures on the land, the State will require the Trustee to indemnify the State in relation to any liability arising from the existence of fixtures on the land.

# SOUTH WEST SETTLEMENT AGREEMENTS

WITH REGIONAL DEVELOPMENT COMMISSION AND LOCAL GOVERNMENT BOUNDARIES

**LEGEND**

- Ballardong People Agreement Area
- Gnaala Karla Booja Agreement Area
- South West Boorah #2 Agreement Area
- Wagyl Kaip Agreement Area
- Whadjuk People Agreement Area
- Yued Agreement Area
- LGA Boundary
- Regional Development Commission Boundaries
  - Goldfields
  - Great Southern
  - Mid West
  - Peel
  - Perth
  - South West
  - Wheatbelt
- Town



**DATA SOURCES**  
Cadastral and Tenure information sourced from Landgate Spatial Cadastral Database (SCDB).  
Administrative boundaries are sourced from the Landgate Administrative Boundaries Dataset.  
Topographical data sourced from the PSMA Dataset.  
Road names sourced from Landgate Road Centreline Dataset.  
Coastlines and shorelines are interpreted from aerial photography or recorded from ground surveys.  
Local Authorities terminate at Low Water Mark (LWM) unless otherwise specified.  
Pastoral Leases terminate 40 metres above High Water Mark (HWM) unless otherwise specified.  
Islands shown are Unallocated Crown Land (UCL) unless otherwise specified.  
Regional Development Commission Boundaries information sourced from Department of Regional Development and digitised from the SCDB as at 1 May 2015.



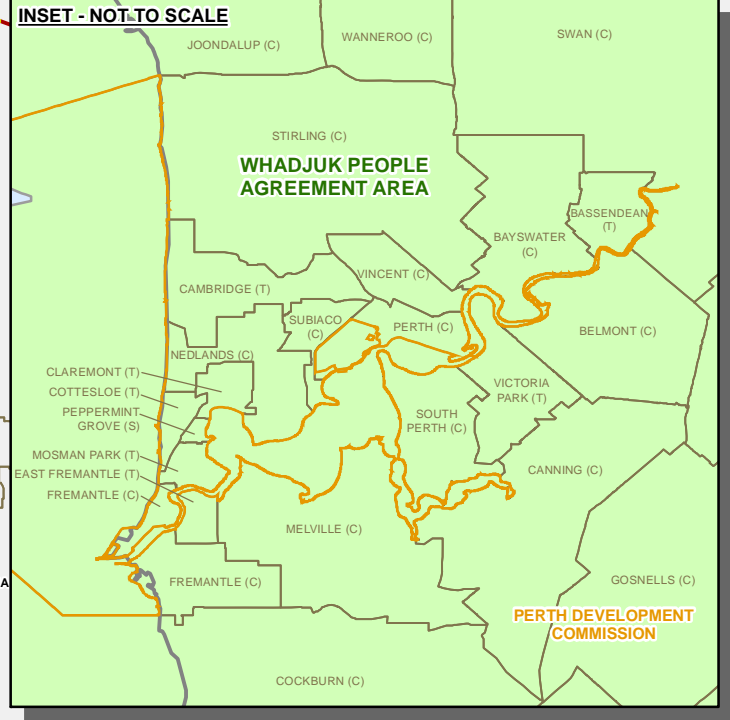
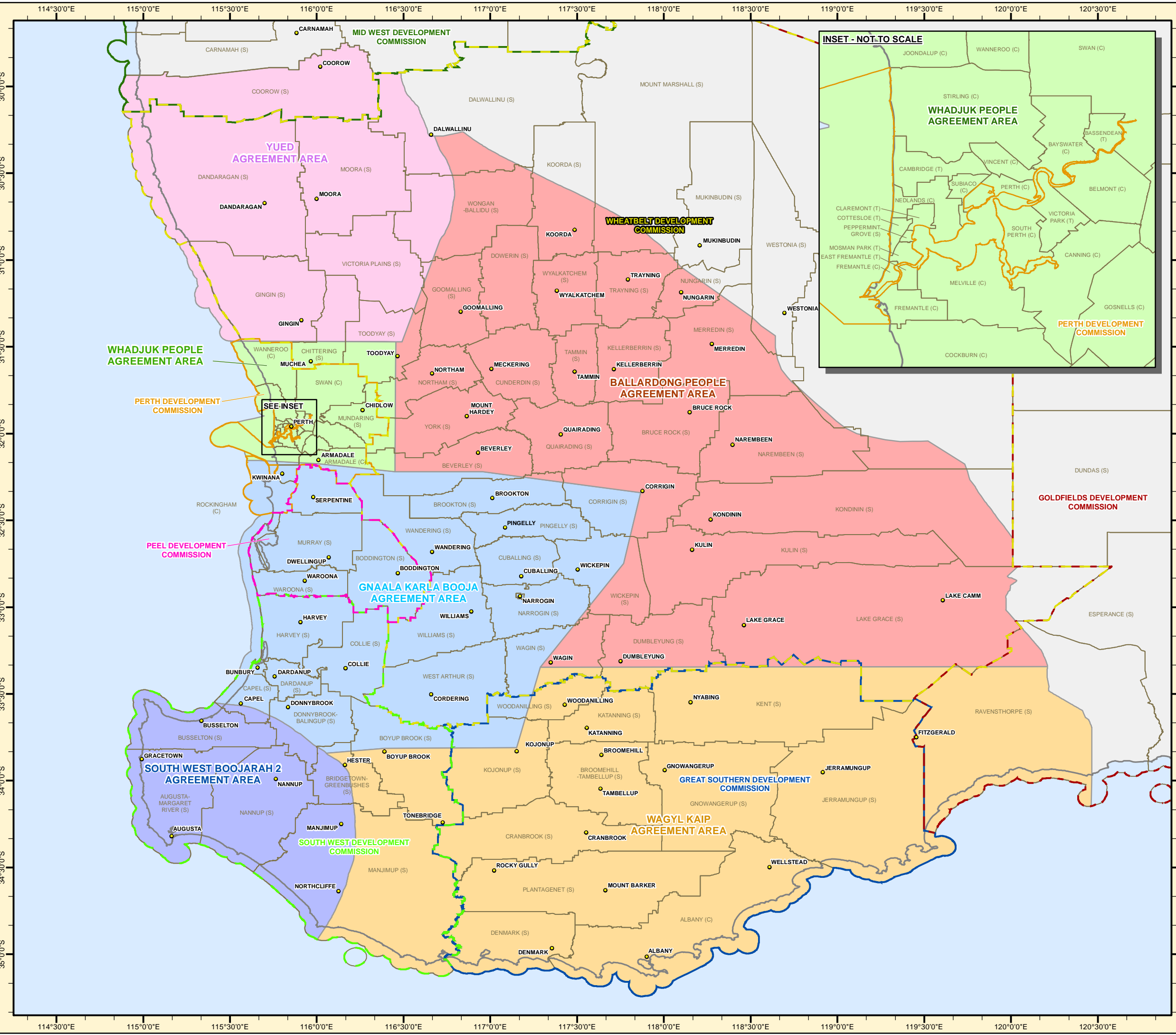
**DISCLAIMER**  
For informational purposes only. This map is a pictorial representation of data extracted from Landgate Datasets and is intended to be an overview of general geospatial information.  
Waterlines shown on this map do not necessarily depict an exact cadastral boundary.  
Native title application boundaries interpolated from descriptions held by the National Native Title Tribunal (NNTT) and Federal Court.  
Reference should be made to the NNTT for confirmation of this boundary for any legal purposes.  
In the event of any discrepancy between the written application boundary description and the areas depicted on this map the written description shall take preference as the maps and/or enlargements are indicative only.

**GRAPHIC SERVICES**  
PRODUCED: 08/02/2017

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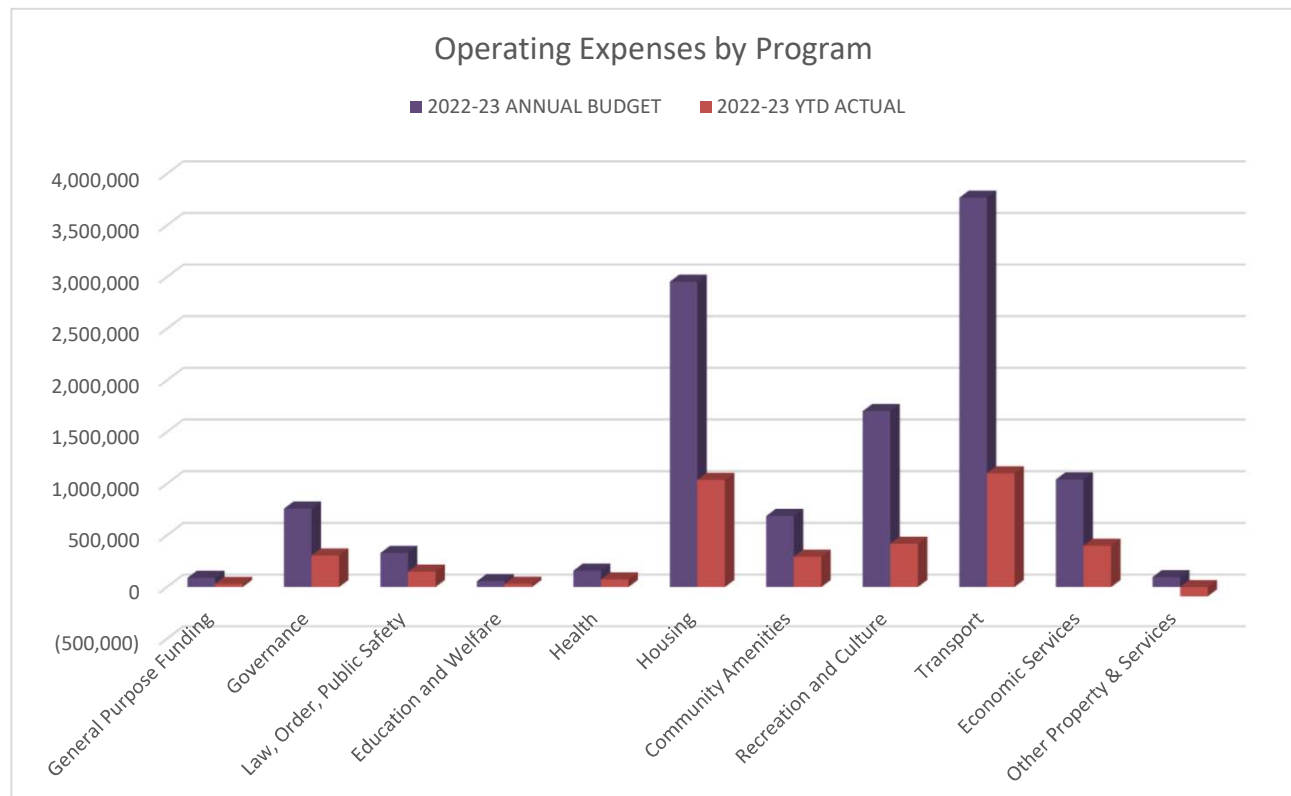
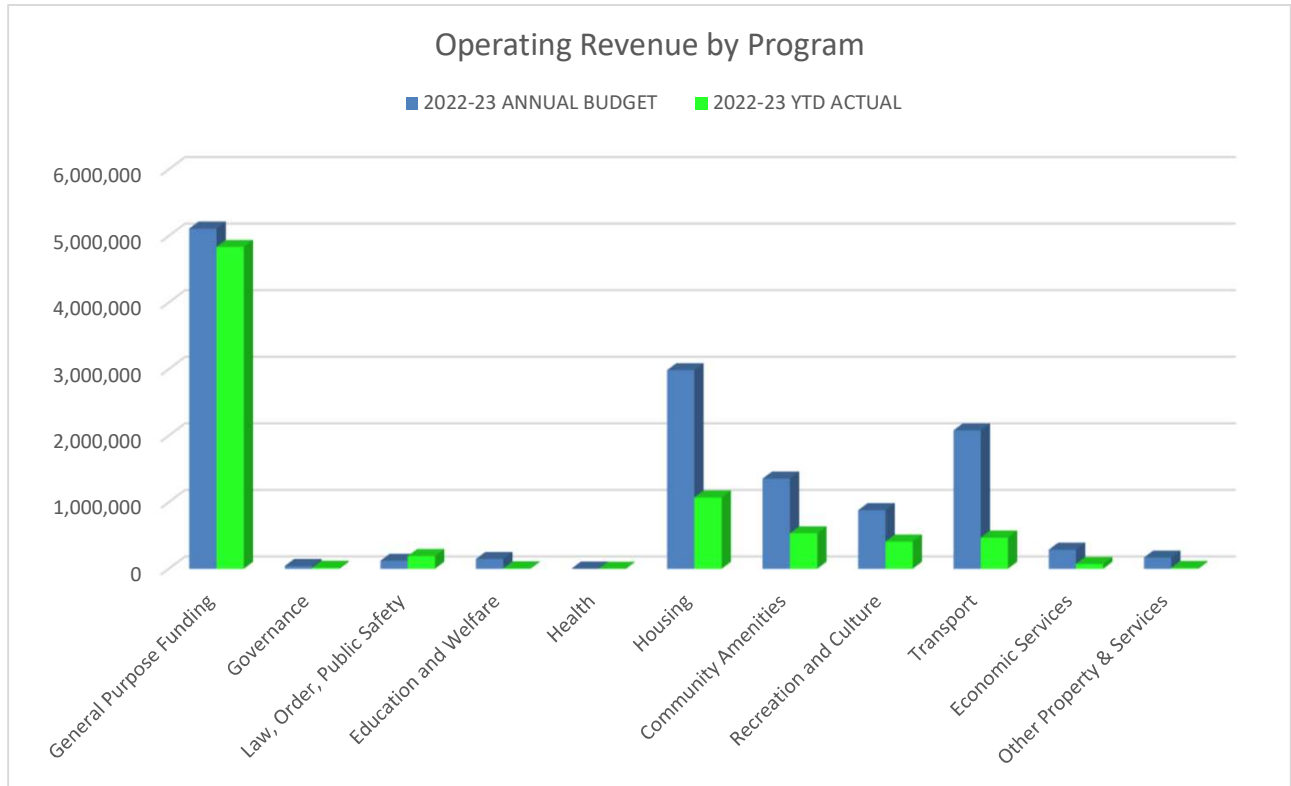
# MONTHLY FINANCIAL REPORT

**30 NOVEMBER 2022**

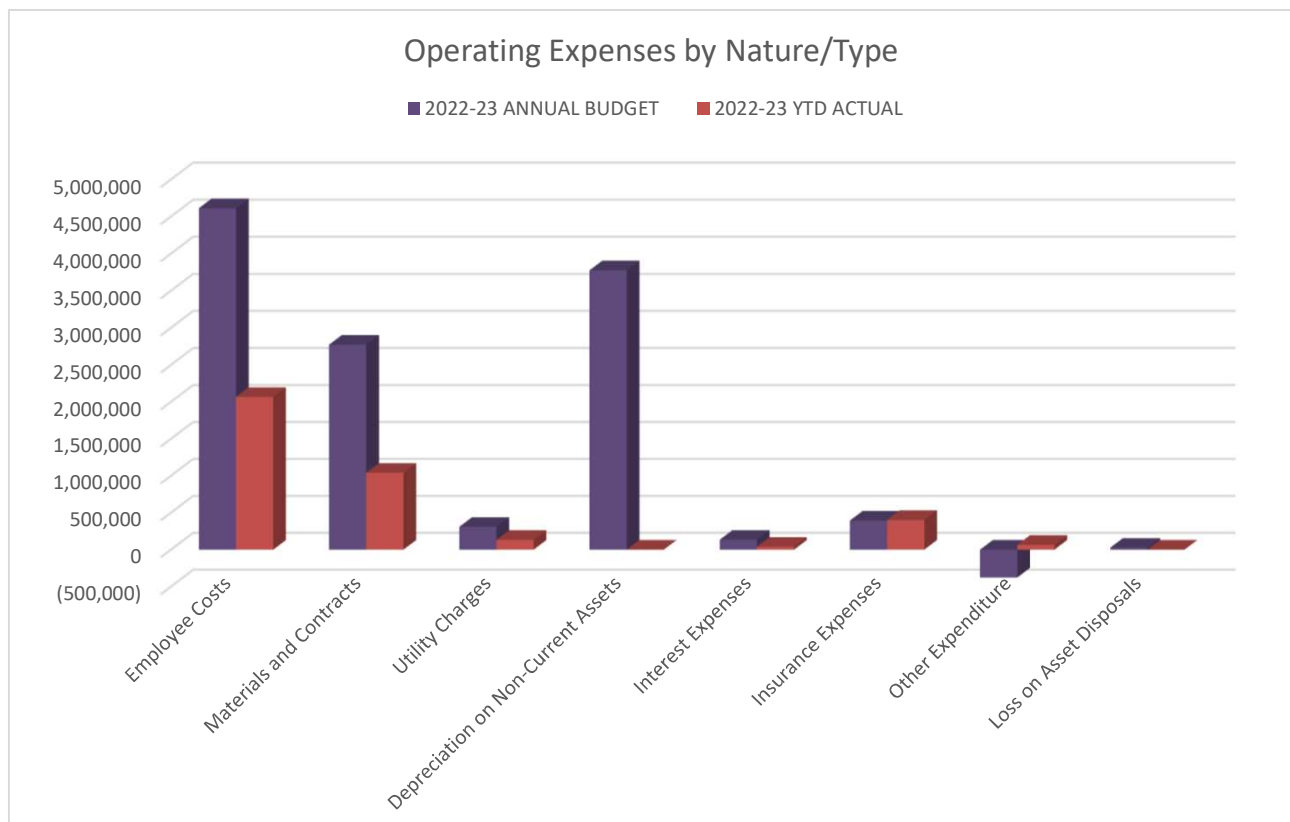
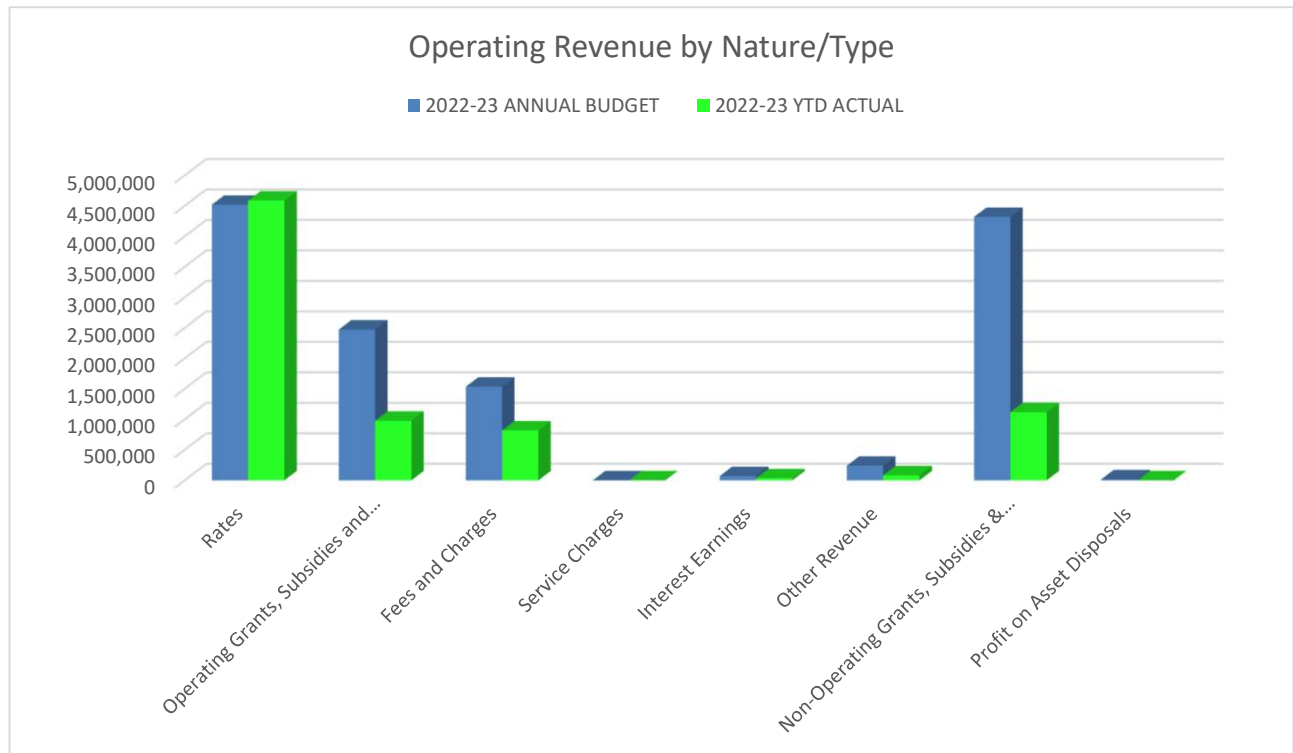
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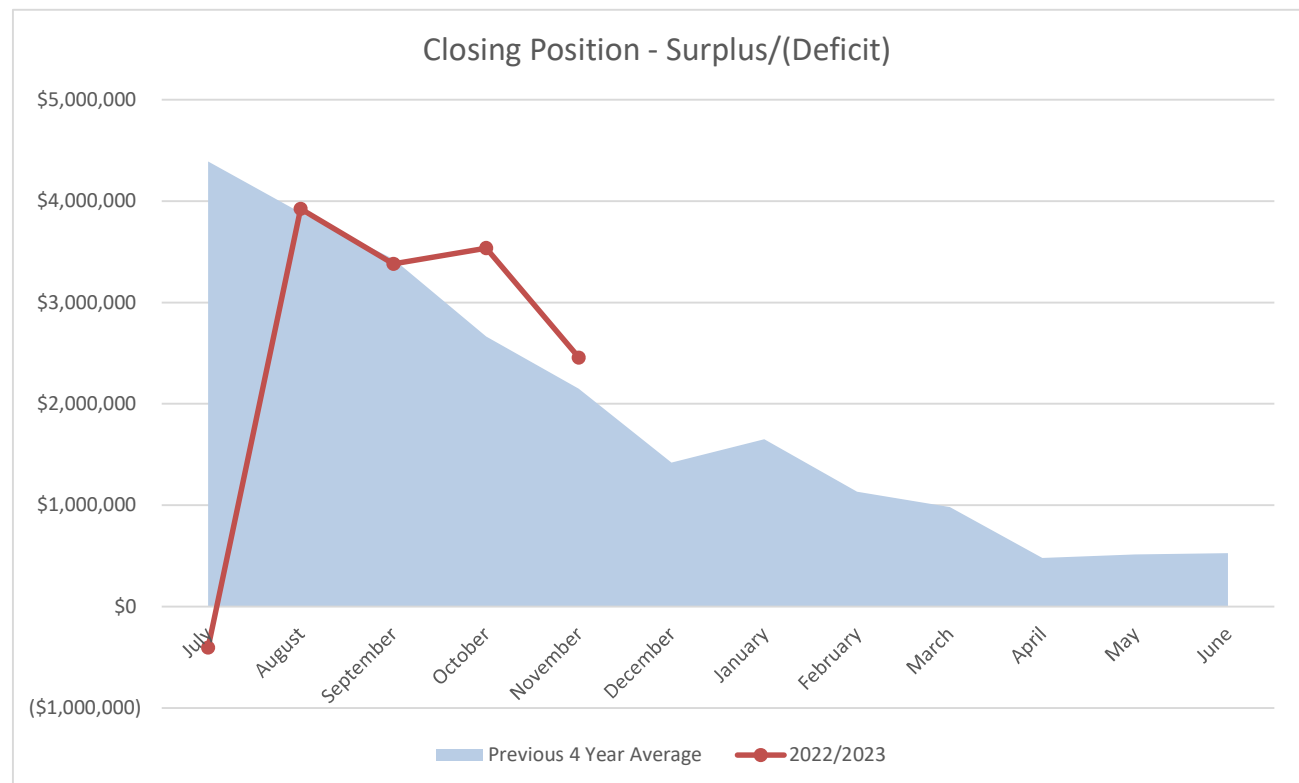
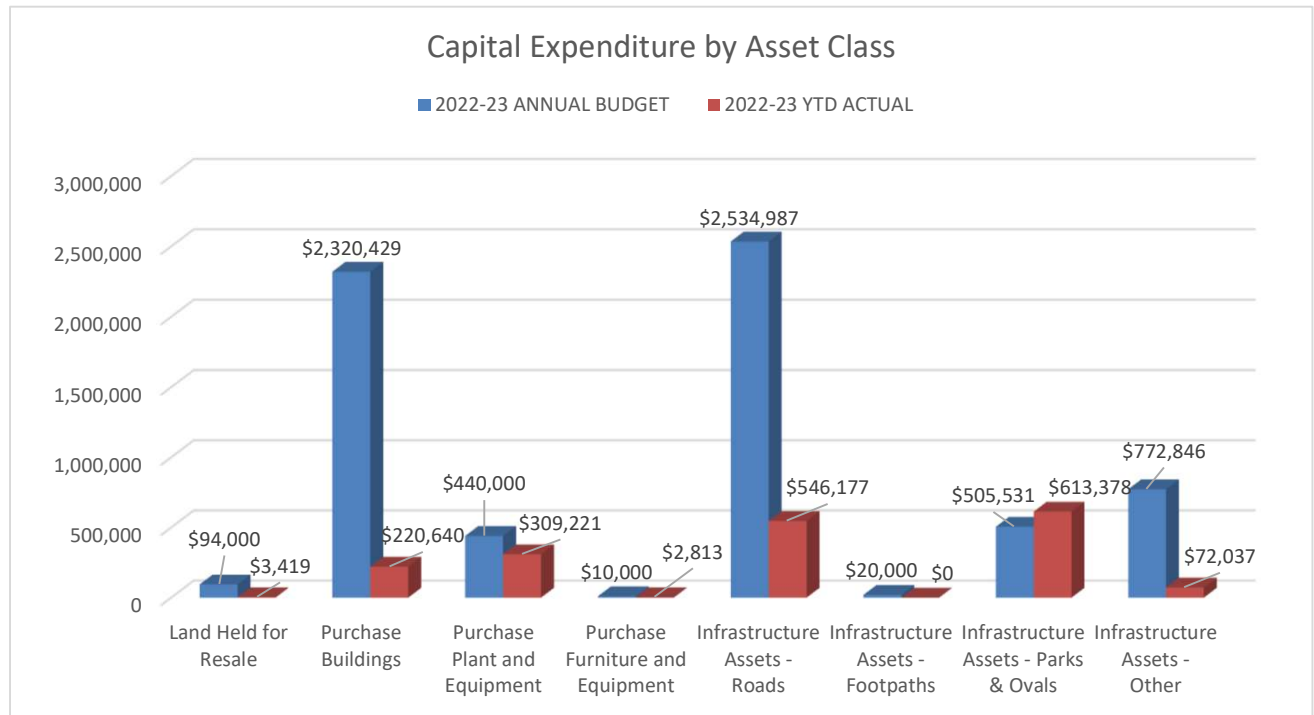
**SHIRE OF KOJONUP  
EXECUTIVE SUMMARY  
FOR THE PERIOD ENDING 30 NOVEMBER 2022**



**SHIRE OF KOJONUP  
EXECUTIVE SUMMARY  
FOR THE PERIOD ENDING 30 NOVEMBER 2022**



# SHIRE OF KOJONUP EXECUTIVE SUMMARY FOR THE PERIOD ENDING 30 NOVEMBER 2022



**SHIRE OF KOJONUP**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET	2022-23 YTD ACTUAL	VARIANCE
<b>EXPENDITURE (Excluding Finance Costs)</b>	\$	\$	\$	
General Purpose Funding	(90,205)	(38,293)	(30,450)	-20%
Governance	(758,604)	(358,582)	(304,929)	-15%
Law, Order, Public Safety	(330,006)	(139,962)	(149,091)	7%
Education and Welfare	(56,340)	(25,081)	(31,069)	24%
Health	(156,500)	(66,073)	(72,326)	9%
Housing	(2,910,083)	(1,263,997)	(1,020,586)	-19%
Community Amenities	(687,807)	(287,520)	(293,089)	2%
Recreation and Culture	(1,631,970)	(701,995)	(397,282)	-43%
Transport	(3,766,062)	(1,585,920)	(1,099,138)	-31%
Economic Services	(1,026,359)	(444,220)	(399,428)	-10%
Other Property and Services	(70,200)	(102,261)	89,950	-188%
<b>Operating Expenses</b>	<b>(11,484,136)</b>	<b>(5,013,903)</b>	<b>(3,707,437)</b>	
<b>REVENUE</b>				
General Purpose Funding	5,111,371	4,813,619	4,834,370	0%
Governance	35,300	14,708	16,350	11%
Law, Order, Public Safety	104,150	49,187	190,572	287%
Education and Welfare	39,984	1,333	5,545	316%
Health	2,200	917	939	2%
Housing	2,522,000	1,049,125	1,072,215	2%
Community Amenities	399,320	320,325	298,247	-7%
Recreation and Culture	106,295	12,091	(4,385)	-136%
Transport	178,000	163,200	(682)	-100%
Economic Services	182,332	75,969	70,819	-7%
Other Property & Services	159,501	66,456	13,734	-79%
<b>Operating Revenue</b>	<b>8,840,453</b>	<b>6,566,929</b>	<b>6,497,725</b>	
<i>Sub-total</i>	<i>(2,643,683)</i>	<i>1,553,026</i>	<i>2,790,288</i>	
<b>FINANCE COSTS (INTEREST)</b>				
Health	(2,100)	(1,068)	(1,068)	0%
Housing	(45,063)	(15,336)	(15,335)	0%
Recreation & Culture	(70,075)	(22,393)	(21,676)	-3%
Transport	(1,669)	(1,032)	(1,033)	0%
Economic Services	(14,811)	0	0	0%
Other Property & Services	0	0	0	0%
<b>Total Finance Costs</b>	<b>(133,718)</b>	<b>(39,829)</b>	<b>(39,111)</b>	
<b>NON-OPERATING REVENUE</b>				
Law, Order & Public Safety	16,000	0	0	0%
Education & Welfare	107,000	0	0	0%
Housing	461,900	281,900	0	-100%
Community Amenities	955,685	0	234,705	0%
Recreation & Culture	774,005	0	413,707	0%
Transport	1,901,316	602,212	468,884	-22%
Economic Services	103,806	0	0	0%
<b>Total Non-Operating Revenue</b>	<b>4,319,712</b>	<b>884,112</b>	<b>1,117,296</b>	
<b>PROFIT/(LOSS) ON SALE OF ASSETS</b>				
Governance Profit	7,000		0	0%
Other Property & Services - Loss	(26,000)	0	0	0%
Other Property & Services - Profit	9,000	0	0	0%
<b>Total Profit/(Loss)</b>	<b>(10,000)</b>	<b>0</b>	<b>0</b>	
<b>NET RESULT</b>	<b>1,532,311</b>	<b>2,397,309</b>	<b>3,868,473</b>	
Changes in Revaluation Surplus			0	
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>1,532,311</b>	<b>2,397,309</b>	<b>3,868,473</b>	

**"Traffic Lights" Colour Coding:**

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

**Revenue:**

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

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

**Expenditure:**

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

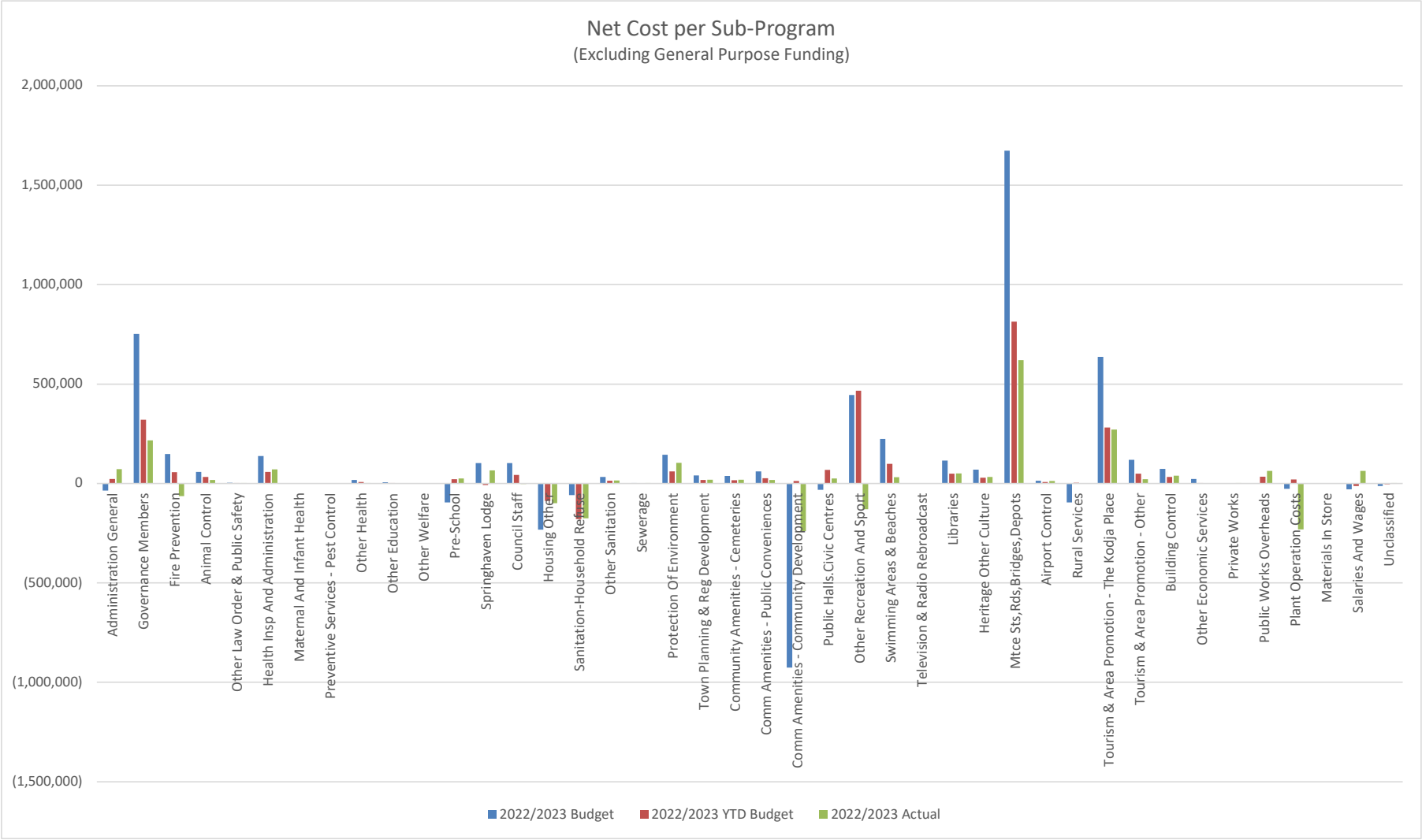
Red = Variance between Actual Expenditure and Year-to-Date budget is greater than 10% (higher)





**SHIRE OF KOJONUP**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE/TYPE**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET	2022-23 YTD ACTUAL	VARIANCE
<b>Expenses</b>				
Employee Costs	(4,612,337)	(1,921,730)	(2,067,258)	8%
Materials and Contracts	(2,771,887)	(1,154,907)	(1,041,298)	-10%
Utility Charges	(308,791)	(128,658)	(131,992)	3%
Depreciation on Non-Current Assets	(3,774,415)	(1,572,610)	0	-100%
Interest Expenses	(133,718)	(39,829)	(39,111)	-2%
Insurance Expenses	(393,812)	(393,812)	(401,742)	2%
Other Expenditure	377,106	157,814	(65,147)	-141%
	(11,617,854)	(5,053,732)	(3,746,548)	
<b>Revenue</b>				
Rates	4,520,422	4,520,480	4,587,181	1%
Operating Grants, Subsidies and Contributions	2,472,655	1,128,008	976,434	-13%
Fees and Charges	1,536,186	790,750	817,677	3%
Service Charges	0	0	0	0%
Interest Earnings	71,019	29,590	34,908	18%
Other Revenue	240,171	98,101	81,525	-17%
	8,840,453	6,566,929	6,497,725	
	(2,777,401)	1,513,197	2,751,177	
Non-Operating Grants, Subsidies & Contributions	4,319,712	884,112	1,117,296	26%
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0	0	0%
Profit on Asset Disposals	16,000	0	0	0%
Loss on Asset Disposals	(26,000)	0	0	0%
	4,309,712	884,112	1,117,296	
<b>Net Result</b>	<b>1,532,311</b>	<b>2,397,309</b>	<b>3,868,473</b>	
<b>Other Comprehensive Income</b>				
Changes on revaluation of non-current assets	0	0	0	
<b>Total Other Comprehensive Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>1,532,311</b>	<b>2,397,309</b>	<b>3,868,473</b>	



**SHIRE OF KOJONUP**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

	Note	2021-22 ACTUAL \$	2022-23 ACTUAL \$	Variance \$
<b>Current assets</b>				
Unrestricted Cash & Cash Equivalents		1,480,770	3,444,011	1,963,241
Restricted Cash & Cash Equivalents		4,019,914	3,780,897	-239,017
Trade and other receivables		762,987	1,264,362	501,375
ATO Receivables		87,441	-83,958	-171,399
Inventories		20,905	75,755	54,849
Land Held for Resale		151,000	154,419	3,419
<b>Total current assets</b>		<b>6,523,017</b>	<b>8,635,485</b>	<b>2,112,468</b>
<b>Non-current assets</b>				
Trade and other receivables		96,883	96,883	0
LG House Unit Trust		97,255	97,255	0
Land Held for Resale		0	0	0
Land		2,348,500	2,348,500	0
Buildings		27,975,493	28,196,133	220,640
Furniture & Equipment		368,455	399,627	31,172
Plant & Equipment		4,088,922	4,329,650	240,728
Tools		1,673	1,673	0
Roads Infrastructure		93,409,952	94,089,843	679,891
Kerbing Infrastructure		2,684,095	2,684,095	0
Drainage Infrastructure		11,492,499	11,492,499	0
Bridges Infrastructure		5,793,354	5,793,354	0
Footpaths Infrastructure		1,110,450	1,110,450	0
Parks Infrastructure		2,041,885	2,407,049	365,164
Other Infrastructure		5,783,894	5,971,201	187,307
Infrastructure Assets		0	0	0
<b>Total non-current assets</b>		<b>157,293,309</b>	<b>159,018,211</b>	<b>1,724,902</b>
<b>Total assets</b>		<b>163,816,327</b>	<b>167,653,696</b>	<b>3,837,370</b>
<b>Current liabilities</b>				
Trade and other payables		2,971,529	3,167,567	-196,038
ATO Liabilities		79,567	0	79,567
Contracts Liability		1,049,303	1,049,303	0
Interest-bearing loans and borrowings		413,134	265,559	147,575
Provisions		731,667	731,667	0
<b>Total current liabilities</b>		<b>5,245,200</b>	<b>5,214,096</b>	<b>31,103</b>
<b>Non-current liabilities</b>				
Interest-bearing loans and borrowings		4,835,980	4,835,980	0
Non-Current Payables		0	0	0
Provisions		102,397	102,397	0
<b>Total non-current liabilities</b>		<b>4,938,378</b>	<b>4,938,378</b>	<b>0</b>
<b>Total liabilities</b>		<b>10,183,577</b>	<b>10,152,474</b>	<b>31,103</b>
<b>Net assets</b>		<b>153,632,749</b>	<b>157,501,222</b>	<b>3,868,473</b>
<b>Equity</b>				
Retained surplus		62,533,169	62,772,187	239,018
Net Result		0	3,868,473	3,868,473
Reserve - asset revaluation		87,079,665	87,079,665	0
Reserve - Cash backed		4,019,915	3,780,897	-239,017
<b>Total equity</b>		<b>153,632,749</b>	<b>157,501,222</b>	<b>3,868,473</b>

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

**SHIRE OF KOJONUP**  
**STATEMENT OF FINANCIAL ACTIVITY BY NATURE**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET (a)	2022-23 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VAR
<b>OPERATING REVENUE</b>	\$	\$	\$			
Rates	4,520,422	4,520,480	4,587,181	66,701	Within Threshold	
Operating Grants and Subsidies	2,472,655	1,128,008	976,434	(151,574)	(13.44%)	▼
Fees and Charges	1,536,186	790,750	817,677	26,926	Within Threshold	
Interest Earnings	71,019	29,590	34,908	Within Threshold	17.97%	
Profit on Asset Disposal	16,000	0	0	Within Threshold	0.00%	
Other Revenue	240,171	98,101	81,525	(16,576)	(16.90%)	▼
	<b>8,856,453</b>	<b>6,566,929</b>	<b>6,497,725</b>			
<b>LESS OPERATING EXPENDITURE</b>						
Employee Costs	(4,612,337)	(1,921,730)	(2,067,258)	(145,528)	Within Threshold	
Materials & Contracts	(2,771,887)	(1,154,907)	(1,036,057)	118,850	(10.29%)	▲
Utilities	(308,791)	(128,658)	(131,992)	Within Threshold	Within Threshold	
Depreciation on Non-Current Assets	(3,774,415)	(1,572,610)	0	1,572,610	100.00%	▲
Interest Expense	(133,718)	(39,829)	(39,111)	Within Threshold	Within Threshold	
Insurances	(393,812)	(393,812)	(401,742)	Within Threshold	Within Threshold	
Loss on Asset Disposal	(26,000)	0	0	Within Threshold	0.00%	
Other Expenditure	377,106	157,814	(70,388)	(228,202)	(144.60%)	
	<b>(11,643,854)</b>	<b>(5,053,733)</b>	<b>(3,746,548)</b>			
<i>Increase(Decrease)</i>	<b>(2,787,401)</b>	<b>1,513,197</b>	<b>2,751,177</b>			
<b>ADD</b>						
Movement in Employee Benefits (Non-current)	0		0	Within Threshold	0.00%	
Movement in Employee Benefits (Current)	0		0	Within Threshold	0.00%	
Movement in Doubtful Debt Provision	2,000	0	0	Within Threshold	0.00%	
Profit on the disposal of assets	(16,000)	0	0	Within Threshold	0.00%	
Loss on the disposal of assets	26,000	0	0	Within Threshold	0.00%	
Depreciation Written Back	3,774,415	1,572,610	0	(1,572,610)	(100.00%)	▼
	<b>3,786,415</b>	<b>1,572,610</b>	<b>0</b>			
<i>Sub Total</i>	<b>999,014</b>	<b>3,085,807</b>	<b>2,751,177</b>			
<b>INVESTING ACTIVITIES</b>						
Land Held for Resale	(94,000)	(94,000)	(3,419)	90,581	(96.36%)	
Purchase Buildings	(2,320,429)	(261,293)	(220,640)	40,653	(15.56%)	
Purchase Plant and Equipment	(440,000)	(60,000)	(309,221)	(249,221)	415.37%	
Purchase Furniture and Equipment	(10,000)	(10,000)	(2,813)	Within Threshold	(71.87%)	
Infrastructure Assets - Roads	(2,534,987)	(286,429)	(546,177)	(259,748)	90.68%	
Infrastructure Assets - Footpaths	(20,000)	(20,000)	0	20,000	(100.00%)	
Infrastructure Assets - Parks & Ovals	(505,531)	(6,000)	(613,378)	(607,378)	10122.97%	
Infrastructure Assets - Other	(772,846)	(71,000)	(72,037)	Within Threshold	Within Threshold	
Proceeds from Sale of Assets	72,000	0	39,364	39,364	0.00%	
Contributions for the Development of Assets	4,319,712	884,112	1,117,296	233,184	26.37%	▲
	<b>(2,306,081)</b>	<b>75,390</b>	<b>(611,025)</b>			
<b>FINANCING ACTIVITIES</b>						
Repayment of Debt - Loan Principal	(413,134)	(152,394)	(147,575)	Within Threshold	Within Threshold	
Loans Raised	600,000	600,000	0	(600,000)	(100.00%)	▼
Transfer to Springhaven Reserves	0	0	0	Within Threshold	0.00%	
Transfer from Springhaven Reserves	0	0	(250,000)	(250,000)	0.00%	
Transfer from Reserves	759,623	0	250,000	250,000	0.00%	
Transfer to Reserves	(114,867)	0	(10,983)	(10,983)	0.00%	
	<b>831,622</b>	<b>447,606</b>	<b>(158,558)</b>			
Plus Rounding						
<i>Sub Total</i>	<b>(475,445)</b>	<b>3,608,803</b>	<b>1,981,595</b>			
<b>FUNDING FROM</b>						
Estimated Opening Surplus at 1 July	475,454	475,454	475,454	Within Threshold	Within Threshold	
Closing Funds	0	0	0			
	<b>475,454</b>	<b>475,454</b>	<b>475,454</b>			
<b>NET SURPLUS/(DEFICIT)</b>	<b>9</b>	<b>4,084,257</b>	<b>2,457,049</b>			

**SHIRE OF KOJONUP**  
**SUMMARISED NET CURRENT POSITION**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

	<b>ACTUAL 30 JUNE 2022</b>	<b>ACTUAL YTD</b>
Cash - Unrestricted	\$1,480,770	\$3,444,011
Cash - Restricted General	\$0	\$0
Cash - Restricted Reserves	\$4,019,914	\$3,780,897
Accounts Receivable - Rates	\$366,677	\$1,001,065
Accounts Receivable - Sundry	\$313,510	\$97,312
GST Receivable	\$7,874	\$82,027
Inventories	\$20,905	\$75,755
Land held for Resale	\$579,045	\$154,419
Loans - Clubs	\$0	\$0
<b>CURRENT ASSETS</b>	<b>\$6,788,695</b>	<b>\$8,635,485</b>
<b>LESS: CURRENT LIABILITIES</b>		
Payables	(\$655,439)	(\$898,295)
ATO Liabilities	(\$10,683)	(\$296,666)
Contract Liabilities	(\$1,049,303)	(\$1,049,303)
Employee Provisions	(\$731,667)	(\$731,667)
Accrued Interest on Loans	(\$27,606)	(\$27,606)
Interest Bearing Loans	(\$389,262)	(\$265,559)
Springhaven Accommodation Bonds	(\$2,195,000)	(\$1,945,000)
<b>CURRENT LIABILITIES</b>	<b>(\$5,058,960)</b>	<b>(\$5,214,096)</b>
<b>LESS: EXCLUSIONS</b>		
Cash - Restricted Reserves	(\$4,019,914)	(\$3,780,897)
Cash - Restricted Cash	\$0	\$0
Interest Bearing Loans	\$389,262	\$265,559
Self Supporting Loan Debtors	\$0	\$0
Less Land held for Resale	(\$579,045)	(\$154,419)
Less Provision for Doubtful Debts	\$1,142	\$1,142
Add back Cash backed LSL Provision		
Add Back Springhaven Bonds	\$2,195,000	\$1,945,000
Add Back Accrued Interest on Loans	\$27,606	\$27,606
Add: Current liabilities not expected to be cleared at end of yea	\$731,667	\$731,667
Roundings	\$1	\$1
<b>NET CURRENT POSITION - SURPLUS/(DEFICIT)</b>	<b>\$475,454</b>	<b>\$2,457,049</b>



**SHIRE OF KOJONUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 30 NOVEMBER 2022**

**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
<b>Operating Revenue</b>						
Rates	4,520,480	4,587,181	66,701	Within Threshold	PERMANENT	Additional rates raised.
Operating Grants	1,128,008	976,434	(151,574)	-13%	PERMANENT/ TIMING	Financial assistance grants, Springhaven Care Subsidy and Landare funding lower than anticipated for reporting period.
Fees & Charges	790,750	817,677	26,926	Within Threshold	TIMING	Additional rental income for Springhaven due to invoice timing across periods.
Other Revenue	98,101	81,525	(16,576)	-17%	TIMING	Workers compensation reimbursements lower than anticipated for reporting period.

**Operating Expenses**

Employee Costs	(1,921,730)	(2,067,258)	(145,528)	Within Threshold	TIMING	Wages and other employee costs booked to operations higher than anticipated for reporting period.
Depreciation on Assets	(1,572,610)	0	1,572,610	100%	TIMING	Depreciation unable to be raised until after annual audit is complete
Other Expenses	157,814	(70,388)	(228,202)	-145%	TIMING	Administration overhead allocations lower than anticipated for reporting period.

**Investing Activities**

Land held for Resale	(94,000)	(3,419)	90,581	-96%	TIMING	Subdivisional expenses lower than anticipated for reporting period.
Buildings	(261,293)	(220,640)	40,653	-16%	TIMING	Springhaven building renewal expenses lower for reporting period. Harrison Place Toilets project commenced earlier than anticipated.
Plant & Equipment	(60,000)	(309,221)	(249,221)	415%	TIMING	Plant acquisitions occurred earlier than anticipated.
Infrastructure - Roads	(286,429)	(546,177)	(259,748)	91%	TIMING	Regional Road Group projects commenced earlier than anticipated.
Infrastructure - Parks & Ovals	(6,000)	(613,378)	(607,378)	10123%	PERMANENT/ TIMING	Payment for playspace not included in budget estimate. Netball courts & roof project expenses and Bowling Club Green contribution incurred earlier than forecast.

**Financing Activities**

Loan Principal Repayments	(152,394)	(147,575)	Within Threshold	Within Threshold	TIMING	Loan repayment invoices raised in July but not due for payment until September 2022
Loans Raised	600,000	0	(600,000)	-100%	TIMING	New loans for communications tower and Harrison Place toilets not yet raised

**SHIRE OF KOJONUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 30 NOVEMBER 2022**

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

COA	Description	SMART Implement. Ref.	Resp. Officer	Asset Class	Asset Invest. Type	2022/2023 Total Budget	2022/2023 YTD Actuals	% of Annual Budget
<b>Governance</b>								
C191	Shire Administration Centre - Building Renewal/Improvement		MCCS	L&B	Renewal	14,989	3,402	23%
						<b>14,989</b>	<b>3,402</b>	
<b>Law Order &amp; Public Safety</b>								
C138	Bush Fire Repeater Tower	5.1.2	MRS	Infr.	New	489,346	2,273	0.5%
C440	Cat Pound		MRS	L&B	New	16,000	0	0%
						<b>505,346</b>	<b>2,273</b>	
<b>Education &amp; Welfare</b>								
C107	Playgroup/Toy Library		BMC	L&B	Renewal	39,000	0	0%
C441	Old School - Re-Roof		BMC	L&B	Renewal	100,000	0	0%
						<b>139,000</b>	<b>0</b>	
<b>Housing</b>								
C157	Staff - 15 Loton Close		CEO	L&B	New	50,000	0	0%
C140	Staff - 34 Katanning Road		MRS	L&B	Upgrade	150,000	5,205	3%
C141	Staff - 39 Vanzuilecom St		MRS	L&B	Upgrade	150,000	0	0%
C147	Springhaven - Furniture	2.2.6	MACS	F&E	New	10,000	237	2%
C195	Springhaven - Building	2.2.14	MACS	L&B	Renewal	200,000	0	0%
C427	Springhaven - Building - ACAR Grant		MACS	L&B	Renewal	285,000	126,859	45%
C313	Jean Sullivan Units - Building Renewal		BMC	L&B	Upgrade	10,000	7,700	77%
C145	ILU's - Building Renewal		BMC	L&B	Renewal	18,793	0	0%
						<b>873,793</b>	<b>140,001</b>	
<b>Community Amenities</b>								
C407	Refuse Site Development		MRS	Infr.	Upgrade	50,000	2,241	4%
C442	Mens Shed - Construction of New		MCCS	L&B	New	1,000,000	1,500	0%
C355	Town Furniture		MWS	Infr.	New	40,000	6,027	15%
						<b>1,090,000</b>	<b>9,768</b>	
<b>Recreation &amp; Culture</b>								
C198	Historic Buildings - Capital Improvement		BMC	L&B	Renewal	30,000	25,595	85%
C428	Sub-division - Harness Display Shed		MRS	L&B	New	12,000	0	0%
C408	Harrison Place Toilets & Park	1.1.8	MWS	L&B	Upgrade	200,000	50,378	25%
C430	Sporting Complex - Audio Visual	1.2.10	MCCS	F&E	New	0	2,575	0%
C443	Showgrounds Retaining Wall		CEO	Infr.	New	6,000	0	0%
C274	Sporting Complex - Netball Court Resurface & Roof	1.2.10, 1.2.13	MCCS	Infr.	Renewal	258,815	175,163	68%
C411	Sporting Complex - Playground & Outdoor Gym	1.2.10	MCCS	Infr.	New	15,000	190,001	1267%
C409	Swimming Pool - New Fence Eastern Boundary		MWS	Infr.	Renewal	0	8,685	0%
7104	Swimming Pool - Shade		MWS	Infr.	Renewal	0	248	0%
C444	Sporting Complex - Hall of Fame Signage		MCCS	Infr.	New	8,000	0	0%
C445	Turkey Nest Dam		SH	Infr.	Upgrade	5,000	0	0%
C446	Newstead Park - Shade Sail		SH	Infr.	New	10,000	0	0%
C357	Apex Park - Replace Equipment		SH	Infr.	Renewal	27,330	0	0%
C447	Contribution to Bowling Club New Green		MCCS	Infr.	Upgrade	114,500	114,500	100%
C448	Trails Hub Construction		MCCS	Infr.	New	40,000	0	0%
C413	Trails Construction		MCCS	Infr.	New	33,886	0	0%
						<b>760,531</b>	<b>567,146</b>	
<b>Transport - Plant Purchases</b>								
7604	Plant Major Purchases		MWS	P&E	New	380,000	271,001	71%
						<b>380,000</b>	<b>271,001</b>	

**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

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

COA	Description	SMART Implement. Ref.	Resp. Officer	Asset Class	Asset Invest. Type	2022/2023 Total Budget	2022/2023 YTD Actuals	% of Annual Budget
<b>Transport - Infrastructure</b>								
C433	Footpaths - Albany Highway Ramps	1.1.6	MWS	Infr.	Upgrade	20,000	0	0%
C449	Parking Bays		MWS	Infr.	New	50,000	0	0%
C434	Spring Street	1.1.5	MWS	Infr.	Renewal	54,203	0	0%
C414	Reconstruct - Kojonup-Frankland Road	1.1.5	MWS	Infr.	Renewal	19,374	19,557	101%
C417	Widening - Shamrock Road	1.1.5	MWS	Infr.	Upgrade	600,000	35,750	6%
C436	Widening - Shamrock Road (2021/2022 Project)	1.1.5	MWS	Infr.	Upgrade	111,229	94,638	85%
C248	Widening - Broomehill Kojonup Road	1.1.5	MWS	Infr.	Upgrade	154,681	6,447	4%
C437	Widening - Tambellup West Road	1.1.5	MWS	Infr.	Upgrade	300,000	0	0%
C319	Bitumen Reseal - Kojonup-Frankland Road	1.1.5	MWS	Infr.	Renewal	150,000	127,702	85%
C320	Bitumen Reseal - Kojonup Darkan Road	1.1.5	MWS	Infr.	Renewal	120,000	24,804	21%
C321	Bitumen Reseal - Broomehill-Kojonup Road	1.1.5	MWS	Infr.	Renewal	120,000	102,835	86%
CJ451	Bitumen Reseal - Boscabel Road (western end)	1.1.5	MWS	Infr.	Renewal	21,000	24,554	117%
CJ452	Bitumen Reseal - Boscabel Road (town)	1.1.5	MWS	Infr.	Renewal	65,000	0	0%
C172	Seal - Riverdale Road	1.1.5	MWS	Infr.	Renewal	413,000	3,486	1%
CJ453	Seal - Balgarup Road	1.1.5	MWS	Infr.	Renewal	176,500	106,404	60%
CJ454	Seal - Samson Road	1.1.5	MWS	Infr.	Renewal	120,000	0	0%
CJ455	Floodway - Pearce Road	1.2.8	MWS	Infr.	Renewal	20,000	0	0%
C460	Road Widening - Jingalup Rd 22/23		MWS	Infr.	Upgrade	0	133,714	0%
C308	Wooden Culvert Replacement - Carlecatup Road	1.2.8	MWS	Infr.	Upgrade	30,000	0	0%
C404	Electronic Speed Signs		MWS	Infr.	Upgrade	0	770	0%
C361	Signage Upgrades		MWS	Infr.	Upgrade	10,000	0	0%
						<b>2,554,987</b>	<b>680,661</b>	
<b>Economic Services</b>								
C177	Kodja Place - Capital Renewal/Improvement	2.1.10	BMC	L&B	Renewal	10,000	0	0%
C435	Kodja Place - Rose Maze		SH	Infr.	Renewal	19,000	1,287	7%
C456	Kodja Place - Equipment Upgrade		CEO	P&E	New	60,000	37,450	62%
CJ457	EV Charger Parking Bay		MWS	Infr.	Upgrade	15,000	0	0%
C054	Promotional Signage at Airstrip	1.4.7	MCCS	Infr.	New	30,000	0	0%
C424	- Muradup Standpipe	4.3.1	MRS	Infr.	Upgrade	55,000	51,277	93%
C310	Subdivision Expenses	2.4.3	CEO	L4R	Upgrade	94,000	3,419	4%
						<b>283,000</b>	<b>93,433</b>	
<b>Other Property &amp; Services</b>								
C458	Radios - Communication		MWS	Infr.	Renewal	40,000	0	0%
C459	Traffic Counters		MWS	Infr.	New	21,500	0	0%
C286	Chemical Shed - replacement/upgrade		SH	L&B	Renewal	34,647	0	0%
						<b>96,147</b>	<b>0</b>	
<b>Total Capital Expenditure</b>						<b>6,697,793</b>	<b>1,767,684</b>	<b>26.4%</b>

<b>SUMMARIES:</b>			
Land Held for Resale	94,000	3,419	3.6%
Land & Buildings	2,320,429	220,640	9.5%
Infrastructure	3,833,364	1,232,362	32.1%
Plant & Equipment	440,000	308,451	70.1%
Furn & Equipment	10,000	2,813	28.1%
	<b>6,697,793</b>	<b>1,767,684</b>	<b>26.4%</b>
Asset Renewal	2,356,651	750,582	31.8%
New Asset	2,271,732	511,064	22.5%
Upgrading Asset	2,069,410	506,038	24.5%
	<b>6,697,793</b>	<b>1,767,684</b>	<b>26.4%</b>
Chief Executive Officer	210,000	40,869	19.5%
Manager Corporate & Community Services	1,515,190	487,142	32.2%
Manager Works & Services	3,251,487	1,017,000	31.3%
Senior Horticulturalist	95,977	1,287	1.3%
Manager Regulatory Services	922,346	60,995	6.6%
Building Maintenance Coordinator	207,793	33,295	16.0%
Manager Aged Care Services	495,000	127,096	25.7%
	<b>6,697,793</b>	<b>1,767,684</b>	<b>26.4%</b>

**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

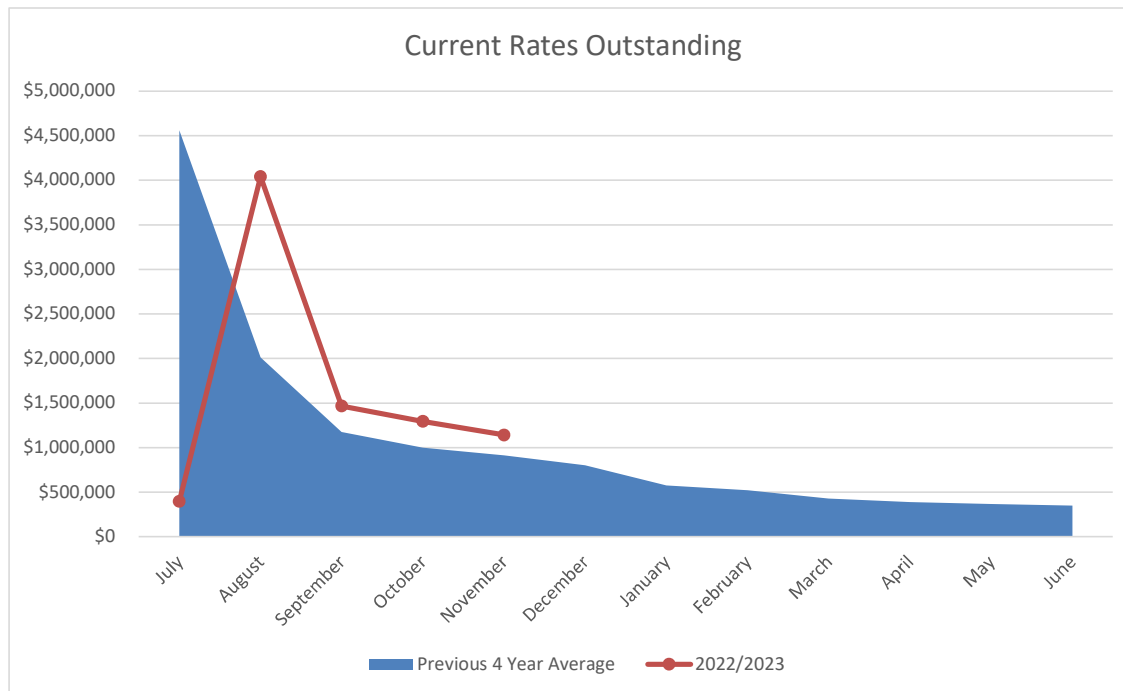
<b>RESERVES - CASH BACKED</b>	<b>2023 Actual Opening Balance</b>	<b>2023 Actual Transfer to</b>	<b>2023 Actual Transfer (from)</b>	<b>2023 Actual Closing Balance</b>	<b>2023 Budget Opening Balance</b>	<b>2023 Budget Transfer to</b>	<b>2023 Budget Transfer (from)</b>	<b>2023 Budget Closing Balance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Plant Replacement	582,449	1,595	0	584,044	582,448	0	(202,470)	379,978
Economic Development	88,507	242	0	88,749	88,507	89	(64,000)	24,596
Employee Leave	235,650	645	0	236,295	235,650	10,236	0	245,886
Springhaven Lodge (Bonds)	2,195,000	0	(250,000)	1,945,000	2,195,000	0	0	2,195,000
Low Income Housing	83,483	229	0	83,712	83,483	11,583	(10,000)	85,066
Sporting Facility	62,737	137	0	62,874	62,737	63	(42,178)	20,622
Springhaven Building Upgrade & Renewal	2,165	6,016	0	8,181	2,165	2,197	0	4,362
Bushfire Communications	89,346	245	0	89,591	89,346	89	(89,346)	89
Landfill Waste Management	80,047	219	0	80,266	80,047	26,550	(50,000)	56,597
Kodja Place Tourist Precinct	10,007	27	0	10,034	10,007	10	(10,000)	17
Energy Efficiency	0	(0)	0	0	0	0	0	0
Land Acquisition and Development	37,289	103	0	37,391	37,289	37	(37,000)	326
Community Grant Scheme	9,745	27	0	9,773	9,745	10	0	9,755
Independent Living Units	158,168	433	0	158,601	158,168	158	(18,793)	139,533
Spencer Street Youth Precinct	31,270	86	0	31,355	31,270	31	(20,000)	11,301
Natural Resource Management	97,430	267	0	97,697	97,430	60,097	(83,164)	74,363
Day Care Building Maintenance	14,766	40	0	14,806	14,766	15	(7,000)	7,781
Swimming Pool	40,469	111	0	40,580	40,469	40	0	40,509
Springhaven Equipment	16,503	45	0	16,549	16,503	17	(10,000)	6,520
Saleyards	39,555	108	0	39,663	39,555		(9,570)	29,985
RSL Hall Building Renewal	10,301	28	0	10,329	10,301	10	0	10,311
Benn Parade Multi-Facility	14,301	31	0	14,332	14,301	14	(14,301)	14
Townscape	49,801	136	0	49,938	49,801	50	(49,801)	50
Playgrounds & Parks	20,027	55	0	20,081	20,027	20	(10,000)	10,047
Memorial & Lesser Hall Upgrade & Renewal	7,146	20	0	7,166	7,146	7	0	7,153
The Kodja Place Building Upgrade & Renewal	17,628	48	0	17,676	17,628	18	(10,000)	7,646
Shire Office/Library Building Upgrade & Renewal	1,007	0	0	1,007	1,007	1	0	1,008
Sporting Complex Building Upgrade & Renewal	1,080	45	0	1,125	1,080	1	0	1,081
Netball Court Resurfacing	1,007	0	0	1,007	1,007	3,501	0	4,508
The Spring	16,018	44	0	16,062	16,018	16	(16,000)	34
Trails Network Construction	6,007	(0)	0	6,007	6,009	6	(6,000)	15
Works Depot Building Upgrade & Renewal	1,006	0	0	1,006	1,006	1	0	1,007
The Kodja Place Master Plan Implementation	0	0	0	0	0	0	0	0
	<b>4,019,914</b>	<b>10,983</b>	<b>(250,000)</b>	<b>3,780,897</b>	<b>4,019,916</b>	<b>114,867</b>	<b>(759,623)</b>	<b>3,375,160</b>

**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

**RATES & SUNDRY RECEIVABLES**

**Rates:**

	1-Jul-22	Levy for 2022/23	Collectable	Received	Outstanding
Property Rates	\$ 226,976	\$ 4,585,013	\$ 4,811,988	\$ (3,919,392)	\$ 892,596
Rubbish Charges	\$ 37,218	\$ 267,681	\$ 304,899	\$ (249,473)	\$ 55,426
Emergency Services Levy	\$ 18,357	\$ 17,717	\$ 36,075	\$ -	\$ 36,075
Instalment fee & Interest	\$ -	\$ 16,732	\$ 16,732	\$ (16,732)	\$ -
Penalty & ESL Interest	\$ 98,481	\$ 11,189	\$ 109,670	\$ (10,692)	\$ 98,978
Excess Rates	\$ (41,261)	\$ -	\$ (41,261)	\$ 15,016	\$ (26,245)
<b>Sub- Total</b>	<b>\$ 339,771</b>	<b>\$ 4,898,332</b>	<b>\$ 5,238,103</b>	<b>\$ (4,181,273)</b>	<b>\$ 1,056,830</b>
					22%
<b>OTHER ITEMS</b>					
Pensioner Rebates to claim	\$ 68,445	\$ -	\$ 68,445	\$ 15,530	\$ 83,975
	\$ 408,216				<b>\$ 1,140,805</b>
Pensioner Deferred Rates	\$ 96,883	\$ -	\$ 96,883	\$ -	\$ 96,883
<b>Total Outstanding</b>	<b>\$ 436,653</b>	<b>\$ 4,898,332</b>	<b>\$ 5,334,986</b>	<b>\$ (4,181,273)</b>	<b>\$ 1,153,713</b>



**Sundry Debtors:**

	30-Jun-22		30/11/22		Movement This FY
Credit Balance	\$ (14,890)		\$ (217,379)		\$ 202,488
Current	\$ 159,755		\$ 26,680		\$ 133,075
30 - 60 days	\$ 23,458	7%	\$ 13,282	13%	\$ 10,176
60 - 90 days	\$ 20,631	7%	\$ 19,996	20%	\$ 635
Greater than 90 days	\$ 126,610	40%	\$ 256,786	258%	\$ (130,177)
	<b>\$ 315,563</b>		<b>\$ 99,366</b>		



**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2022**

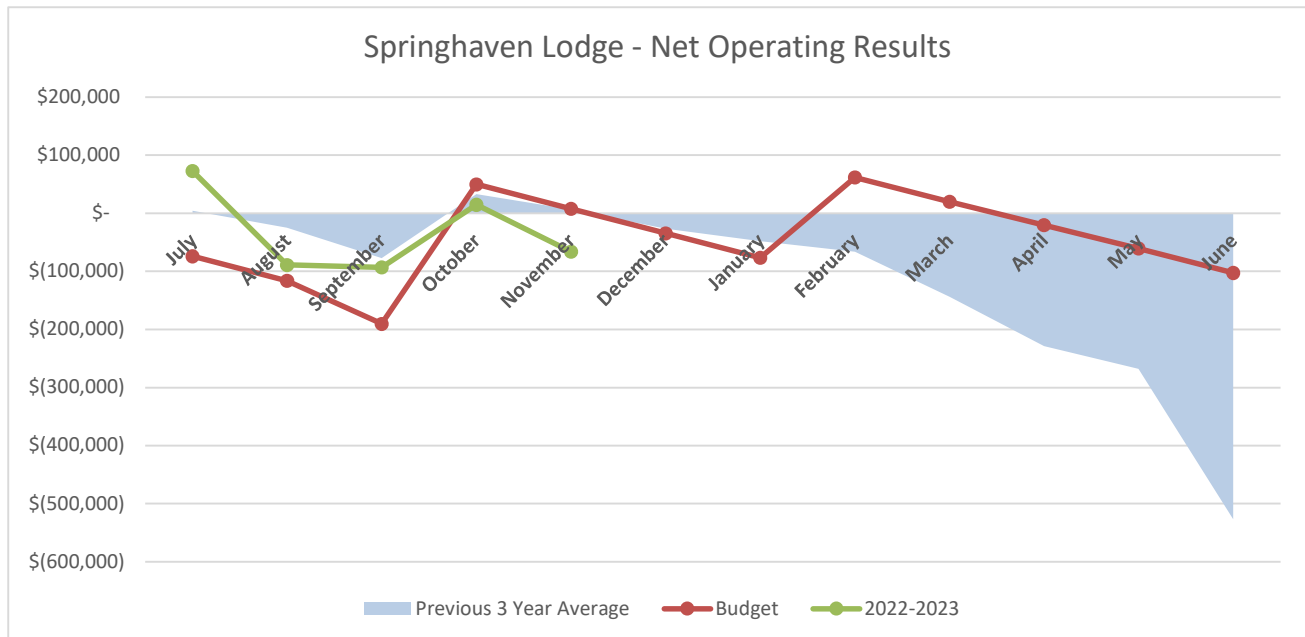
LOAN REPAYMENTS	Loan Number	2023 Actual	2023 New	2023 New	2023 Actual	2023 Actual	2023 Budget	2023 Budget	2023 Budget	2023 Budget	2023 Budget
		Principal 1 July 2022	New Loans	Principal Repayments	Interest Repayments	Principal Outstanding	Principal 1 July 2022	New Loans	Principal Repayments	Interest Repayments	Principal Outstanding
		\$		\$	\$	\$	\$		\$	\$	\$
<b>Law, order, public safety</b>											
Communications Tower	149	0	0	0	0	0	0	400,000	0	0	400,000
<b>Health</b>											
Medical Centre Donation (137)	137	123,523	0	(4,257)	(1,068)	119,266	123,523	0	(8,551)	(2,100)	114,972
<b>Housing</b>											
Bagg Street Unit (135)	135	68,407	0	0	0	68,407	68,407	0	(9,811)	(1,878)	58,596
Aged Units - GSHI (139)	139	30,377	0	(4,989)	(178)	25,388	30,377	0	(10,008)	(326)	20,369
Staff Housing - GSHI (140)	140	855,837	0	(29,496)	(7,403)	826,342	855,837	0	(59,246)	(14,551)	796,591
GROH Housing - GSHI (138)	138	934,059	0	(55,290)	(6,725)	878,769	934,059	0	(110,979)	(13,052)	823,080
Staff Housing - GSHI (144)	144	55,000	0	(5,272)	(514)	49,728	55,000	0	(10,594)	(980)	44,406
GROH Housing - GSHI (145)	145	55,000	0	(5,272)	(514)	49,728	55,000	0	(10,594)	(980)	44,406
Staff Housing Renovations (148)	148	300,000	0	0	0	300,000	300,000	0	(14,396)	(13,296)	285,604
<b>Recreation and culture</b>											
Sports Complex (134)	134	224,140	0	0	0	224,140	224,140	0	(17,162)	(10,454)	206,978
Sports Complex Wall (136)	136	72,050	0	0	0	72,050	72,050	0	(9,692)	(1,385)	62,358
Netball Courts & Roof (143)	143	1,390,000	0	(25,947)	(19,998)	1,364,053	1,390,000	0	(52,268)	(39,623)	1,337,732
Oval Lighting (142)	142	231,128	0	(12,066)	(1,678)	219,062	231,128	0	(24,220)	(3,268)	206,908
Harrison PI Toilets & Park (146)	146	400,000	0	0	0	400,000	400,000	0	(33,385)	(15,345)	366,615
Harrison PI Toilets & Park (New)	150	0	0	0	0	0	0	200,000	0	0	200,000
<b>Transport</b>											
Airstrip Lighting (141)	141	136,944	0	(4,984)	(1,033)	131,960	136,944	0	(10,005)	(1,669)	126,939
<b>Economic services</b>											
Land Development (147)	147	386,078	0	0	0	386,078	386,078	0	(32,223)	(14,811)	353,855
		5,262,543	0	(147,575)	(39,111)	5,114,968	5,262,543	600,000	(413,134)	(133,718)	5,449,409

**SHIRE OF KOJONUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 30 NOVEMBER 2022**

**MAJOR BUSINESS UNITS**

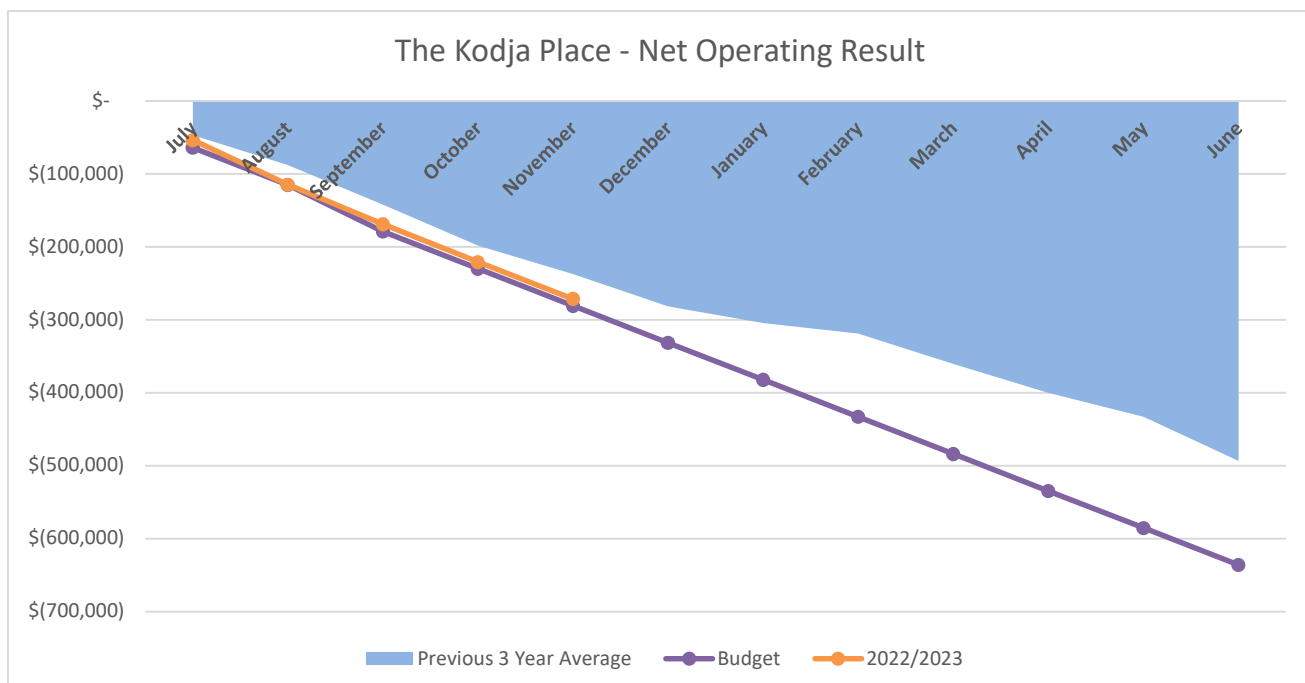
**Springhaven Lodge**

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



**The Kodja Place Precinct**

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



**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
<b>Proceeds Sale of Assets</b>						
9605	Proceeds Sale of Assets -	\$0	(\$39,364)	55%	(\$72,000)	\$0
<b>Sub Total - PROCEEDS/REALISATION ON SALE OF ASSET</b>		\$0	(\$39,364)		(\$72,000)	\$0
<b>Written Down Value</b>						
New	00000 Written Down Value-	\$0	\$0		\$0	\$0
<b>Sub Total - WDV ON SALE OF ASSET</b>		\$0	\$0		\$0	\$0
<b>Total - GAIN/LOSS ON DISPOSAL OF ASSET</b>		<b>\$0</b>	<b>(\$39,364)</b>		<b>(\$72,000)</b>	<b>\$0</b>
<b>Total - OPERATING STATEMENT</b>		<b>\$0</b>	<b>(\$39,364)</b>		<b>(\$72,000)</b>	<b>\$0</b>

**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
GENERAL PURPOSE FUNDING						
RATES						
OPERATING EXPENDITURE						
1104	Rates Incentive Prize	\$2,083	\$1,110	22%	\$0	\$5,000
1112	Admin Allocated to Rates (Cash)	\$7,052	\$6,268	37%	\$0	\$16,925
1122	Admin Allocated to Rates (Non-Cash)	\$569	\$0	0%	\$0	\$1,365
1132	Rating Salaries	\$16,666	\$17,118	43%	\$0	\$40,000
1162	Superannuation	\$2,500	\$2,639	44%	\$0	\$6,000
1182	Rates Printing/postage	\$917	\$1,734	79%	\$0	\$2,200
1192	Valuation Expenses	\$6,250	\$442	3%	\$0	\$15,000
1202	Title Searches	\$208	\$99	20%	\$0	\$500
1222	Insurance - Emp Costs (Rates)	\$1,215	\$1,039	86%	\$0	\$1,215
1262	Legal Costs Incurred - Rates	\$833	\$0	0%	\$0	\$2,000
Sub Total - GENERAL RATES OP/EXP		\$38,293	\$30,450		\$0	\$90,205
OPERATING INCOME						
1003	General Rates Levied	(\$4,518,622)	(\$4,584,207)	101%	(\$4,518,622)	\$0
1023	Interim Rates	(\$300)	\$0	0%	(\$300)	\$0
1053	Back Rates	(\$100)	(\$805)	805%	(\$100)	\$0
1013	Ex-Gratia Rates	(\$1,500)	(\$2,219)	148%	(\$1,500)	\$0
1043	Non Payment Penalty Interest	(\$12,500)	(\$11,189)	37%	(\$30,000)	\$0
1073	Instalment Administration Charge	(\$1,458)	(\$3,996)	114%	(\$3,500)	\$0
1063	Instalment Interest Charge	(\$3,333)	(\$12,736)	159%	(\$8,000)	\$0
1273	ESL Levy Admin Fee	(\$4,000)	(\$4,000)	100%	(\$4,000)	\$0
1092	Rates Written Off/Refunded	\$42	\$50	50%	\$100	\$0
1102	Rates Discount Allowed	\$0	\$0	0%	\$0	\$0
1283	Settlement & Search Charges	(\$1,458)	(\$1,485)	42%	(\$3,500)	\$0
1263	Legal Expenses - Recovered	(\$833)	\$0	0%	(\$2,000)	\$0
Sub Total - GENERAL RATES OP/INC		(\$4,544,063)	(\$4,620,587)		(\$4,571,422)	\$0
Total - GENERAL RATES		(\$4,505,770)	(\$4,590,138)		(\$4,571,422)	\$90,205
OTHER GENERAL PURPOSE FUNDING						
OPERATING EXPENDITURE						
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP					\$0	\$0
OPERATING INCOME						
1333	Financial Assistance Grant	(\$179,943)	(\$114,235)	32%	(\$359,886)	\$0
1343	Grants Commission Local Roads Grant	(\$87,522)	(\$88,566)	51%	(\$175,044)	\$0
1373	Interest Received - Municipal	(\$417)	\$0	0%	(\$1,000)	\$0
1393	Interest Received - Reserves	(\$1,675)	(\$10,983)	273%	(\$4,019)	\$0
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC		(\$269,556)	(\$213,783)		(\$539,949)	\$0
Total - OTHER GENERAL PURPOSE FUNDING		(\$269,556)	(\$213,783)		(\$539,949)	\$0
Total - GENERAL PURPOSE FUNDING		(\$4,775,326)	(\$4,803,921)		(\$5,111,371)	\$90,205

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>GOVERNANCE</b>					
	<b>MEMBERS OF COUNCIL</b>					
	<b>OPERATING EXPENDITURE</b>					
002D	Depreciation	\$3,833	\$0	0%	\$0	\$9,200
102P	Loss on Sale of Asset	\$0	\$0	0%	\$0	\$0
1502	Meeting Attendance Fees	\$44,582	\$26,812	25%	\$0	\$107,000
1508	Members Travelling	\$292	\$112	16%	\$0	\$700
1512	Conferences & Training Expenses	\$5,625	\$14,864	110%	\$0	\$13,500
1522	Members Communications Allowance	\$10,000	\$6,000	25%	\$0	\$24,000
1532	Election Expenses	\$0	\$0	0%	\$0	\$0
1542	Presidents/Dep Allowances	\$14,999	\$8,878	25%	\$0	\$36,000
1562	Refreshments & Functions (Councillors)	\$3,750	\$3,067	34%	\$0	\$9,000
1572	Refreshments & Functions Staff	\$1,500	\$568	16%	\$0	\$3,600
1578	Council - Special Visits	\$0	\$0	0%	\$0	\$0
1582	Council Chambers Maint	\$0	\$0	0%	\$0	\$0
1592	Members Insurance	\$9,300	\$9,566	103%	\$0	\$9,300
1602	Subscriptions	\$5,833	\$12,871	92%	\$0	\$14,000
1612	Misc Expenses - Members	\$292	\$240	34%	\$0	\$700
1624	Integrated Planning Expenses	\$56,248	\$184	0%	\$0	\$135,000
1632	Vehicle Operating Expenses	\$1,250	\$1,207	40%	\$0	\$3,000
1642	Advertising	\$0	\$0	0%	\$0	\$0
1662	Audit Fees	\$15,833	\$1,300	3%	\$0	\$38,000
1702	Administration Allocation (Cash)	\$141,038	\$125,363	37%	\$0	\$338,504
1712	Administration Allocation (Non-Cash)	\$3,792	\$0	0%	\$0	\$9,100
1772	Doubtful Debt Expenses	\$0	\$0	0%	\$0	\$2,000
1792	Legal Costs	\$833	\$2,657	133%	\$0	\$2,000
2075	VROC - Shared Services	\$833	\$3,125	156%	\$0	\$2,000
2078	VROC - Projects	\$833	\$0	0%	\$0	\$2,000
	<b>Sub Total - MEMBERS OF COUNCIL OP/EXP</b>	\$320,664	\$216,814		\$0	\$758,604
	<b>OPERATING INCOME</b>					
1725	Donations/Contributions		\$0	0%	\$0	\$0
002P	Profit on Sale of Asset (Gov)	\$0	\$0	0%	(\$7,000)	\$0
	<b>Sub Total - MEMBERS OF COUNCIL OP/INC</b>	\$0	\$0		(\$7,000)	\$0
	<b>Total - MEMBERS OF COUNCIL</b>	\$320,664	\$216,814		(\$7,000)	\$758,604



# SHIRE OF KOJONUP

## MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022 Budget	Actual	% of Annual Budget	BUDGET 2022-23 Income	Expense
GOVERNANCE - GENERAL						
OPERATING EXPENDITURE						
1842	Loss on Sale of Assets	\$0	\$0	0%	\$0	\$0
003A	A/L ACCRUAL ADMIN. (SCH 4)	\$0	\$0	0%	\$0	\$0
003D	Depreciation (Sch 4)	\$37,915	\$0	0%	\$0	\$91,000
003L	LSL ACCRUAL ADMIN. (SCH 4)	\$0	\$0	0%	\$0	\$0
1852	Salaries - Admin	\$374,985	\$312,848	35%	\$0	\$900,000
1882	Admin Superannuation	\$47,915	\$39,766	35%	\$0	\$115,000
1892	Staff Insurances	\$28,000	\$23,166	83%	\$0	\$28,000
1902	FBT Admin Staff	\$7,083	\$5,041	30%	\$0	\$17,000
1912	Conference & Training	\$18,124	\$10,767	25%	\$0	\$43,500
1921	Staff Housing Subsidy	\$13,749	\$5,640	17%	\$0	\$33,000
1922	Advertising	\$2,083	\$2,876	58%	\$0	\$5,000
1931	Occupational Risk Co-Ordinator Costs	\$6,041	\$0	0%	\$0	\$14,500
1932	Occ Health & Safety	\$1,333	\$304	9%	\$0	\$3,200
1942	Staff Uniforms	\$1,667	\$1,479	37%	\$0	\$4,000
1952	Admin Staff Costs	\$7,500	\$5,025	28%	\$0	\$18,000
1957	Office Building Maintenance	\$4,167	\$2,298	23%	\$0	\$10,000
1958	Office - Cleaning & Assoc	\$9,895	\$15,904	67%	\$0	\$23,750
1959	Office - Utility Charges	\$4,375	\$5,652	54%	\$0	\$10,500
1962	Office Gardens & Surrounds-Mtce	\$5,216	\$8,392	67%	\$0	\$12,520
1972	Admin Printing & Stationery	\$10,416	\$15,633	63%	\$0	\$25,000
1982	Telephone & Internet	\$10,416	\$10,259	41%	\$0	\$25,000
2002	Office Equip Maint	\$417	\$0	0%	\$0	\$1,000
2004	Office - Insurance.	\$37,000	\$35,678	96%	\$0	\$37,000
2006	Donations CEO discretion	\$833	\$50	3%	\$0	\$2,000
2008	Donations - Council	\$833	\$50	3%	\$0	\$2,000
2012	Non Capital Purchases	\$2,083	\$18	0%	\$0	\$5,000
2022	Bank Charges	\$6,666	\$8,956	56%	\$0	\$16,000
2032	Postage & Freight	\$2,292	\$3,290	60%	\$0	\$5,500
2042	ICT Support	\$14,583	\$9,569	27%	\$0	\$35,000
1992	ICT Software Licensing Fees	\$21,666	\$57,881	111%	\$0	\$52,000
2043	ICT Website Subscription & Upgrade	\$2,083	\$14,470	289%	\$0	\$5,000
2044	ICT Hardware Purchases (<\$5,000)	\$10,416	\$3,992	16%	\$0	\$25,000
2046	ICT Payroll Software Implementation	\$29,166	\$0	0%	\$0	\$70,000
2052	Admin Vehicle Expenses	\$6,041	\$6,284	43%	\$0	\$14,500
2062	Admin Legal Expenses	\$22,916	\$17,277	31%	\$0	\$55,000
2072	Consultants Special Projects	\$12,500	\$39,187	131%	\$0	\$30,000
2274	HR/IR Consultants	\$0	\$1,225	0%	\$0	\$0
2277	Finance Consultants	\$6,250	\$23,188	155%	\$0	\$15,000
2275	Records Management	\$2,917	\$6,013	86%	\$0	\$7,000
2278	Security Monitoring	\$312	\$329	44%	\$0	\$750
2287	Fair Value Revaluations	\$10,416	\$19,400	78%	\$0	\$25,000
2092	Mis Expense - Admin	\$750	\$3,021	168%	\$0	\$1,800
2172	Less Admin Non Cash Realloc	(\$37,915)	\$0	0%	\$0	(\$91,000)
2182	Less Admin Cash Exp Realloc	(\$705,188)	(\$626,813)	37%	\$0	(\$1,692,520)
Sub Total - GOVERNANCE - GENERAL OP/EXP		\$37,918	\$88,115		\$0	\$0
OPERATING INCOME						
2053	Sundry Misc Income - Admin	(\$83)	(\$0)	0%	(\$200)	\$0
2055	Profit on Sale of Assets	\$0	\$0	0%	\$0	\$0
2083	Police Licensing Commissions	(\$14,583)	(\$16,350)	47%	(\$35,000)	\$0
2143	Photocopying Fees	(\$42)	\$0	0%	(\$100)	\$0
Sub Total - GOVERNANCE - GENERAL OP/INC		(\$14,708)	(\$16,350)		(\$35,300)	\$0
Total - GOVERNANCE - GENERAL		\$23,210	\$71,765		(\$35,300)	\$0
Total - GOVERNANCE		\$343,874	\$288,579		(\$42,300)	\$758,604

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>LAW ORDER &amp; PUBLIC SAFETY</b>					
	<b>FIRE PREVENTION</b>					
	<b>OPERATING EXPENDITURE</b>					
2272	Emergency Operating Expenses	\$4,167	\$2,844	28%	\$0	\$10,000
2271	Emergency Operations Room - Storage	\$2,292	\$4,400	80%	\$0	\$5,500
2281	Community Emergency Services Manager	\$9,166	\$8,373	38%	\$0	\$22,000
2292	Fire Hazard Reduction	\$7,875	\$15,996	85%	\$0	\$18,900
2302	Ground & Aerial Inspections	\$1,833	\$0	0%	\$0	\$4,400
2312	Education & Promotion	\$0	\$0	0%	\$0	\$0
2322	Administration Costs	\$1,667	\$3,515	88%	\$0	\$4,000
2342	Fire Fighting - Shire Resources	\$1,667	\$507	13%	\$0	\$4,000
2372	Brigade Expenses	\$25,841	\$44,584	75%	\$0	\$59,500
2374	BRPC - Other Employment Cost	\$0	\$312		\$0	\$0
2284	BRPC - Salaries	\$0	\$12,706		\$0	\$0
2294	BRPC - Superannuation	\$0	\$1,322		\$0	\$0
2382	Administration Allocated - Cash	\$21,156	\$18,804	37%	\$0	\$50,776
2402	BUSHFIRE REPEATER SYSTEM	\$0	\$0	0%	\$0	\$0
2442	Administration Allocated - Non-Cash	\$379	\$0	0%	\$0	\$910
105P	Loss On Sale Of Assets	\$0	\$0	0%	\$0	\$0
004D	Buildings Depreciation	\$17,291	\$0	0%	\$0	\$41,500
	<b>Sub Total - FIRE PREVENTION OP/EXP</b>	\$93,332	\$113,364		\$0	\$221,486
	<b>OPERATING INCOME</b>					
2363	Fines & Penalties	(\$417)	\$0	0%	(\$1,000)	\$0
2383	Sale of Fire Maps	(\$187)	(\$455)	101%	(\$450)	\$0
2393	Sundry Misc income - Fire	(\$1,333)	\$0	0%	(\$3,200)	\$0
2373	ESL Levy Funding	(\$34,750)	(\$26,201)	38%	(\$69,500)	\$0
2463	BRMC - Grant Income	\$0	(\$149,785)		\$0	\$0
	<b>Sub Total - FIRE PREVENTION OP/INC</b>	(\$36,687)	(\$176,440)		(\$74,150)	\$0
	<b>Total - FIRE PREVENTION</b>	\$56,645	(\$63,076)		(\$74,150)	\$221,486

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>ANIMAL CONTROL</b>					
	<b>OPERATING EXPENDITURE</b>					
2492	Salaries	\$16,666	\$14,614	37%	\$0	\$40,000
2522	Superannuation	\$6,666	\$1,669	10%	\$0	\$16,000
2532	Other Employment Costs	\$3,925	\$2,078	34%	\$0	\$6,025
2542	Conference & Training	\$771	\$0	0%	\$0	\$1,850
2552	Ranger Vehicle	\$5,000	\$4,491	37%	\$0	\$12,000
2553	FBT Expenses	\$1,542	\$2,017	55%	\$0	\$3,700
2562	Dog Control Expenses	\$750	\$853	47%	\$0	\$1,800
2572	Dog Pound Expenses	\$1,250	\$386	13%	\$0	\$3,000
2582	Other Animal Control	\$437	\$96	9%	\$0	\$1,050
2583	Cat Control Expenses	\$500	\$0	0%	\$0	\$1,200
2592	Audit of Dog & Cat Register	\$0	\$0	0%	\$0	\$0
2622	Loss on Sale of Asset	\$0	\$0	0%	\$0	\$0
2602	Administration Allocated - Cash	\$7,052	\$6,268	37%	\$0	\$16,925
2612	Administration Allocated - Non-Cash	\$379	\$0	0%	\$0	\$910
005D	Depreciation Buildings - Animal Control	\$233	\$0	0%	\$0	\$560
	<b>Sub Total - ANIMAL CONTROL OP/EXP</b>	<b>\$45,171</b>	<b>\$32,473</b>		<b>\$0</b>	<b>\$105,020</b>
	<b>OPERATING INCOME</b>					
2613	Cat Pound Grant	\$0	\$0	0%	(\$16,000)	\$0
2633	Ranger Income	(\$9,583)	(\$10,537)	46%	(\$23,000)	\$0
2653	Fines & Penalties - Dog Act	(\$417)	(\$600)	60%	(\$1,000)	\$0
2663	Impounding Fees	(\$833)	(\$625)	31%	(\$2,000)	\$0
2673	Dog Registrations	(\$1,458)	(\$2,016)	58%	(\$3,500)	\$0
2674	Cat Registrations	(\$208)	(\$355)	71%	(\$500)	\$0
005P	Profit on Sale of Assets	\$0	\$0	0%	\$0	\$0
	<b>Sub Total - ANIMAL CONTROL OP/INC</b>	<b>(\$12,500)</b>	<b>(\$14,132)</b>		<b>(\$46,000)</b>	<b>\$0</b>
	<b>Total - ANIMAL CONTROL</b>	<b>\$32,672</b>	<b>\$18,340</b>		<b>(\$46,000)</b>	<b>\$105,020</b>

**SHIRE OF KOJONUP****MONTHLY FINANCIAL REPORT**

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP					
MONTHLY FINANCIAL REPORT					
Details By function Under The Following Programme Titles					
And Type Of Activities Within The Programme					
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23
		Budget	Actual		Income      Expense
OTHER LAW ORDER & PUBLIC SAFETY					
OPERATING EXPENDITURE					
2832	Vehicle Impounding	\$833	(\$4)	0%	\$0      \$2,000
2862	Local Law review	\$625	\$3,258	217%	\$0      \$1,500
9782	Security System Upgrade - All Buildings				\$0      \$0
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP		\$1,458	\$3,254		\$0      \$3,500
OPERATING INCOME					
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC		\$0	\$0		\$0      \$0
Total - OTHER LAW ORDER PUBLIC SAFETY		\$1,458	\$3,254		\$0      \$3,500
Total - LAW ORDER & PUBLIC SAFETY		\$90,775	(\$41,482)		(\$120,150)      \$330,006

**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
HEALTH						
HEALTH ADMINISTRATION & INSPECTION						
OPERATING EXPENDITURE						
3102	Health Salaries	\$35,936	\$47,344	55%	\$0	\$86,250
3132	Superannuation	\$8,387	\$10,629	53%	\$0	\$20,130
3142	Fringe Benefits Tax	\$3,750	\$5,172	57%	\$0	\$9,000
3152	Conferences & Training	\$583	\$583	42%	\$0	\$1,400
3162	Health - Other Employment Costs	\$1,340	\$1,039	69%	\$0	\$1,515
3164	Health - Contractors	\$833	\$0	0%	\$0	\$2,000
3212	Admin Allocation to HIA - Cash	\$7,052	\$6,268	37%	\$0	\$16,925
3242	Analytical Expenses	\$667	\$463	29%	\$0	\$1,600
3252	Administration Allocated - Noncash	\$569	\$0	0%	\$0	\$1,365
Sub Total - HEALTH ADMIN & INSPECTION OP/EXP		\$59,117	\$71,498		\$0	\$140,185
OPERATING INCOME						
3223	Health Act fees, Licences	(\$833)	(\$724)	36%	(\$2,000)	\$0
3233	Septic Tank Inspection Fees	(\$83)	(\$215)	107%	(\$200)	\$0
3253	HEALTH INCOME	\$0	\$0	0%	\$0	\$0
3283	Health Consultancy Income	\$0	\$0	0%	\$0	\$0
Sub Total - HEALTH ADMIN & INSPECTION OP/INC		(\$917)	(\$939)		(\$2,200)	\$0
Total - HEALTH ADMIN & INSPECTION		\$58,200	\$70,560		(\$2,200)	\$140,185
PREVENTATIVE SERVICE - PEST CONTROL						
OPERATING EXPENDITURE						
3322	Vermin Control	\$83	\$0	0%	\$0	\$200
Sub Total - PREVENTIVE SRVS - PEST OP/EXP		\$83	\$0		\$0	\$200
OPERATING INCOME						
Sub Total - PREVENTATIVE SERVICES - PEST OP/INC		0	0		\$0	\$0
Total - PREVENTIVE SERVICES - PEST CONTROL		\$83	\$0		\$0	\$200



**SHIRE OF KOJONUP****MONTHLY FINANCIAL REPORT**

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP					
MONTHLY FINANCIAL REPORT					
Details By function Under The Following Programme Titles					
And Type Of Activities Within The Programme					
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23
		Budget	Actual		Income      Expense
	OTHER HEALTH				
	OPERATING EXPENDITURE				
3362	Doctor's Surgery Maint	\$0	\$394	0%	\$0      \$0
3361	Interest Paid on Loans	\$1,068	\$1,068	51%	\$0      \$2,100
3368	Loan Guarantee Fee	\$519	\$433	50%	\$0      \$865
009D	Depreciation Buildings	\$6,354	\$0	0%	\$0      \$15,250
	Sub Total - OTHER HEALTH OP/EXP	\$7,941	\$1,896		\$0      \$18,215
	OPERATING INCOME				
3363	Rental Doctors Surgery	\$0	\$0	0%	\$0      \$0
	Sub Total - OTHER HEALTH OP/INC	\$0	\$0		\$0      \$0
	Total - OTHER HEALTH	\$7,941	\$1,896		\$0      \$18,215
	Total - HEALTH	\$66,224	\$72,455		(\$2,200)      \$158,600

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>EDUCATION &amp; WELFARE</b>					
	<b>EDUCATION</b>					
	<b>OPERATING EXPENDITURE</b>					
3455	Play in the Park	\$1,042	\$327	13%	\$0	\$2,500
3451	Donation to Schools Solar	\$0	\$0	0%	\$0	\$0
3452	Smart Start Expenses	\$1,192	\$0	0%	\$0	\$2,860
006D	Depreciation Education	\$0	\$0	0%	\$0	\$0
	<b>Sub Total - EDUCATION OP/EXP</b>	\$2,233	\$327		\$0	\$5,360
	<b>OPERATING INCOME</b>					
3456	Income - Smart Strat Donation				\$0	\$0
	<b>Sub Total-EDUCATION OP/INC</b>	\$0	\$0		\$0	\$0
	<b>Total - EDUCATION</b>	\$2,233	\$327		\$0	\$5,360
	<b>PRE-SCHOOL/OTHER EDUCATION</b>					
	<b>OPERATING EXPENDITURE</b>					
3462	Child Care Centre - Building Maint	\$4,713	\$1,282	13%	\$0	\$9,555
3464	Child Care Centre - Grounds Maint	\$417	\$0	0%	\$0	\$1,000
3466	Daycare Grant - Expenditure	\$0	\$23,323		\$0	\$0
3477	Kindy Café	\$6,250	\$3,149	21%	\$0	\$15,000
3472	Playgroup/Toy Library - Building Maint	\$3,917	\$2,866	39%	\$0	\$7,300
3470	Playgroup/Toy Library - Minor Expenses	\$208	\$0	0%	\$0	\$500
3474	Playgroup/Toy Library - Grounds Maint	\$417	\$122	12%	\$0	\$1,000
118L	LOSS ON SALE OF ASSET SCHED 8	\$0	\$0	0%	\$0	\$0
006D	DEPRECIATION (SCH 8)	\$6,875	\$0	0%	\$0	\$16,500
	<b>Sub Total - OTHER EDUCATION OP/EXP</b>	\$22,796	\$30,742		\$0	\$50,855
	<b>OPERATING INCOME</b>					
3463	Occasional Care Rent	(\$1,167)	(\$1,251)	45%	(\$2,800)	\$0
3465	Grant - Kindy Café	\$0	(\$4,294)	36%	(\$11,784)	\$0
3467	Grant - Playgroup/Toy Library Shade	\$0	\$0	0%	(\$32,000)	\$0
3473	Playgroup/Toy Library Fees	(\$167)	\$0	0%	(\$400)	\$0
3483	LR&CIP Grant - Old School Roof	\$0	\$0	0%	(\$100,000)	\$0
	<b>Sub Total - OTHER EDUCATION OP/INC</b>	(\$1,333)	(\$5,545)		(\$146,984)	\$0
	<b>Total - OTHER EDUCATION</b>	\$21,463	\$25,197		(\$146,984)	\$50,855
	<b>WELFARE</b>					
	<b>OPERATING EXPENDITURE</b>					
010D	DEPRECIATION (SCH 8)	\$52	\$0	0%	\$0	\$125
	<b>Sub Total - WELFARE OP/EXP</b>	\$52	\$0		\$0	\$125
	<b>OPERATING INCOME</b>					
	<b>Sub Total - WELFARE OP/INC</b>	\$0	\$0		\$0	\$0
	<b>Total - WELFARE</b>	\$52	\$0		\$0	\$125
	<b>Total - EDUCATION &amp; WELFARE</b>	\$23,748	\$25,523		(\$146,984)	\$56,340

SHIRE OF KOJONUP		YEAR TO DATE		% of Annual Budget	BUDGET		
MONTHLY FINANCIAL REPORT		30 NOVEMBER 2022			2022-23		
Details By function Under The Following Programme Titles		Budget	Actual		Income	Expense	
And Type Of Activities Within The Programme							
ACCOUNT							
HOUSING							
SPRING HAVEN HOUSING							
3752	Spring Haven Salaries	\$624,975	\$600,179	40%	\$0	\$1,500,000	
3742	Spring Haven - FBT Expenses	\$2,083	\$1,426	29%	\$0	\$5,000	
3772	Spring Haven Superannuation	\$64,581	\$56,387	36%	\$0	\$155,000	
3782	Conferences & Training	\$8,333	\$5,928	30%	\$0	\$20,000	
3792	Uniforms & Protective Clothing	\$2,292	\$674	12%	\$0	\$5,500	
3802	Recruitment Expenses	\$8,333	\$789	4%	\$0	\$20,000	
3821	Spring H - Staff Housing Subsidy	\$5,000	\$2,272	19%	\$0	\$12,000	
3822	Vehicle Expenses	\$2,917	\$2,247	32%	\$0	\$7,000	
3842	Spring Haven Telephone	\$5,000	\$3,358	28%	\$0	\$12,000	
3862	Subscriptions	\$4,167	\$2,218	22%	\$0	\$10,000	
3872	Postage & Freight	\$417	\$491	49%	\$0	\$1,000	
3882	Minor Office Expenses/Stationery	\$417	\$129	13%	\$0	\$1,000	
3892	Office Equipment Maintenance	\$417	\$0	0%	\$0	\$1,000	
3893	Software Operating	\$4,375	\$1,188	11%	\$0	\$10,500	
3902	Spring Haven Building Operating Expenses	\$8,333	\$18,387	92%	\$0	\$20,000	
3903	Spring Haven Building Maint (Unforseen)	\$2,083	\$1,104	22%	\$0	\$5,000	
3904	Spring Haven Grounds Maint	\$5,833	\$6,408	46%	\$0	\$14,000	
3906	Springhaven Building Non Cap	\$0	\$0	0%	\$0	\$0	
3908	Spring H - Security	\$2,083	\$677	14%	\$0	\$5,000	
3912	Medical/Pharmaceutical Services	\$18,749	\$18,671	41%	\$0	\$45,000	
3913	Allied Health	\$12,500	\$8,861	30%	\$0	\$30,000	
3914	Utilities	\$19,166	\$21,219	46%	\$0	\$46,000	
3812	Spring H - Workers Comp/Journey Ins	\$34,000	\$29,098	86%	\$0	\$34,000	
3916	Insurance	\$23,000	\$24,627	107%	\$0	\$23,000	
3922	Cleaning & Laundry	\$3,542	\$3,972	47%	\$0	\$8,500	
3932	Non-Capital Equiment Expenses	\$3,958	\$2,711	29%	\$0	\$9,500	
3942	Meals & Refreshments	\$39,582	\$37,071	39%	\$0	\$95,000	
3952	Residents Activities	\$875	\$1,428	68%	\$0	\$2,100	
3962	Public Liability Insurance	\$7,100	\$7,440	105%	\$0	\$7,100	
3974	Spring Haven Aged Care Consultants	\$2,500	\$960	16%	\$0	\$6,000	
3918	Spring H - Consultants	\$8,333	\$0	0%	\$0	\$20,000	
3928	Spring H - COVID-19 Additional Costs	\$1,667	\$17	0%	\$0	\$4,000	
3982	Administration Allocated Non-Cash	\$7,583	\$0	0%	\$0	\$18,200	
3992	Administration Allocated - Cash	\$105,778	\$94,022	37%	\$0	\$253,878	
009P	SPRING H - LOSS ON SALE OF ASSET (SCH 9)	\$0	\$0	0%	\$0	\$0	
010A	A/L ACCRUAL Spring. (SCH 9)	\$0	\$0	0%	\$0	\$0	
010L	LSL ACCRUAL Spring (SCH 9)	\$0	\$0	0%	\$0	\$0	
012D	Spring Haven Depreciation	\$72,914	\$0	0%	\$0	\$175,000	
013D	Spring Haven Depreciation	\$8,333	\$0	0%	\$0	\$20,000	
Sub Total - SPRING HAVEN HOUSING OP/EXP		\$1,121,215	\$953,957		\$0	\$2,601,278	
OPERATING INCOME							
4003	Spring Haven Resident Rent	(\$208,325)	(\$286,429)	57%	(\$500,000)	\$0	
4013	Spring Haven - Personal Care Grant Subsidy	(\$624,975)	(\$574,499)	38%	(\$1,500,000)	\$0	
1395	INTEREST ON UNPAID BONDS	(\$11,666)	(\$16,846)	60%	(\$28,000)	\$0	
4043	Spring H - Grant - COVID-19 Payment	\$0	\$0	0%	(\$4,000)	\$0	
4053	SPRING H - GRANT - SIHI	\$0	(\$975)		\$0	\$0	
4143	Miscellaneous Income	(\$833)	(\$3,343)	167%	(\$2,000)	\$0	
4023	Spring Haven Donations	(\$1,250)	(\$6,000)	200%	(\$3,000)	\$0	
4033	Lodge Bonds Drawndowns (Non-Cash)	\$0	\$0	0%	\$0	\$0	
3993	Spring H - Grant - ACAR	(\$281,900)	\$0	0%	(\$281,900)	\$0	
4303	Spring H - Grant - Security	\$0	\$0	0%	(\$180,000)	\$0	
Sub Total - SPRING HAVEN HOUSING OP/INC		(\$1,128,949)	(\$888,092)		(\$2,498,900)	\$0	
Total - SPRING HAVEN HOUSING		(\$7,734)	\$65,865		(\$2,498,900)	\$2,601,278	

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
STAFF HOUSING						
OPERATING EXPENDITURE						
3768	Staff Housing Building Maintenance	\$6,629	\$3,935	26%	\$0	\$15,000
3769	Staff Housing - Operating Expenses	\$14,056	\$15,081	60%	\$0	\$25,140
3764	Staff Housing - Ground Maint. Various	\$1,775	\$2,784	65%	\$0	\$4,260
3774	Loss on Sale of Asset (Housing)	\$0	\$0	0%	\$0	\$0
3770	Loan Guarantee Fee	\$5,091	\$3,383	40%	\$0	\$8,485
3771	Staff Housing Loan Interest	\$7,918	\$7,403	26%	\$0	\$28,827
011D	Housing Depreciation	\$62,498	\$0	0%	\$0	\$150,000
Sub Total - STAFF HOUSING OP/EXP		\$97,967	\$32,586		\$0	\$231,712
OPERATING INCOME						
3703	Residential Rent - Staff	(\$54,165)	(\$34,638)	27%	(\$130,000)	\$0
3705	BBRF Grant - Key Workers	\$0	\$0	0%	\$0	\$0
016P	Profit on Sale of Asset	\$0	\$0	0%	\$0	\$0
Sub Total - STAFF HOUSING OP/INC		(\$54,165)	(\$34,638)		(\$130,000)	\$0
Total - STAFF HOUSING		\$43,802	(\$2,052)		(\$130,000)	\$231,712
HOUSING OTHER						
OPERATING EXPENDITURE						
4062	Loton Close ILU's Building Maint	\$5,000	\$531	4%	\$0	\$12,000
4064	Loton Close ILU's Grounds Maint	\$2,417	\$1,293	22%	\$0	\$5,800
4065	Loton Close ILU's Utilities	\$14,999	\$18,894	52%	\$0	\$36,000
4066	Loton Close ILU's Insurance	\$8,500	\$8,703	102%	\$0	\$8,500
4202	J Sullivan Units Building Maintenance	\$4,791	\$48	0%	\$0	\$11,500
4204	J Sullivan Units Grounds Maintenance	\$1,458	\$838	24%	\$0	\$3,500
4205	J Sullivan Units Utilities	\$3,542	\$2,895	34%	\$0	\$8,500
4206	J Sullivan Units Insurance	\$2,000	\$3,937	197%	\$0	\$2,000
4251	RAAP Grant Administrative Costs	\$0	\$0	0%	\$0	\$0
4254	Interest Paid on Loans	\$7,418	\$7,932	49%	\$0	\$16,236
4255	Loan Guarantee Fee (Housing Other)	\$4,572	\$3,540	46%	\$0	\$7,620
4232	Bagg Street Units Operating	\$1,104	\$0	0%	\$0	\$2,650
4256	GROH - Building Maintenance	\$4,350	\$768	10%	\$0	\$7,850
Sub Total - HOUSING OTHER OP/EXP		\$60,151	\$49,378		\$0	\$122,156
OPERATING INCOME						
4083	Loton Close ILU's Rent	(\$69,997)	(\$68,369)	41%	(\$168,000)	\$0
4103	Loton Close ILU's - Power Recoups	(\$6,250)	(\$8,490)	57%	(\$15,000)	\$0
4303	Grant - DACS	\$0	\$0	0%	\$0	\$0
4313	Loton Close ILU's - Grant - SIHI	\$0	\$0	0%	\$0	\$0
4315	ILU's - Grant RAAP & BBRF	\$0	\$0	0%	\$0	\$0
4323	J Sullivan Units - Grant - SIHI	\$0	\$0	0%	\$0	\$0
4203	J Sullivan Units - Rent	(\$15,416)	(\$16,060)	43%	(\$37,000)	\$0
4243	GROH - Rent	(\$56,248)	(\$56,566)	42%	(\$135,000)	\$0
Sub Total - HOUSING OTHER OP/INC		(\$147,911)	(\$149,485)		(\$355,000)	\$0
Total - HOUSING OTHER		(\$87,760)	(\$100,108)		(\$355,000)	\$122,156
Total - HOUSING		(\$51,692)	(\$36,294)		(\$2,983,900)	\$2,955,146

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles		YEAR TO DATE		% of	BUDGET	
And Type Of Activities Within The Programme		30 NOVEMBER 2022		Annual	2022-23	
ACCOUNT		Budget	Actual	Budget	Income	Expense
COMMUNITY AMENITIES						
SANITATION - HOUSEHOLD REFUSE						
OPERATING EXPENDITURE						
5022	Refuse Collection - Kerbside	\$24,166	\$26,217	45%	\$0	\$58,000
5012	Refuse Site Maintenance	\$3,937	\$2,736	29%	\$0	\$9,450
5013	Refuse Site Rehabilitation	\$1,104	\$2,600	98%	\$0	\$2,650
5002	Recycling Depot/Transfer Stn - Contract	\$30,239	\$32,756	45%	\$0	\$72,240
5122	Recycling Collection - Kerbside	\$24,166	\$27,317	47%	\$0	\$58,000
5142	Recycling Education	\$250	\$0	0%	\$0	\$600
5123	Waste Management Planning	\$0	\$0	0%	\$0	\$0
014D	Depreciation (Sch 10)	\$2,500	\$0	0%	\$0	\$6,000
5036	Administration Allocated Cash	\$0	\$0	0%	\$0	\$0
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP		\$86,362	\$91,626		\$0	\$206,940
OPERATING INCOME						
5023	Collection Charges - Kerbside	(\$263,904)	(\$267,681)	101%	(\$263,904)	\$0
5033	Recycling/Transfer Station Rental	(\$958)	\$0	0%	(\$2,300)	\$0
5103	TIPPING FEES/BIN HIRE	\$0	\$0	0%	\$0	\$0
5183	Sale of Recyclables	\$0	\$0	0%	\$0	\$0
010P	Profit on Sale of asset	\$0	\$0	0%	\$0	\$0
Sub Total - SANITATION H/HOLD REFUSE OP/INC		(\$264,862)	(\$267,681)		(\$266,204)	\$0
Total - SANITATION HOUSEHOLD REFUSE		(\$178,501)	(\$176,055)		(\$266,204)	\$206,940
SANITATION OTHER						
OPERATING EXPENDITURE						
5027	Verge Pick Up - Green Waste	\$0	\$0	0%	\$0	\$0
5251	Street Bins Collection - Contract	\$14,166	\$15,086	44%	\$0	\$34,000
5252	Street Bins Collection	\$0	\$0	0%	\$0	\$0
5262	Repair Street Bins	\$208	\$0	0%	\$0	\$500
5263	Drum Muster	\$2,083	\$0	0%	\$0	\$5,000
Sub Total - SANITATION OTHER OP/EXP		\$16,458	\$15,086		\$0	\$39,500
OPERATING INCOME						
5103	Tip Fees	(\$500)	\$0	0%	(\$1,200)	\$0
5303	Litter Infringements	(\$83)	\$0	0%	(\$200)	\$0
5304	Drum Muster Reimbursement Income	(\$2,083)	\$0	0%	(\$5,000)	\$0
Sub Total - SANITATION OTHER OP/INC		(\$2,667)	\$0		(\$6,400)	\$0
Total - SANITATION OTHER		\$13,791	\$15,086		(\$6,400)	\$39,500

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>SEWERAGE</b>					
	<b>OPERATING EXPENDITURE</b>					
026D	Sewer Depreciatioin Sch 10	\$804	\$0	0%	\$0	\$1,930
	<b>Sub Total - SEWERAGE OP/EXP</b>	\$804	\$0		\$0	\$1,930
	<b>OPERATING INCOME</b>					
5190	Liquid Waste Disposal Fees	\$0	\$1,304		\$0	\$0
	<b>Sub Total - SEWERAGE OP/INC</b>	\$0	\$1,304		\$0	\$0
	<b>Total - SEWERAGE</b>	\$804	\$1,304		\$0	\$1,930
	<b>PROTECTION OF THE ENVIRONMENT</b>					
	<b>OPERATING EXPENDITURE</b>					
5619	Southern Dirt Contribution	\$6,250	\$0	0%	\$0	\$15,000
5612	NRM Office Expenses	\$125	\$69	23%	\$0	\$300
5616	NRM - Salaries & Wages/Consultancy Fees	\$12,500	\$13,044	43%	\$0	\$30,000
5689	NRM - Superannuation	\$2,083	\$1,951	39%	\$0	\$5,000
5601	NRM Vehicle Costs	\$304	\$438	60%	\$0	\$730
5614	NRM - Grant Expenditure	\$0	\$74,679	0%	\$0	\$0
5681	Noxious Weeds	\$958	\$1,737	76%	\$0	\$2,300
5684	Landcare Publications	\$208	\$0	0%	\$0	\$500
5686	NRM - Enviromental Reserve M'ment	\$4,083	\$1,635	17%	\$0	\$9,800
5687	Reserve Clean Up	\$3,333	\$5,204	65%	\$0	\$8,000
5712	NRM Lotterywest Grant Expenditure	\$0	\$0	0%	\$0	\$0
5722	NRM - State NRM Grant Expenditure	\$28,749	\$2,888	4%	\$0	\$69,000
5723	NRM - Myrtle Benn/Rob. Rd Reveg Plan	\$10,416	\$0	0%	\$0	\$25,000
5734	NRM - Future Drought Fund Grant Exp.	\$7,104	\$2,240	13%	\$0	\$17,050
5752	Administration Allocation Cash	\$14,104	\$12,536	37%	\$0	\$33,850
5742	Administration Allocation Non-Cash	\$948	\$0	0%	\$0	\$2,275
114D	Asset Depreciation Environment	\$0	\$0	0%	\$0	\$0
040D	Asset Depreciation (Sch 10)	\$0	\$0	0%	\$0	\$0
	<b>Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP</b>	\$91,165	\$116,421		\$0	\$218,805
	<b>OPERATING INCOME</b>					
5603	NRM Grants	(\$30,922)	(\$12,750)	17%	(\$74,216)	\$0
5613	NRM Contributions	\$0	\$0	0%	\$0	\$0
	<b>Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC</b>	(\$30,922)	(\$12,750)		(\$74,216)	\$0
	<b>Total - PROTECTION OF THE ENVIRONMENT</b>	\$60,243	\$103,671		(\$74,216)	\$218,805



**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
TOWN PLANNING AND REGIONAL DEVELOPMENT						
OPERATING EXPENDITURE						
5842	Town Planning Salaries	\$12,500	\$14,524	48%	\$0	\$30,000
5872	Superannuation	\$0	\$0	0%	\$0	\$0
5882	Insurances	\$0	\$0	0%	\$0	\$0
5922	TPS Review	\$0	\$0	0%	\$0	\$0
5923	Town Planning Consultants	\$0	\$0	0%	\$0	\$0
5954	Municipal Heritage Review	\$0	\$0	0%	\$0	\$0
5952	Town Planning Legal Costs	\$0	\$0	0%	\$0	\$0
5962	Administration Allocated Cash	\$7,052	\$6,268	37%	\$0	\$16,925
5832	Administration Allocated Non-Cash	\$379	\$0	0%	\$0	\$910
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$19,930	\$20,792		\$0	\$47,835
OPERATING INCOME						
5973	Planning Fees	(\$3,333)	(\$1,538)	19%	(\$8,000)	\$0
Sub Total - TOWN PLAN & REG DEV OP/INC		(\$3,333)	(\$1,538)		(\$8,000)	\$0
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		\$16,597	\$19,254		(\$8,000)	\$47,835
COMMUNITY AMENITIES - CEMETERIES						
OPERATING EXPENDITURE						
5999	Cemetery Digital Database	\$333	\$0	0%	\$0	\$800
6001	Cemetery - Grave Digging	\$10,520	\$20,499	81%	\$0	\$25,250
6006	Kojonup Cemetery - Niche Wall Maint	\$525	\$394	31%	\$0	\$1,260
6002	Kojonup Cemetery - Grounds Maint	\$7,050	\$7,928	47%	\$0	\$16,920
6000	Kojonup Cemetery - Trees	\$937	\$544	24%	\$0	\$2,250
6012	Boscabel Cemetery - Grounds Maint	\$333	\$0	0%	\$0	\$800
6014	Muradup Cemetery - Grounds Maintenance	\$833	\$1,617	81%	\$0	\$2,000
015D	Community Amenities Buildings Depreciation	\$7,916	\$0	0%	\$0	\$19,000
027D	Cemetery Depreciation	\$125	\$0	0%	\$0	\$300
Sub Total - COMMUNITY AMEN - CEMETERIES OP/EXP		\$28,574	\$30,982		\$0	\$68,580
OPERATING INCOME						
6013	Cemetery Fees (Inc Gst)	(\$10,833)	(\$11,492)	44%	(\$26,000)	\$0
6023	Cemetery Fees Licences (Not Inc Gst)	(\$2,292)	(\$425)	8%	(\$5,500)	\$0
Sub Total - COMMUNITY AMEN - CEMETERIES OP/INC		(\$13,124)	(\$11,917)		(\$31,500)	\$0
Total - COMMUNITY AMENITIES CEMETERIES		\$15,449	\$19,064		(\$31,500)	\$68,580

SHIRE OF KOJONUP		YEAR TO DATE		% of Annual Budget	BUDGET	
MONTHLY FINANCIAL REPORT		30 NOVEMBER 2022			2022-23	
Details By function Under The Following Programme Titles		Budget	Actual		Income	Expense
And Type Of Activities Within The Programme						
ACCOUNT						
COMMUNITY AMENITIES - PUBLIC CONVENIENCES & OTHER						
OPERATING EXPENDITURE						
6042	Harrison Place Conveniences - Maint	\$104	\$0	0%	\$0	\$250
6044	Harrison Place Conveniences - Cleaning	\$6,425	\$620	4%	\$0	\$15,000
6024	Curly Wig - Building Maintenance	\$0	\$80	0%	\$0	\$0
6034	CWA - Building Maintenance	\$1,947	\$1,009	25%	\$0	\$4,000
6052	Town Street & Park Seating	\$483	\$0	0%	\$0	\$1,160
6054	Townscape Plan	\$0	\$0	0%	\$0	\$0
6112	Community Resource Centre / Telecentre	\$0	\$904	0%	\$0	\$0
6132	Community Bus Maintenance	\$958	\$940	48%	\$0	\$1,950
6134	YMCA Bus Operating	\$0	\$0	0%	\$0	\$0
6144	Loan Guarantee Fee - Loan 146	\$0	\$176	0%	\$0	\$0
6142	Administration Allocated Non-Cash	\$948	\$0	0%	\$0	\$2,275
6152	Administration Allocated Cash	\$15,867	\$14,103	37%	\$0	\$38,082
Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/EXP		\$26,732	\$17,834	\$1	\$0	\$62,717
OPERATING INCOME						
6133	Community Bus Hire	(\$833)	\$0	0%	(\$2,000)	\$0
Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/INC		(\$833)	\$0	\$0	(\$2,000)	\$0
Total - COMMUNITY AMENITIES PUBLIC CONVEN & OTHER		\$25,899	\$17,834		(\$2,000)	\$62,717
COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT						
OPERATING EXPENDITURE						
6062	Salaries (Community Development)	\$8,333	\$631	3%	\$0	\$20,000
6064	Men's Shed - Building Maintenance	\$1,246	\$673	27%	\$0	\$2,500
6082	Superannuation	\$833	\$0	0%	\$0	\$2,000
6092	Employee Insurances	\$0	\$0	0%	\$0	\$0
6102	Conferences & Training	\$625	\$0	0%	\$0	\$1,500
6153	Youth Activities / Events	\$0	\$0	0%	\$0	\$0
6154	Events - Community	\$5,416	(\$955)	-7%	\$0	\$13,000
6155	Events - Marketing & Community Collateral	\$417	\$0	0%	\$0	\$1,000
6103	Community Development Consultants	\$0	\$0	0%	\$0	\$0
6167	Comm Development - Subscriptions	\$208	\$0	0%	\$0	\$500
6168	Comm Development - Minor New	\$417	\$0	0%	\$0	\$1,000
Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/EXP		\$17,495	\$349		\$0	\$41,500
OPERATING INCOME						
6043	Mens Shed Rental	\$0	\$0	0%	\$0	\$0
6045	LR&CIP Grant - Mens Shed	\$0	(\$234,705)	31%	(\$750,000)	\$0
6123	Events - Ticket Sales and Misc Revenue	(\$2,500)	(\$5,664)	94%	(\$6,000)	\$0
6143	LotteryWest Grant - Mens Shed	\$0	\$0	0%	(\$205,685)	\$0
6173	SMALL GRANTS	(\$2,083)	\$0	0%	(\$5,000)	\$0
Total - COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT		\$12,912	(\$240,020)		(\$966,685)	\$41,500
Total - COMMUNITY AMENITIES		(\$32,805)	(\$239,863)		(\$1,355,005)	\$687,807

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
RECREATION & CULTURE						
PUBLIC HALL & CIVIC CENTRES						
OPERATING EXPENDITURE						
6202	Memorial Hall - Cleaning & Operations	\$14,083	\$15,672	69%	\$0	\$22,600
6212	RSL Hall - Cleaning & Operations	\$3,129	\$3,649	49%	\$0	\$7,510
6214	Memorial Hall - Building Maintenance	\$5,833	\$1,824	13%	\$0	\$14,000
6216	Mobrup Hall - Building Expenses	\$0	\$70	0%	\$0	\$0
6218	Muradup Hall - Building Expenses	\$1,792	\$1,333	52%	\$0	\$2,550
6219	Qualeup Hall - Building Expenses	\$417	\$16	2%	\$0	\$1,000
6224	Memorial Hall - Grounds Maintenance	\$958	\$2,085	91%	\$0	\$2,300
6222	Memorial Hall - Minor Purchases	\$0	\$0	0%	\$0	\$0
6226	Changerup Hall - Building Expenses	\$0	\$0	0%	\$0	\$0
6227	Boscabel Hall - Building Expenses	\$2,117	\$16	0%	\$0	\$5,010
6232	All Halls - Cutlery & Crockery	\$833	\$980	49%	\$0	\$2,000
6324	RSL Hall - Building Maintenance	\$1,837	\$1,418	41%	\$0	\$3,500
6146	Interest on Loan	\$0	\$0	0%	\$0	\$15,345
6147	Loan Guarantee Fee	\$0	\$0	0%	\$0	\$2,800
New	General Administration Allocated	\$0	\$0	0%	\$0	\$0
033P	Loss on Sale of Assets	\$0	\$0	0%	\$0	\$0
016D	Public Halls Building Depreciation	\$37,499	\$0	0%	\$0	\$90,000
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP		\$68,498	\$27,062		\$0	\$168,615
OPERATING INCOME						
6203	Memorial Hall Rentals	(\$667)	(\$1,455)	91%	(\$1,600)	\$0
6213	RSL Hall Rentals	(\$375)	(\$608)	68%	(\$900)	\$0
6225	Lotteries Grants	\$0	\$0	0%	\$0	\$0
6243	Grant - LR&CIP (Harrison Place)	\$0	\$0	0%	(\$197,625)	\$0
6233	Grant - LR & CIP (Memorial Hall)	\$0	\$0	0%	\$0	\$0
017P	Profit on Sale of Assets	\$0	\$0	0%	\$0	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC		(\$1,042)	(\$2,063)		(\$200,125)	\$0
Total - PUBLIC HALL & CIVIC CENTRES		\$67,456	\$24,999		(\$200,125)	\$168,615

# SHIRE OF KOJONUP

## MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
OTHER RECREATION & SPORT						
OPERATING EXPENDITURE						
6342	Salaries - Other Recreation	\$22,916	\$19,442	35%	\$0	\$55,000
6343	Superannuation	\$2,708	\$3,396	52%	\$0	\$6,500
6362	Kojonup Springs Conveniences	\$8,444	\$8,369	42%	\$0	\$19,846
6364	Kojonup Springs Grounds Maintenance	\$3,958	\$5,803	61%	\$0	\$9,500
6372	Apex Park Conveniences - Operating	\$18,099	\$17,954	43%	\$0	\$42,117
6373	Apex Park Conveniences - Building Maint	\$1,042	\$716	29%	\$0	\$2,500
6374	Apex Park - Grounds Maint	\$18,212	\$15,564	36%	\$0	\$43,500
6382	Railway Reserve Conveniences	\$921	\$1,080	65%	\$0	\$1,650
6392	Newstead Park - Grounds Maint	\$3,167	\$4,860	64%	\$0	\$7,600
6394	Railway Reserve Grounds Maint	\$7,266	\$5,646	35%	\$0	\$16,250
6401	Trails Master Planning	\$0	\$0	0%	\$0	\$0
6402	Sports Complex - Netball Conveniences	\$2,817	\$4,966	80%	\$0	\$6,200
6403	Sports Complex - Netball Area Maint	\$1,229	\$204	7%	\$0	\$2,950
6404	Sports Complex - Grounds Maint	\$52,081	\$58,126	47%	\$0	\$125,000
6408	Sports Complex - Conveniences	\$2,771	\$4,943	74%	\$0	\$6,650
6412	Hillman Park - Grounds Maint	\$3,325	\$8,025	101%	\$0	\$7,980
6414	Sports Complex - Reticulation	\$4,167	\$1,885	19%	\$0	\$10,000
6415	Oval Lighting	\$625	\$1,282	85%	\$0	\$1,500
6422	Kojonup Bk (Piesse Park) - Grounds Maint	\$4,385	\$3,829	36%	\$0	\$10,525
6425	Sports Complex - Hockey Club Building	\$217	\$21	5%	\$0	\$450
6426	Subscriptions	\$208	\$168	34%	\$0	\$500
6434	Water - Turkey Nest Dam Maintenance	\$2,729	\$2,800	43%	\$0	\$6,550
6435	Water - Showgrounds Maint	\$825	\$637	32%	\$0	\$1,980
6436	Consultants - Other Rec	\$8,333	\$7,970	40%	\$0	\$20,000
6444	Muradup Townsite Grounds	\$5,000	\$4,263	36%	\$0	\$12,000
6446	Conferences & Training	\$750	\$1,424	79%	\$0	\$1,800
6452	Playground Safety & Minor Upgrades	\$1,687	\$4,069	100%	\$0	\$4,050
6454	Kojonup Town Entrances	\$1,229	\$280	9%	\$0	\$2,950
6474	Industrial Area Slashing & Spraying	\$750	\$1,836	102%	\$0	\$1,800
6477	Sports Complex - Utilities & Insurance	\$11,787	\$12,195	69%	\$0	\$17,620
6486	Rail Trails	\$5,060	\$0	0%	\$0	\$12,145
6492	Myrtle Benn Reserve	\$917	\$4,847	220%	\$0	\$2,200
6494	Sundry Reserves	\$9,008	\$7,268	35%	\$0	\$20,500
6502	Grant Development	\$833	\$4,500	225%	\$0	\$2,000
6552	Sports Complex - Cleaning	\$5,583	\$8,762	65%	\$0	\$13,400
6554	Sports Complex - Building Maint	\$3,125	\$2,354	31%	\$0	\$7,500
6558	Loan Guarantee Fee	\$8,055	\$5,033	37%	\$0	\$13,425
6559	Recreation - Interest on Loans	\$22,393	\$21,676	40%	\$0	\$54,730
6592	Skate Park	\$417	\$325	32%	\$0	\$1,000
6792	Admin Allocation - Cash	\$13,751	\$12,223	37%	\$0	\$33,004
7107	Polocrosse Works Requested	\$208	\$637	127%	\$0	\$500
033L	Loss on Sale of Assets	\$0	\$0	0%	\$0	\$0
017D	Other Sport Buildings Depreciation	\$208,325	\$0	0%	\$0	\$500,000
Sub Total - OTHER RECREATION & SPORT OP/EXP		\$469,322	\$269,378		\$0	\$1,105,372
OPERATING INCOME						
6463	Grant - Drought Communities (Netball Roof)	\$0	\$0	0%	(\$25,858)	\$0
6473	Grant - Rail Trails	\$0	\$0	0%	(\$12,145)	\$0
6513	Contrib-Foot Club Sports Complex	\$0	\$0	0%	(\$4,800)	\$0
6523	Complex Bldg Fees	(\$2,708)	(\$1,743)	27%	(\$6,500)	\$0
6533	Rec Ground Lease Fees	\$0	\$0	0%	(\$3,000)	\$0
6553	Contribution-Dept Education - Oval	\$0	\$15,458	-52%	(\$30,000)	\$0
6613	Lotterywest - Playground/Gym/Shade	\$0	(\$413,707)	100%	(\$413,700)	\$0
6623	Grant - CSRFF	\$0	\$0	0%	(\$28,000)	\$0
6633	Grant - LR&CI Program	\$0	\$0	0%	(\$88,822)	\$0
6643	Grant - Trails	\$0	\$0	0%	(\$20,000)	\$0
6663	Contribution - Apex Club	\$0	\$0	0%	(\$27,330)	\$0
Sub Total - OTHER RECREATION & SPORT OP/INC		(\$2,708)	(\$399,992)		(\$660,155)	\$0
Total - OTHER RECREATION & SPORT		\$466,614	(\$130,614)		(\$660,155)	\$1,105,372

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles		YEAR TO DATE		% of	BUDGET	
And Type Of Activities Within The Programme		30 NOVEMBER 2022		Annual	2022-23	
ACCOUNT		Budget	Actual	Budget	Income	Expense
SWIMMING AREAS & BEACHES						
OPERATING EXPENDITURE						
6252	Building Maintenance	\$2,500	\$544	9%	\$0	\$6,000
6254	Consumables & Minor Expenses	\$625	\$48	3%	\$0	\$1,500
6257	Utilities & Telephone	\$11,666	\$6,745	24%	\$0	\$28,000
6258	Insurance	\$10,600	\$10,818	102%	\$0	\$10,600
6261	Maintenance - Builder	\$1,042	\$0	0%	\$0	\$2,500
6262	Grounds Maintenance	\$2,917	\$2,310	33%	\$0	\$7,000
6264	Swimmin Pool - Chemicals	\$3,333	\$1,063	13%	\$0	\$8,000
6271	Non-Capital Purchases per 10yr Plan	\$625	\$0	0%	\$0	\$1,500
6272	Equipment Maintenance	\$3,333	\$991	12%	\$0	\$8,000
6274	Kiosk - COGS	\$833	\$663	33%	\$0	\$2,000
6352	Swimming Pool Salaries	\$27,082	\$5,881	9%	\$0	\$65,000
6353	Superannuation	\$2,917	\$1,641	23%	\$0	\$7,000
6354	Conferences & Training	\$625	\$0	0%	\$0	\$1,500
6356	Staff Housing Subsidy (S/Pool)	\$2,917	\$1,820	26%	\$0	\$7,000
6292	Administration Allocated Cash	\$7,052	\$6,268	37%	\$0	\$16,925
050D	Depreciation Buildings	\$29,166	\$0	0%	\$0	\$70,000
Sub Total - SWIMMING AREAS & BEACHES OP/EXP		\$107,232	\$38,794		\$0	\$242,525
OPERATING INCOME						
6294	Pool Entry Fees	(\$3,333)	(\$6,045)	76%	(\$8,000)	\$0
6295	Pool Kiosk Sales	(\$2,083)	(\$408)	8%	(\$5,000)	\$0
6296	Pool Daily Entry Fees	(\$2,500)	(\$815)	14%	(\$6,000)	\$0
Sub Total - SWIMMING AREAS & BEACHES OP/INC		(\$7,916)	(\$7,268)		(\$19,000)	\$0
Total - SWIMMING AREAS & BEACHES		\$99,315	\$31,527		(\$19,000)	\$242,525
TV & RADIO BROADCASTING & RETRANSMISSION						
OPERATING EXPENDITURE						
6752	Television Translator	\$37	\$38	102%	\$0	\$37
6772	VHF Repeater Operating/Maintenance	\$0	\$0	0%	\$0	\$0
Sub Total - TV & RADIO RETRANSMISSION OP/EXP		\$37	\$38		\$0	\$37
Total - TV & RADIO RETRANSMISSION		\$37	\$38		\$0	\$37

# SHIRE OF KOJONUP

## MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>LIBRARIES</b>					
	<b>OPERATING EXPENDITURE</b>					
6812	Library Salaries	\$30,832	\$31,152	42%	\$0	\$74,000
6842	Superannuation	\$3,333	\$3,300	41%	\$0	\$8,000
6852	Emp Insurances (Lib)	\$2,425	\$2,078	86%	\$0	\$2,425
6862	Conference & Training (Lib)	\$417	\$0	0%	\$0	\$1,000
6882	Library Operating Expenses	\$1,250	\$637	21%	\$0	\$3,000
6892	Lib Software Licencing	\$708	\$1,801	106%	\$0	\$1,700
6902	Library Resource Purchases	\$833	\$809	40%	\$0	\$2,000
6903	Library Regional Activity Plan Contribution	\$1,833	\$3,964	90%	\$0	\$4,400
6907	Library-Replace Lost/Damaged Books	\$0	\$0	0%	\$0	\$0
6942	Administration Allocated Cash	\$7,052	\$6,268	37%	\$0	\$16,925
6952	Administration Allocated Non-Cash	\$948	\$0	0%	\$0	\$2,275
6982	Seniors Week Grant Expenses	\$83	\$0	0%	\$0	\$200
6992	Be Connected Expenses	\$0	\$0	0%	\$0	\$0
018D	Depreciation Furniture	\$0	\$0	0%	\$0	\$0
	<b>Sub Total - LIBRARIES OP/EXP</b>	\$49,715	\$50,009		\$0	\$115,925
	<b>OPERATING INCOME</b>					
6963	Library Fines & Penalties - Lost Books	\$0	\$0	0%	\$0	\$0
6973	Sundry Income	(\$8)	\$0	0%	(\$20)	\$0
6983	Seniors Week Grant	(\$417)	\$0	0%	(\$1,000)	\$0
6993	Be Connected Income	\$0	\$0	0%	\$0	\$0
	<b>Sub Total - LIBRARIES OP/INC</b>	(\$425)	\$0		(\$1,020)	\$0
	<b>Total - LIBRARIES</b>	\$49,290	\$50,009		(\$1,020)	\$115,925
	<b>HERITAGE &amp; OTHER CULTURE</b>					
	<b>OPERATING EXPENDITURE</b>					
7002	Historical Society - Donation	\$0	\$0	0%	\$0	\$8,000
7022	Old Military Barracks	\$42	\$16	16%	\$0	\$100
7024	Old Post Office - Building Maintenance	\$1,627	\$818	28%	\$0	\$2,910
7032	Elverd Cottage - Building Mtce	\$1,300	\$1,110	56%	\$0	\$2,000
7034	Elverd Cottage - Ground Maint	\$775	\$508	27%	\$0	\$1,860
7046	Old Post Office - Grounds Maintenance	\$1,408	\$0	0%	\$0	\$2,400
7106	Showgrounds - Building Maintenance	\$5,550	\$8,429	105%	\$0	\$8,000
7101	Annual Show - Works Assistance	\$5,833	\$18,779	134%	\$0	\$14,000
7103	Muradup & Jingalup War Memorials	\$417	\$0	0%	\$0	\$1,000
7222	Military Barracks - Ground Maint	\$2,218	\$3,983	93%	\$0	\$4,301
019D	Depreciation Buildings	\$10,416	\$0	0%	\$0	\$25,000
	<b>Sub Total - OTHER CULTURE OP/EXP</b>	\$29,585	\$33,676		\$0	\$69,571
	<b>OPERATING INCOME</b>					
7243	Grant Funding Kojonup Bush Tucker & Sculpture Trail		\$0	0%	\$0	\$0
	<b>Sub Total - OTHER CULTURE OP/INC</b>	\$0	\$0		\$0	\$0
	<b>Total - OTHER CULTURE</b>	\$29,585	\$33,676		\$0	\$69,571
	<b>Total - RECREATION AND CULTURE</b>	\$712,297	\$9,635		(\$880,300)	\$1,702,045



# SHIRE OF KOJONUP

## MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP		YEAR TO DATE		% of	BUDGET	
MONTHLY FINANCIAL REPORT		30 NOVEMBER 2022		Annual	2022-23	
Details By function Under The Following Programme Titles		Budget	Actual	Budget	Income	Expense
And Type Of Activities Within The Programme						
ACCOUNT						
STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE						
OPERATING EXPENDITURE						
7632	Town Streets - Drainage Mtce	\$6,781	\$3,749	23%	\$0	\$16,275
7642	ROADS MTCE - FLOOD DAMAGE.	\$0	\$76	0%	\$0	\$0
7662	Bridge Maintenance	\$53,145	\$25,897	28%	\$0	\$92,550
7672	Footpath Maintenance	\$4,375	\$16,911	161%	\$0	\$10,500
7682	Lighting Of Streets	\$24,166	\$24,778	43%	\$0	\$58,000
7692	Depot Maint	\$17,120	\$19,863	54%	\$0	\$36,960
7694	Depot - Grounds & Nursery Maint	\$3,333	\$1,023	13%	\$0	\$8,000
7695	Depot - OHS Minor Items	\$525	\$30	2%	\$0	\$1,260
7704	Depot Cleaning	\$7,875	\$15,417	82%	\$0	\$18,900
RM01	Grading	\$252,073	\$491,471	81%	\$0	\$605,000
RM02	Grading - Summer	\$0	\$191	0%	\$0	\$0
RM03	Drainage Maintenance	\$80,934	\$86,890	45%	\$0	\$194,250
RM04	Bitumen Patching/Repair	\$30,624	\$54,705	74%	\$0	\$73,500
RM05	Guide Post & Signage	\$19,687	\$22,558	48%	\$0	\$47,250
RM06	Roadside Spraying	\$15,208	\$18,009	49%	\$0	\$36,500
RM08	Rural Limb & Tree Removal - Fallen	\$24,034	\$35,052	61%	\$0	\$57,683
RM10	Traffic Counter Transportation	\$0	\$2,143	0%	\$0	\$0
RM11	Kerb Maintenance	\$1,312	\$2,597	82%	\$0	\$3,150
RM15	Trees Rural Major Works	\$26,249	\$64,547	102%	\$0	\$63,000
RM16	Townsite-Kojonup-Verge Mtce	\$34,124	\$58,160	71%	\$0	\$81,900
RM17	Townsite Trees - General Mtce	\$6,791	\$4,093	25%	\$0	\$16,300
RM18	TOWNSITE TREES - UPGRADE, WATERING etc	\$1,375	\$0	0%	\$0	\$3,300
RM19	Townsite Trees - Pruning - Contractor	\$4,666	\$4,145	37%	\$0	\$11,200
RM20	Road Accident Recovery	\$437	\$0	0%	\$0	\$1,050
RM21	STORM DAMAGE CLEANUP WANDRRA FUNDED EXP	\$0	\$0	0%	\$0	\$0
RM22	Removal of Street Trees	\$5,125	\$4,577	37%	\$0	\$12,300
RM23	Townsite Street Sweeping	\$4,375	\$3,360	32%	\$0	\$10,500
RM24	Carpark Line marking	\$2,187	\$0	0%	\$0	\$5,250
7702	Administration Allocated Cash	\$141,038	\$125,363	37%	\$0	\$338,504
020D	Depreciation on Road Assets	\$812,676	\$0	0%	\$0	\$1,950,500
122L	Loss on Sale of Asset	\$0	\$0	0%	\$0	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP		\$1,580,235	\$1,087,542		\$0	\$3,753,582
OPERATING INCOME						
7405	Roads Grants RRG	(\$420,562)	(\$192,000)	19%	(\$1,023,405)	\$0
7315	Grant - Speed Signs	\$0	\$0	0%	\$0	\$0
7323	Grant - LR&CIP	\$0	\$0	0%	(\$169,411)	\$0
7375	Main Roads WA Direct Grant	(\$160,000)	(\$3,711)	2%	(\$160,000)	\$0
7325	Grant - Special	\$0	\$0	0%	(\$276,000)	\$0
7435	Roads to Recovery - Current Allocation	(\$181,650)	(\$273,173)	63%	(\$432,500)	\$0
7605	Sale of Small Items	(\$3,200)	(\$955)	12%	(\$8,000)	\$0
7683	Street Lighting Contribution	\$0	\$0	0%	(\$10,000)	\$0
7699	WANDRRA FUNDING	\$0	\$0	0%	\$0	\$0
7773	BILLBOARD ADVERTISING	\$0	\$1,636	0%	\$0	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		(\$765,412)	(\$468,202)		(\$2,079,316)	\$0
Total - MTCE STREETS ROADS DEPOTS		\$814,822	\$619,340		(\$2,079,316)	\$3,753,582

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
AERODROMES						
OPERATING EXPENDITURE						
7762	Airport Building - Miantenance	\$1,913	\$1,545	40%	\$0	\$3,850
7761	Interest on Loan ( Airstrip)	\$1,032	\$1,033	62%	\$0	\$1,669
7764	Airport Building - Cleaning	\$842	\$410	20%	\$0	\$2,020
7771	Loan Guarantee Fee (Airstrip)	\$576	\$480	50%	\$0	\$960
7772	Airstrip Operations	\$21	\$0	0%	\$0	\$50
7774	Airstrip Ground Maintenance	\$2,333	\$9,162	164%	\$0	\$5,600
Sub Total - AERODROMES OP/EXP		\$6,717	\$12,628		\$0	\$14,149
OPERATING INCOME						
7793	Sundry Income - Airport	\$0	\$0	0%	\$0	\$0
7794	RADS Grant - Airstrip	\$0	\$0	0%	\$0	\$0
Sub Total - AERODROMES OP/INC		\$0	\$0		\$0	\$0
Total - AERODROMES		\$6,717	\$12,628		\$0	\$14,149
Total - TRANSPORT		\$821,539	\$631,968		(\$2,079,316)	\$3,767,731

**SHIRE OF KOJONUP****MONTHLY FINANCIAL REPORT**

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET	
MONTHLY FINANCIAL REPORT					2022-23	
Details By function Under The Following Programme Titles And Type Of Activities Within The Programme					Income	Expense
ACCOUNT		Budget	Actual			
	ECONOMIC SERVICES					
	RURAL SERVICES					
	OPERATING EXPENDITURE					
023D	Depreciation (Sch 13)	\$3,333	\$0	0%	\$0	\$8,000
8002	Water Standpipes	\$14,524	\$8,965	26%	\$0	\$34,860
8006	Rural Street Addressing	\$42	\$0	0%	\$0	\$100
					\$0	\$0
	Sub Total - RURAL SERVICES OP/EXP	\$17,899	\$8,965		\$0	\$42,960
	OPERATING INCOME					
8003	Water Standpipe Charges	(\$14,583)	(\$10,634)	30%	(\$35,000)	\$0
8103	GSDC Grant - Water Re-use	\$0	\$0	0%	\$0	\$0
8113	Dep't of Water Grant - Water Re-use	\$0	\$0	0%	(\$103,806)	\$0
	Sub Total - RURAL SERVICES OP/INC	(\$14,583)	(\$10,634)		(\$138,806)	\$0
	Total - RURAL SERVICES	\$3,317	(\$1,669)		(\$138,806)	\$42,960

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles		YEAR TO DATE		% of	BUDGET	
And Type Of Activities Within The Programme		30 NOVEMBER 2022		Annual	2022-23	
ACCOUNT		Budget	Actual	Budget	Income	Expense
TOURISM AND AREA PROMOTION - KODJA PLACE						
OPERATING EXPENDITURE						
8302	Salaries (Tour)	\$95,830	\$101,029	44%	\$0	\$230,000
8344	Superannuation - Visitors Centre	\$10,000	\$13,768	57%	\$0	\$24,000
8364	Tour Guide Expenses	\$7,500	\$7,297	41%	\$0	\$18,000
8322	Employee Insurances (Tour)	\$4,850	\$4,157	86%	\$0	\$4,850
8342	Conferences & Training	\$417	\$516	52%	\$0	\$1,000
8312	Legal Expenses	\$0	\$0	0%	\$0	\$0
8106	Kojonup Events marketing - EG8 - Comm Ass	\$0	\$0	0%	\$0	\$0
8109	Story Area (Mosaic)	\$417	\$100	10%	\$0	\$1,000
8367	Story Area (Digital)	\$208	\$0	0%	\$0	\$500
8110	Catering	\$833	\$1,835	92%	\$0	\$2,000
8368	Activity (Educational)	\$2,917	\$0	0%	\$0	\$7,000
8126	Insurances - Various	\$14,000	\$14,789	106%	\$0	\$14,000
8152	Public Liability Insurance - Kodja Place	\$8,000	\$8,184	102%	\$0	\$8,000
8142	Printing, Stationary & Office Expenses	\$4,583	\$4,526	41%	\$0	\$11,000
8162	Building Maintenance	\$4,167	\$2,494	25%	\$0	\$10,000
8557	Building Maintenance BCC	\$417	\$969	97%	\$0	\$1,000
8164	Utilities	\$8,333	\$7,981	40%	\$0	\$20,000
8166	Cleaning	\$13,854	\$19,616	59%	\$0	\$33,250
8172	Grounds Maintenance	\$5,091	\$36,238	297%	\$0	\$12,220
8174	Kodja Place Rose Maze Grounds Maint	\$18,975	\$13,871	30%	\$0	\$45,542
8192	Misc Expenses	\$2,083	\$2,606	52%	\$0	\$5,000
8358	Kodja Place Website	\$1,250	\$0	0%	\$0	\$3,000
8444	Retail Stock - COGS	\$20,833	\$23,302	47%	\$0	\$50,000
8394	Events	\$8,333	\$418	2%	\$0	\$20,000
8412	General Administration Allocated Cash	\$62,057	\$55,160	37%	\$0	\$148,942
8422	General Administration Allocated Non-Cash	\$948	\$0	0%	\$0	\$2,275
022D	Depreciation	\$32,915	\$0	0%	\$0	\$79,000
055D	Depreciation	\$292	\$0	0%	\$0	\$700
Sub Total - TOURISM & AREA PROMOTION KODJA OP/EXP		\$329,100	\$318,855		\$0	\$752,279
OPERATING INCOME						
8205	Kodja Place - Visitor Fees	(\$2,083)	(\$2,127)	43%	(\$5,000)	\$0
8203	Kodja Place - Hire Fees	(\$646)	(\$927)	60%	(\$1,550)	\$0
8204	Tour Groups	(\$417)	(\$2,137)	214%	(\$1,000)	\$0
8207	Kodja Place - Activity Fees	(\$417)	(\$1,119)	112%	(\$1,000)	\$0
8123	Mature Aged Noongar Traineeship	\$0	\$0	0%	\$0	\$0
8213	Cafe Lease Fees	(\$5,951)	(\$7,035)	49%	(\$14,282)	\$0
8223	Membership Fees & Brochure Racking	(\$208)	\$0	0%	(\$500)	\$0
8233	Events	(\$8,333)	(\$3,913)	20%	(\$20,000)	\$0
8243	Retail Sales	(\$29,166)	(\$26,700)	38%	(\$70,000)	\$0
8253	Sales - Goods on Consignment	\$0	\$0	0%	\$0	\$0
8263	Sales - Commissions	(\$833)	(\$2,897)	145%	(\$2,000)	\$0
8333	Grant for Oral Histories	\$0	\$0	0%	\$0	\$0
8334	Grant for Story Area (Digital)	\$0	\$0	0%	\$0	\$0
8283	Donations	(\$312)	(\$601)	80%	(\$750)	\$0
8484	Rose Maze Book Revenue	\$0	\$0	0%	\$0	\$0
Sub Total - TOURISM & AREA PROMOTION KODJA OP/INC		(\$48,366)	(\$47,462)		(\$116,082)	\$0
Total - TOURISM & AREA PROMOTION KODJA PLACE		\$280,734	\$271,393		(\$116,082)	\$752,279

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP		YEAR TO DATE		% of	BUDGET	
MONTHLY FINANCIAL REPORT		30 NOVEMBER 2022		Annual	2022-23	
Details By function Under The Following Programme Titles		Budget	Actual	Budget	Income	Expense
And Type Of Activities Within The Programme						
ACCOUNT						
TOURISM & AREA PROMOTION OTHER						
OPERATING EXPENDITURE						
8101	Kojonup Marketing & Promotions	\$833	\$6,325	316%	\$0	\$2,000
8107	Hidden Treasures	\$5,041	\$11,000	91%	\$0	\$12,100
8414	Wool Wagon	\$83	\$0	0%	\$0	\$200
8354	Subscriptions, Accreditation, etc.	\$1,667	\$2,719	68%	\$0	\$4,000
8374	Australia Day Breakfast	\$875	\$0	0%	\$0	\$2,100
8371	EV Charging Station	\$2,083	\$1,977	40%	\$0	\$5,000
8432	Railway Station Building Maintenance	\$833	\$172	9%	\$0	\$2,000
8403	Tourist Railway - Upgrade to Farrar	\$0	\$0	0%	\$0	\$0
8402	Railway Station Building - Operating	\$500	\$401	80%	\$0	\$500
029D	Depreciation	\$39,998	\$0	0%	\$0	\$96,000
Sub Total - TOURISM & AREA PROM OTHER OP/EXP		\$51,915	\$23,597		\$0	\$123,900
OPERATING INCOME						
8494	EV Charging Station	(\$2,083)	(\$2,269)	45%	(\$5,000)	\$0
Sub Total - TOURISM & AREA PROM OTHER OP/INC		(\$2,083)	(\$2,269)		(\$5,000)	\$0
Total - TOURISM & AREA PROMOTION OTHER		\$49,831	\$21,328		(\$5,000)	\$123,900
BUILDING CONTROL						
OPERATING EXPENDITURE						
8552	Building Admin. Salaries	\$16,770	\$21,598	54%	\$0	\$40,250
8572	Superannuation	\$2,344	\$5,884	105%	\$0	\$5,625
8602	Other Emp Costs (Bldg)	\$2,508	\$2,078	79%	\$0	\$2,625
8612	Vehicle Operating Bld Svyr	\$4,583	\$6,846	62%	\$0	\$11,000
8622	Building Control Expenses	\$833	\$0	0%	\$0	\$2,000
8672	Admin Realloc Cash (Bldg)	\$7,052	\$6,268	37%	\$0	\$16,925
8682	Admin Realloc Non Cash (Bldg)	\$379	\$0	0%	\$0	\$910
8684	Loan Guarantee Fee	\$0	\$170	0%		
Sub Total - BUILDING CONTROL OP/EXP		\$34,470	\$42,845		\$0	\$79,335
OPERATING INCOME						
8653	Building Licence Fees	(\$2,500)	(\$3,421)	57%	(\$6,000)	\$0
8663	Bcitr & Brb Commissions	(\$104)	(\$136)	54%	(\$250)	\$0
8633	Private Pool Inspection Charges	\$0	\$0	0%	\$0	\$0
8643	Shared Resources	\$0	\$0	0%	\$0	\$0
Sub Total - BUILDING CONTROL OP/INC		(\$2,604)	(\$3,557)		(\$6,250)	\$0
Total - BUILDING CONTROL		\$31,865	\$39,288		(\$6,250)	\$79,335

**SHIRE OF KOJONUP****MONTHLY FINANCIAL REPORT**

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
OTHER ECONOMIC SERVICES						
OPERATING EXPENDITURE						
014P	Profit/Loss (Sch 13)	\$0	\$0	0%	\$0	\$0
033D	Depreciation (Sch 13 - Saleyards)	\$354	\$0	0%	\$0	\$850
8011	Wash Down Bay - Repairs	\$1,843	\$181	4%	\$0	\$4,200
8801	Wash Down Bay - Other	\$44	\$0	0%	\$0	\$105
8807	Wash Down Bay - Utility Charges	\$4,375	\$3,094	29%	\$0	\$10,500
8800	Saleyards - Ground Maintenance	\$3,458	\$1,421	17%	\$0	\$8,300
8808	Saleyards - Insurances	\$400	\$380	95%	\$0	\$400
8802	Saleyards - Other	\$362	\$91	10%	\$0	\$870
8872	Loan Guarantee Fee	\$0	\$0	0%	\$0	\$2,660
8912	Subdivision - Interest on Loans	\$0	\$0	0%	\$0	\$14,811
	Land Development Expenses	\$0	\$0	0%	\$0	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/EXP		\$10,837	\$5,166		\$0	\$42,696
OPERATING INCOME						
8013	Washdown Bay Fees	(\$8,333)	(\$6,896)	34%	(\$20,000)	\$0
8803	Saleyards - Income	\$0	\$0	0%	\$0	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/INC		(\$8,333)	(\$6,896)		(\$20,000)	\$0
Total - OTHER ECONOMIC SERVICES		\$2,504	(\$1,730)		(\$20,000)	\$42,696
Total - ECONOMIC SERVICES		\$368,251	\$328,609		(\$286,138)	\$1,041,170



**SHIRE OF KOJONUP****MONTHLY FINANCIAL REPORT**

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
<b>OTHER PROPERTY AND SERVICES</b>						
<b>PRIVATE WORKS</b>						
<b>OPERATING EXPENDITURE</b>						
9002	Private Works	\$2,187	\$4,384	83%	\$0	\$5,250
9008	Pte Works-Other Councils-Roads	\$2,187	\$0	0%	\$0	\$5,250
<b>Sub Total - PRIVATE WORKS OP/EXP</b>		\$4,375	\$4,384		\$0	\$10,500
<b>OPERATING INCOME</b>						
9003	Private Works Income	(\$4,167)	(\$2,345)	23%	(\$10,000)	\$0
9009	Pte Works-Income-Other Councils-Roads	(\$833)	\$0	0%	(\$2,000)	\$0
<b>Sub Total - PRIVATE WORKS OP/INC</b>		(\$5,000)	(\$2,345)		(\$12,000)	\$0
<b>Total - PRIVATE WORKS</b>		<b>(\$625)</b>	<b>\$2,038</b>		<b>(\$12,000)</b>	<b>\$10,500</b>

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
	<b>PUBLIC WORKS OVERHEADS</b>					
	<b>OPERATING EXPENDITURE</b>					
9022	Salaries-Works-Supervisors; Assistance	\$187,493	\$226,157	50%	\$0	\$450,000
9042	Superannuation (Supervisors)	\$8,312	\$9,944	50%	\$0	\$19,950
9052	Conferences & Training (Super)	\$962	\$1,168	51%	\$0	\$2,309
9062	Emp Insurances (Supervisors)	\$2,425	\$2,078	86%	\$0	\$2,425
9072	Other Staff Expenses (Inc. Fbt)	\$4,583	\$10,287	94%	\$0	\$11,000
9502	Allowances	\$5,250	\$11,317	90%	\$0	\$12,600
9081	Staff Housing Subsidy (Public Works)	\$1,667	\$0	0%	\$0	\$4,000
9082	Vehicle Operating	\$8,750	\$9,580	46%	\$0	\$21,000
9084	Consulting Technical	\$6,562	\$0	0%	\$0	\$15,750
9092	Office Expenses	\$4,812	\$11,372	98%	\$0	\$11,550
9094	Minor Equipment/Consumables	\$3,281	\$2,077	26%	\$0	\$7,875
9095	RAMM Inventory	\$8,750	\$1,000	5%	\$0	\$21,000
9101	ICT program development for Depot	\$35,519	\$2,026	2%	\$0	\$85,250
9102	Training	\$39,373	\$121,626	129%	\$0	\$94,500
9112	Meetings	\$13,562	\$17,295	53%	\$0	\$32,550
9122	Annual Leave	\$56,873	\$49,014	36%	\$0	\$136,500
9132	Public Holidays	\$36,749	\$13,155	15%	\$0	\$88,200
9142	Sick Leave	\$28,436	\$22,294	33%	\$0	\$68,250
9152	Superannuation	\$69,997	\$78,896	47%	\$0	\$168,000
9162	Workers Comp Ins	\$45,335	\$61,349	135%	\$0	\$45,335
9172	Staff Functions	\$1,094	\$5,075	193%	\$0	\$2,625
9182	INSURANCE ON WORKS	\$5,900	\$6,088	103%	\$0	\$5,900
9192	Long Service Leave	\$17,499	\$3,732	9%	\$0	\$42,000
9202	Safety Equipment & P.P.E.	\$8,750	\$19,530	93%	\$0	\$21,000
9262	Emp Insurances - Pwo	\$4,600	\$4,836	105%	\$0	\$4,600
9280	Cleaners - Annual Leave	\$2,406	\$3,736	65%	\$0	\$5,775
9281	Cleaners - Long Service Leave	\$1,312	\$1,668	53%	\$0	\$3,150
9282	Cleaners - Sick Leave	\$875	\$2,120	101%	\$0	\$2,100
9284	Cleaners - Public Holidays	\$1,312	\$466	15%	\$0	\$3,150
9286	Cleaners - Superannuation	\$2,187	\$1,562	30%	\$0	\$5,250
9254	Cleaners - Administration	\$4,875	\$590	5%	\$0	\$11,700
021A	Annual Leave Accrual	\$0	\$0	0%	\$0	\$0
021L	Long Service Leave Accrual	\$0	\$0	0%	\$0	\$0
9302	Admin Realloc - Cash (Pwo)	\$141,038	\$125,363	37%	\$0	\$338,504
9332	Admin Non Cash Realloc (Pwo)	\$20,095	\$0	0%	\$0	\$48,230
9421	Small Items (Chainsaws, Mowers, etc)	\$1,312	\$0	0%	\$0	\$3,150
9422	Sundry Plant Recovery - Automatic Recoveries	\$8,333	\$5,241	26%	\$0	\$20,000
9312	Less Allocated To Works & Services	(\$756,294)	(\$768,180)	42%	\$0	(\$1,815,178)
	<b>Sub Total - PUBLIC WORKS O/HEADS OP/EXP</b>	\$33,986	\$62,462		\$0	\$0
	<b>OPERATING INCOME</b>					
9323	Sundry Misc Income - Pwo	(\$208)	\$0	0%	(\$500)	\$0
	<b>Sub Total - PUBLIC WORKS O/HEADS OP/INC</b>	(\$208)	\$0		(\$500)	\$0
	<b>Total - PUBLIC WORKS OVERHEADS</b>	<b>\$33,778</b>	<b>\$62,462</b>		<b>(\$500)</b>	<b>\$0</b>

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP		YEAR TO DATE		% of	BUDGET	
MONTHLY FINANCIAL REPORT		30 NOVEMBER 2022		Annual	2022-23	
Details By function Under The Following Programme Titles		Budget	Actual	Budget	Income	Expense
And Type Of Activities Within The Programme						
ACCOUNT						
PLANT OPERATION COSTS						
OPERATING EXPENDITURE						
9372	Wages & Overheads	\$78,747	\$56,943	30%	\$0	\$189,000
9352	Tyres & Tubes	\$3,333	\$428	5%	\$0	\$8,000
9344	Vehicle Tracking	\$20,833	\$0	0%	\$0	\$50,000
9362	Parts,Ext Work & Sundries	\$42,227	\$47,677	47%	\$0	\$101,350
9382	Vehicles - Insurance	\$65,300	\$62,994	96%	\$0	\$65,300
9386	Vehicles - Licences	\$12,250	\$1,400	5%	\$0	\$29,400
9342	Fuels & Oils	\$116,662	\$85,421	31%	\$0	\$280,000
9363	Purchase of Tools	\$1,312	\$576	18%	\$0	\$3,150
9406	Administration Allocated	\$0	\$0	0%	\$0	\$0
112P	Loss On Sale Of Assets	\$0	\$0	0%	\$0	\$26,000
9402	Less Poc Allocated To W. & S.	(\$313,404)	(\$298,937)	40%	\$0	(\$752,200)
9404	Loss on Revaluation of Assets	\$0	\$0	0%	\$0	\$0
021D	Depreciation (Sch 12)	\$160,410	\$0	0%	\$0	\$385,000
025D	Depreciation W/Back	(\$160,410)	(\$182,198)	47%	\$0	(\$385,000)
Sub Total - PLANT OPERATIONS COSTS OP/EXP		\$27,260	(\$225,696)		\$0	\$0
OPERATING INCOME						
9393	Income - Diesel Fuel Rebates	(\$7,500)	(\$6,174)	34%	(\$18,000)	\$0
012P	Profit On Sale Of Assets	\$0	\$0	0%	(\$9,000)	\$0
Sub Total - PLANT OPERATIONS COSTS OP/INC		(\$7,500)	(\$6,174)		(\$27,000)	\$0
Total - PLANT OPERATIONS COSTS		\$19,760	(\$231,870)		(\$27,000)	\$0
MATERIALS AND STOCK						
OPERATING EXPENDITURE						
9452	Stock Variance A/C	\$42	\$0	0%	\$0	\$100
Sub Total - MATERIALS AND STOCK		\$42	\$0		\$0	\$100
Total - MATERIALS AND STOCK		\$42	\$0		\$0	\$100
OTHER PROPERTY AND SERVICES						
SALARIES AND WAGES						
OPERATING EXPENDITURE						
9482	Salaries & Wages Drawn	\$2,083,250	\$2,005,989	40%	\$0	\$5,000,000
9492	Workers Compensation	\$20,833	\$3,355	7%	\$0	\$50,000
New	Wages & Allowanced Default	\$0	\$0	0%	\$0	\$0
9512	Salary & Wage Alloc To W. & S.	(\$2,083,250)	(\$1,943,929)	39%	\$0	(\$5,000,000)
Sub Total - SALARIES AND WAGES OP/EXP		\$20,833	\$65,415		\$0	\$50,000
OPERATING INCOME						
9493	Workers Compensation Income	(\$33,332)	\$0	0%	(\$80,000)	\$0
9543	APPRENTICESHIP/TRAINEE GRANTS	\$0	(\$2,975)	0%		
Sub Total - SALARIES AND WAGES OP/INC		(\$33,332)	(\$2,975)		(\$80,000)	\$0
Total - SALARIES AND WAGES		(\$12,500)	\$62,440		(\$80,000)	\$50,000

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
UNCLASSIFIED						
OPERATING EXPENDITURE						
9572	Land Survey & Leasing	\$0	\$0	0%	\$0	\$0
9682	Misc Expenses-Other Property	\$6,183	\$3,485	28%	\$0	\$12,600
024D	Depreciation on Assets	\$9,583	\$0	0%	\$0	\$23,000
9862	Interest - Loans - Council	\$0	\$0	0%	\$0	\$0
9872	Interest - Loans - Self Support	\$0	\$0	0%	\$0	\$0
9882	LOAN GUARENTEE FEE	\$0	\$0	0%	\$0	\$0
9562	EQUIP PURCHASES - Non Cap	\$0	\$0	0%	\$0	\$0
Sub Total - UNCLASSIFIED OP/EXP		\$15,766	\$3,485		\$0	\$35,600
OPERATING INCOME						
9625	SMALL ITEMS INSUR INCOME	(\$833)	(\$1,608)	80%	(\$2,000)	\$0
9626	Sundry Misc Income - Other Property	(\$11,666)	\$0	0%	(\$28,000)	\$0
9627	Sundry Inc - Insurance Premium Refund	(\$2,083)	\$0	0%	(\$5,000)	\$0
9683	Lease Of Ksc Properties	(\$5,833)	\$0	0%	(\$14,000)	\$0
9684	PROFIT ON LG HOUSE UNIT TRUST	\$0	\$0	0%	\$0	\$0
9695	Recoverable Costs	(\$0)	(\$632)	63159%	(\$1)	\$0
Sub Total - UNCLASSIFIED OP/INC		(\$20,416)	(\$2,239)		(\$49,001)	\$0
Total - UNCLASSIFIED		(\$4,650)	\$1,246		(\$49,001)	\$35,600
Total - OTHER PROPERTY AND SERVICES		\$35,805	(\$103,684)		(\$168,501)	\$96,200

**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

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

ACCOUNT	YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
	Budget	Actual		Income	Expense
<b>FUND TRANSFERS</b>					
<b>EXPENDITURE</b>					
Tfr to Employee Leave Res.	\$0	\$645	6%	\$0	\$10,236
Transfer To Plant Res.	\$0	\$1,595	0%	\$0	\$0
Transfer to Gravel Pits Res.	\$0	\$94	0%	\$0	\$0
Transfer To Economic Dev Res.	\$0	\$242	272%	\$0	\$89
Transfer to Building Res.	\$0	\$0	0%	\$0	\$0
Transfer to Historical Buildings Res.	\$0	\$44	0%	\$0	\$0
Transfer To Staff Housing Res.	\$0	\$0	0%	\$0	\$0
Transfer to Springhaven Lodge Res.	\$0	\$0	0%	\$0	\$0
Transfer to Springhaven Building Res.	\$0	\$6,016	274%	\$0	\$2,197
Transfer to Low Income Housing Res.	\$0	\$229	2%	\$0	\$11,583
Transfer to Sporting Facility Res.	\$0	\$137	217%	\$0	\$63
Transfer to Drainage & Water Re-use Res.	\$0	\$0	0%	\$0	\$0
Transfer to Res.	\$0	\$0	0%	\$0	\$0
Transfer to Bushfire Communications Res.	\$0	\$245	275%	\$0	\$89
Transfer to Landfill Waste Mgmt Res.	\$0	\$219	1%	\$0	\$26,550
Transfer to Kodja Place Tourist Precinct Res.	\$0	\$27	274%	\$0	\$10
Transfer to Res.	\$0	\$0	0%	\$0	\$0
Transfer to Information & Communication Tech Res	\$0	(\$2)	0%	\$0	\$0
Transfer to Day Care Building Maint Res.	\$0	\$40	270%	\$0	\$15
Transfer To Energy Efficiency Res.	\$0	\$0	0%	\$0	\$0
Transfer To Land Acquisition & Dev Res.	\$0	\$103	278%	\$0	\$37
Transfer to Community Grants Res.	\$0	\$27	272%	\$0	\$10
Transfer To Independent Living Units Res.	\$0	\$433	274%	\$0	\$158
Transfer to Youth Reserve	\$0	(\$8)	-27%	\$0	\$31
Transfer to Natural Resource Mgmt Res.	\$0	\$267	0%	\$0	\$60,097
Transfer to Res.	\$0	\$0	0%	\$0	\$0
Transfer To Swimming Pool Res.	\$0	\$111	277%	\$0	\$40
Transfer To Springhaven Equipment Res.	\$0	\$45	266%	\$0	\$17
Transfer To Saleyards Res.	\$0	\$108	0%	\$0	\$0
Transfer to RSL Hall Building Res.	\$0	\$28	282%	\$0	\$10
Transfer to Benn Parade Multi Facility Res.	\$0	\$31	222%	\$0	\$14
Transfer to Townscape Res.	\$0	\$136	273%	\$0	\$50
Transfer to Playgrounds & Parks Res.	\$0	\$55	274%	\$0	\$20
Transfer to Memorial & Lesser Hall Res.	\$0	\$20	279%	\$0	\$7
Transfer to Kodja Place Building Res.	\$0	\$48	268%	\$0	\$18
Transfer to Shire Office/Library Building Res.	\$0	\$0	0%	\$0	\$1
Transfer to Sporting Complex Building Upgrade Res.	\$0	\$45	4499%	\$0	\$1
Transfer to Netball Court Surfacing Res.	\$0	\$0	0%	\$0	\$3,501
Transfer to The Spring Res.	\$0	\$0	0%	\$0	\$16
Transfer to Trails Network Construction Res.	\$0	\$2	30%	\$0	\$6
Transfer to Works Depot Building Upgrade Res.	\$0	\$0	0%	\$0	\$1
Transfer to Kodja Place Masterplan Implement Res.	\$0	\$0	0%	\$0	\$0
<b>Sub Total - TRANSFERS TO RESERVE</b>	\$0	\$10,983		\$0	\$114,867

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP					
MONTHLY FINANCIAL REPORT					
Details By function Under The Following Programme Titles		YEAR TO DATE		BUDGET	
And Type Of Activities Within The Programme		30 NOVEMBER 2022		2022-23	
ACCOUNT		Budget	Actual	% of Annual Budget	Income Expense
INCOME					
Transfer from Employee Reserve		\$0	\$0	0%	\$0
Transfer from Plant Reserve		\$0	\$0	0%	(\$202,470)
Transfer from Gravel Pits Reserve		\$0	\$0	0%	\$0
Transfer from Economic Dev. Reserve		\$0	\$0	0%	(\$64,000)
Transfer from Building Maintenance Reserve		\$0	\$0	0%	\$0
Transfer from Historical Buildings Reserve		\$0	\$0	0%	\$0
Transfer from Staff Housing Res		\$0	\$0	0%	\$0
Transfer from Springhaven Lodge Res		\$0	(\$250,000)	0%	\$0
Transfer from Springhaven Building Res		\$0	\$0	0%	\$0
Transfer from Low Income Housing Reserve		\$0	\$0	0%	(\$10,000)
Transfer from Sporting Facility Reserve		\$0	\$0	0%	(\$42,178)
Transfer from Drainage & Water Re-Use Res		\$0	\$0	0%	\$0
Transfer from Springhaven Building Maint Res		\$0	\$0	0%	\$0
Transfer from Bushfire Communications Res		\$0	\$0	0%	(\$89,346)
Transfer from Landfill Waste Mgmt Res		\$0	\$0	0%	(\$50,000)
Transfer from Kodja Place Tourist Precinct Res.		\$0	\$0	0%	(\$10,000)
Transfer from Res.		\$0	\$0	0%	\$0
Transfer from Information & Communications Technology Res.		\$0	\$0	0%	\$0
Transfer from Day Care Building Maint Res.		\$0	\$0	0%	(\$7,000)
Transfer from Energy Efficiency Res.		\$0	\$0	0%	\$0
Transfer from Land Acquisition & Dev. Res.		\$0	\$0	0%	(\$37,000)
Transfer from Community Grants Res.		\$0	\$0	0%	\$0
Transfer from Independent Living Units Res.		\$0	\$0	0%	(\$18,793)
Transfer from Youth Res.		\$0	\$0	0%	(\$20,000)
Transfer from Natural Resource Mgmt Res.		\$0	\$0	0%	(\$83,164)
Transfer from Res.		\$0	\$0	0%	\$0
Transfer from Swimming Pool Res.		\$0	\$0	0%	\$0
Transfer from Springhaven Equipment Res.		\$0	\$0	0%	(\$10,000)
Transfer from Saleyards Res.		\$0	\$0	0%	(\$9,570)
Transfer from RSL Hall Building Res.		\$0	\$0	0%	\$0
Transfer from Benn Parade Multi Facility Res.		\$0	\$0	0%	(\$14,301)
Transfer from Townscape Res.		\$0	\$0	0%	(\$49,801)
Transfer from Playgrounds & Parks Res.		\$0	\$0	0%	(\$10,000)
Transfer from Memorial & Lesser Hall Upgrade Res.		\$0	\$0	0%	\$0
Transfer from Kodja Placxe Building Upgrade Res.		\$0	\$0	0%	(\$10,000)
Transfer from Shire Office/Library Building Res.		\$0	\$0	0%	\$0
Transfer from Sporting Complex Building Res.		\$0	\$0	0%	\$0
Transfer from Netball Court Surfacing Res.		\$0	\$0	0%	\$0
Transfer from The Spring Res.		\$0	\$0	0%	(\$16,000)
Transfer from Trails Network Construction Res.		\$0	\$0	0%	(\$6,000)
Transfer from Works Depot Building Res.		\$0	\$0	0%	\$0
Transfer from Kodja Place Masterplan Implement Res.		\$0	\$0	0%	\$0
Sub Total - TRANSFERS FROM RESERVE		\$0	(\$250,000)		(\$759,623)
Total - TRANSFERS		\$0	(\$239,017)		(\$759,623)
Total - FUND TRANSFER		\$0	(\$239,017)		(\$759,623)



**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

ACCOUNT	YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
	Budget	Actual		Income	Expense
NEW - (Surplus) / Deficit - Opening 1 July	\$0	(\$475,454)		(\$475,454)	\$0
<b>Sub Total - SURPLUS C/FWD</b>	\$0	(\$475,454)		(\$475,454)	\$0
<b>Total - SURPLUS</b>	\$0	(\$475,454)		(\$475,454)	\$0
<b>LIABILITY LOANS - PRINCIPAL REPAYMENT</b>					
<b>EXPENDITURE</b>					
New Loan 149 - Communications tower	\$0	\$0	0%	\$0	\$0
New Loan 137 - Medical Centre	\$4,257	\$4,257	50%	\$0	\$8,551
New Loan 135 - Bagg St House	\$0	\$0	0%	\$0	\$9,811
New Loan 139 - Aged Units	\$4,989	\$4,989	50%	\$0	\$10,008
New Loan 140 - Staff Housing	\$29,495	\$29,496	50%	\$0	\$59,246
New Loan 138 - GROH Housing	\$55,290	\$55,290	50%	\$0	\$110,979
New Loan 144 - Staff Housing	\$5,272	\$5,272	50%	\$0	\$10,594
New Loan 145 - GROH Housing	\$5,272	\$5,272	50%	\$0	\$10,594
New Loan 148 - Staff Housing renovations	\$0	\$0	0%	\$0	\$14,396
New Loan 134 - Sports Complex	\$0	\$0	0%	\$0	\$17,162
New Loan 136 - Sports Complex Wall	\$4,822	\$0	0%	\$0	\$9,692
New Loan 143 - Netball Courts & Roof	\$25,947	\$25,947	50%	\$0	\$52,268
New Loan 142 - Oval Lighting	\$12,066	\$12,066	50%	\$0	\$24,220
New Loan 146 - Harrison Place Toilets & Park	\$0	\$0	0%	\$0	\$33,385
New Loan 150 - Harrison Place Toilets & Park	\$0	\$0	0%	\$0	\$0
New Loan 141 - Airstrip Lighting	\$4,984	\$4,984	50%	\$0	\$10,005
New Loan 147 - Land Development	\$0	\$0	0%	\$0	\$32,223
<b>Sub Total - LOAN REPAYMENTS</b>	\$152,394	\$147,575		\$0	\$413,134
<b>INCOME</b>					
New Loan 133 - Kojonup Bowls Club S/S Principal Repayment				\$0	\$0
<b>Sub-Total - LOAN PRINCIPAL REIMBURSEMENTS</b>				\$0	\$0
<b>Total - NON CURRENT LIABILITIES</b>	\$152,394	\$147,575		\$0	\$413,134
<b>NEW LOANS RAISED</b>					
<b>INCOME</b>					
9967 New Loan 149 - Communications Tower	(\$400,000)	\$0	0%	(\$400,000)	\$0
9968 New Loan 150 - Harrison Place Toilets & Park	(\$200,000)	\$0	0%	(\$200,000)	\$0
<b>Sub Total - New Loans Raised</b>	(\$600,000)	\$0		(\$600,000)	\$0
<b>Total - NEW LOANS - CURRENT LIABILITIES</b>	(\$600,000)	\$0		(\$600,000)	\$0
<b>NON CASH ITEMS WRITTEN BACK</b>					
Depreciation Written Back	\$0	\$0		\$0	(\$3,774,415)
Profit on Sale of Assets Written Back	\$0	\$0		\$16,000	\$0
Loss on Sale of Assets Written Back	\$0	\$0		\$0	(\$26,000)
Movement in Springhaven Lodge Bonds Reserve Bank Account	\$0	\$250,000		\$0	\$0
Movement in Doubtful Debts	\$0	\$0		\$0	(\$2,000)
<b>Sub Total - DEPRECIATION WRITTEN BACK</b>		\$0		\$16,000	(\$3,802,415)
<b>Total - NON CASH ITEMS</b>	\$0	\$250,000		\$16,000	(\$3,802,415)

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

ACCOUNT	YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
	Budget	Actual		Income	Expense
<b>FURNITURE AND EQUIPMENT</b>					
<b>GOVERNANCE</b>					
<b>CAPITAL EXPENDITURE</b>					
C137 ICT Plan Implementation	\$0	\$0	0%	\$0	\$0
C312 Office Equipment - Furniture	\$0	\$0	0%	\$0	\$0
C265 Council Chambers/Reception Lounge	\$0	\$0	0%	\$0	\$0
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$0		\$0	\$0
<b>Total - GOVERNANCE</b>	\$0	\$0		\$0	\$0
<b>FURNITURE AND EQUIPMENT</b>					
<b>HOUSING</b>					
<b>EXPENDITURE</b>					
C147 Springhaven - Furniture	\$10,000	\$237	2%	\$0	\$10,000
<b>Sub Total - CAPITAL WORKS</b>	\$10,000	\$237		\$0	\$10,000
<b>Total - HOUSING</b>	\$10,000	\$237		\$0	\$10,000
<b>FURNITURE AND EQUIPMENT</b>					
<b>RECREATION &amp; CULTURE</b>					
<b>CAPITAL EXPENDITURE</b>					
C430 Sporting Complex - Audio Visual	\$0	\$2,575	0%	\$0	\$0
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$2,575		\$0	\$0
<b>Total - RECREATION &amp; CULTURE</b>	\$0	\$2,575		\$0	\$0
<b>Total - FURNITURE AND EQUIPMENT</b>	<b>\$10,000</b>	<b>\$2,813</b>		<b>\$0</b>	<b>\$10,000</b>

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

ACCOUNT	YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
	Budget	Actual		Income	Expense
<b>LAND</b>					
<b>COMMUNITY AMENITIES</b>					
<b>CAPITAL EXPENDITURE</b>					
C310 Subdivision Construction	\$94,000	\$3,419	4%	\$0	\$94,000
<b>Sub Total - CAPITAL WORKS</b>	\$94,000	\$3,419		\$0	\$94,000
<b>Total- COMMUNITY AMENITIES</b>	\$94,000	\$3,419		\$0	\$94,000
<b>Total - LAND</b>	\$94,000	\$3,419		\$0	\$94,000
<b>BUILDINGS</b>					
<b>GOVERNANCE</b>					
<b>EXPENDITURE</b>					
C191 Office Building Capital Renewal	\$0	\$3,402	23%	\$0	\$14,989
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$3,402		\$0	\$14,989
<b>TOTAL - GOVERNANCE</b>	\$0	\$3,402		\$0	\$14,989
<b>BUILDINGS</b>					
<b>LAW ORDER AND PUBLIC SAFETY</b>					
<b>EXPENDITURE</b>					
C440 Cat Pound	\$0	\$0	0%	\$0	\$16,000
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$0		\$0	\$16,000
<b>TOTAL - LAW ORDER AND PUBLIC SAFETY</b>	\$0	\$0		\$0	\$16,000
<b>BUILDINGS</b>					
<b>EDUCATION &amp; WELFARE</b>					
<b>CAPITAL EXPENDITURE</b>					
C107 Playgroup/Toy Library	\$0	\$0	0%	\$0	\$39,000
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$0		\$0	\$139,000
<b>TOTAL - EDUCATION &amp; WELFARE</b>	\$0	\$0		\$0	\$139,000

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

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

SHIRE OF KOJONUP		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET	
MONTHLY FINANCIAL REPORT					2022-23	
Details By function Under The Following Programme Titles And Type Of Activities Within The Programme					Income	Expense
ACCOUNT		Budget	Actual			
	BUILDINGS					
	HOUSING					
	EXPENDITURE					
C157	CEO Residence - 15 Loton Close	\$0	\$0	0%	\$0	\$50,000
C140	Staff - 34 Katanning Road	\$0	\$5,205	3%	\$0	\$150,000
C141	39 Vanzuilecom St	\$0	\$0	0%	\$0	\$150,000
C195	Springhaven - Building	\$100,000	\$0	0%	\$0	\$200,000
C427	Springhaven - Building - ACAR Grant	\$142,500	\$126,859	45%	\$0	\$285,000
C313	Jean Sullivan Units	\$0	\$7,700	77%	\$0	\$10,000
C145	Loton Close Units	\$18,793	\$0	0%	\$0	\$18,793
	Sub Total - CAPITAL WORKS	\$261,293	\$139,764		\$0	\$863,793
	Total - HOUSING	\$261,293	\$139,764		\$0	\$863,793
	BUILDINGS					
	COMMUNITY AMENITIES					
	CAPITAL EXPENDITURE					
C442	Mens Shed - Construction of New	\$0	\$1,500	0%	\$0	\$1,000,000
	Sub Total - CAPITAL WORKS	\$0	\$1,500		\$0	\$1,000,000
	Total - COMMUNITY AMENITIES	\$0	\$1,500		\$0	\$1,000,000
	BUILDINGS					
	RECREATION AND CULTURE					
	CAPITAL EXPENDITURE					
C198	Historic Buildings - Capital Improvement	\$0	\$25,595	85%	\$0	\$30,000
C408	Harrison Place Toilets & Park	\$0	\$50,378	25%	\$0	\$200,000
C428	Sub-division - Harness Display Shed	\$0	\$0	0%	\$0	\$12,000
	Sub Total - CAPITAL WORKS	\$0	\$75,973		\$0	\$242,000
	Total - RECREATION AND CULTURE	\$0	\$75,973		\$0	\$242,000

**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

ACCOUNT	YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
	Budget	Actual		Income	Expense
<b>BUILDINGS</b>					
<b>ECONOMIC SERVICES</b>					
<b>CAPITAL EXPENDITURE</b>					
C177 Kodja Place Capital Renewal	\$0	\$0	0%	\$0	\$10,000
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$0		\$0	\$10,000
<b>Total - ECONOMIC SERVICES</b>	\$0	\$0		\$0	\$10,000
<b>BUILDINGS</b>					
<b>OTHER PROPERTY AND SERVICES</b>					
<b>CAPITAL EXPENDITURE</b>					
C286 Chemical Shed - replacement/upgrade	\$0	\$0	0%	\$0	\$34,647
<b>Sub Total - CAPITAL WORKS</b>	\$0	\$0		\$0	\$34,647
<b>Total - OTHER PROPERTY AND SERVICES</b>	\$0	\$0		\$0	\$34,647
<b>Total - BUILDINGS</b>	<b>\$261,293</b>	<b>\$220,640</b>		<b>\$0</b>	<b>\$2,320,429</b>

**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP					
MONTHLY FINANCIAL REPORT					
Details By function Under The Following Programme Titles					
And Type Of Activities Within The Programme					
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23
		Budget	Actual		Income      Expense
	PLANT AND EQUIPMENT				
	TRANSPORT				
	CAPITAL EXPENDITURE				
7604	Major Plant Purchases	\$0	\$271,001	71%	\$0      \$380,000
	Sub Total - CAPITAL WORKS	\$0	\$271,001		\$0      \$380,000
	Total - TRANSPORT	\$0	\$271,001		\$0      \$380,000
	PLANT AND EQUIPMENT				
	ECONOMIC SERVICES				
	CAPITAL EXPENDITURE				
C456	Kodja Place - Equipment Upgrade	\$60,000	\$37,450	62%	\$0      \$60,000
	Sub Total - CAPITAL WORKS	\$60,000	\$37,450		\$0      \$60,000
	Total - ECONOMIC SERVICES	\$60,000	\$37,450		\$0      \$60,000
	Total - PLANT AND EQUIPMENT	\$60,000	\$308,451		\$0      \$440,000



**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
INFRASTRUCTURE ASSETS - ROAD RESERVES						
CAPITAL EXPENDITURE						
Roads to Recovery Projects						
CJ451	Bitumen Reseal - Boscabel Road (western end)	\$0	\$24,554	117%	\$0	\$21,000
CJ452	Bitumen Reseal - Boscabel Road (town)	\$0	\$0	0%	\$0	\$65,000
CJ453	Seal - Balgarup Road	\$0	\$106,404	60%	\$0	\$176,500
CJ454	Seal - Samson Road	\$0	\$0	0%	\$0	\$120,000
CJ455	Floodway - Pearce Road	\$0	\$0	0%	\$0	\$20,000
C308	Wooden Culvert Replacement - Carlecatup Road	\$0	\$0	0%	\$0	\$30,000
RRG Projects						
C414	Reconstruct - Kojonup-Frankland Road	\$0	\$19,557	101%	\$0	\$19,374
C417	Widening - Shamrock Road	\$0	\$35,750	6%	\$0	\$600,000
C436	Widening - Shamrock Road (2021/2022 Project)	\$111,229	\$94,638	85%	\$0	\$111,229
C248	Widening - Broomehill Kojonup Road	\$0	\$6,447	4%	\$0	\$154,681
C437	Widening - Tambellup West Road	\$0	\$0	0%	\$0	\$300,000
C319	Bitumen Reseal - Kojonup-Frankland Road	\$0	\$127,702	85%	\$0	\$150,000
C320	Bitumen Reseal - Kojonup Darkan Road	\$0	\$24,804	21%	\$0	\$120,000
C321	Bitumen Reseal - Broomehill-Kojonup Road	\$0	\$102,835	86%	\$0	\$120,000
C460	Road Widening - Jingalup Rd 22/23	\$0	\$133,714	0%	\$0	\$0
Commodity Route Projects						
C172	Seal - Riverdale Road	\$165,200	\$3,486	1%	\$0	\$413,000
Municipal Fund Projects						
C361	Signage Upgrades	\$10,000	\$0	0%	\$0	\$10,000
C434	Spring Street	\$0	\$0	0%	\$0	\$54,203
C449	Parking Bays	\$0	\$0	0%	\$0	\$50,000
Sub Total - CAPITAL WORKS		\$286,429	\$679,891		\$0	\$2,534,987
Total - ROADS		\$286,429	\$679,891		\$0	\$2,534,987
Total - INFRASTRUCTURE ASSETS ROAD RESERVES		\$286,429	\$679,891		\$0	\$2,534,987
INFRASTRUCTURE - FOOTPATHS						
C433	Footpaths - Albany Highway Ramps	\$20,000	\$0	0%	\$0	\$20,000
Sub Total - CAPITAL WORKS		\$20,000	\$0		\$0	\$20,000
Total - INFRASTRUCTURE ASSETS FOOTPATHS		\$20,000	\$0		\$0	\$20,000
INFRASTRUCTURE - PARKS						
RECREATION & CULTURE						
C357	Apex Park Playground	\$0	\$0	0%	\$0	\$27,330
C274	Sporting Complex - Netball Court Resurface & Roof	\$0	\$175,163	68%	\$0	\$258,815
C443	Showgrounds Retaining Wall	\$6,000	\$0	0%	\$0	\$6,000
C411	Sporting Complex - Playground & Outdoor Gym	\$0	\$190,001	1267%	\$0	\$15,000
C446	Newstead Park - Shade Sail	\$0	\$0	0%	\$0	\$10,000
C447	Contribution to Bowling Club New Green	\$0	\$114,500	100%	\$0	\$114,500
C448	Trails Hub Construction	\$0	\$0	0%	\$0	\$40,000
C413	Trails Construction	\$0	\$0	0%	\$0	\$33,886
Sub-Total - CAPITAL WORKS		\$6,000	\$479,664		\$0	\$505,531
Total - RECREATION & CULTURE		\$6,000	\$479,664		\$0	\$505,531
Total - INFRASTRUCTURE PARKS		\$6,000	\$479,664		\$0	\$505,531

**SHIRE OF KOJONUP**

## MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

<i>SHIRE OF KOJONUP</i>					
MONTHLY FINANCIAL REPORT					
Details By function Under The Following Programme Titles					
And Type Of Activities Within The Programme					
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23
		Budget	Actual		Income      Expense
	OTHER INFRASTRUCTURE				
	LAW, ORDER & PUBLIC SAFETY				
	CAPITAL EXPENDITURE				
C138	Bushfire Repeater Tower	\$0	\$2,273	0%	\$0      \$489,346
	Sub-Total - CAPITAL WORKS	\$0	\$2,273		\$0      \$489,346
	Total - LAW, ORDER & PUBLIC SAFETY	\$0	\$2,273		\$0      \$489,346
	OTHER INFRASTRUCTURE				
	COMMUNITY AMENITIES				
	CAPITAL EXPENDITURE				
C355	Town Furniture	\$0	\$6,027	15%	\$0      \$40,000
C407	Refuse Site Developoment	\$0	\$2,241	4%	\$0      \$50,000
	Sub Total - CAPITAL WORKS	\$0	\$8,268		\$0      \$90,000
	Total - OTHER COMMUNITY AMENITIES	\$0	\$8,268		\$0      \$90,000
	OTHER INFRASTRUCTURE				
	RECREATION & CULTURE				
	CAPITAL EXPENDITURE				
C445	Turkey Nest Dam	\$0	\$0	0%	\$0      \$5,000
C409	Swimming Pool - New Fence Eastern Boundary	\$0	\$8,685		\$0      \$0
C444	Sporting Complex - Hall of Fame Signage	\$0	\$0	0%	\$0      \$8,000
	Sub Total - CAPITAL WORKS	\$0	\$8,933		\$0      \$13,000
	Total - OTHER RECREATION	\$0	\$8,933		\$0      \$13,000
	OTHER INFRASTRUCTURE				
	TRANSPORT				
	CAPITAL EXPENDITURE				
C404	Electronic Speed Signs	\$0	\$770		\$0      \$0
	Sub Total - CAPITAL WORKS	\$0	\$770		\$0      \$0
	Total - TRANSPORT	\$0	\$770		\$0      \$0

**SHIRE OF KOJONUP**

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

SHIRE OF KOJONUP						
MONTHLY FINANCIAL REPORT						
Details By function Under The Following Programme Titles						
And Type Of Activities Within The Programme						
ACCOUNT		YEAR TO DATE 30 NOVEMBER 2022		% of Annual Budget	BUDGET 2022-23	
		Budget	Actual		Income	Expense
OTHER INFRASTRUCTURE						
ECONOMIC SERVICES						
CAPITAL EXPENDITURE						
C435	Kodja Place Rose Maze	\$9,500	\$1,287	7%	\$0	\$19,000
C054	Promotional Signage at Airstrip	\$0	\$0	0%	\$0	\$30,000
CJ457	EV Charger Parking Bay	\$0	\$0	0%	\$0	\$15,000
C424	Water Harvesting & Re-use Muradup Standpipe	\$0	\$51,277	93%	\$0	\$55,000
Sub Total - CAPITAL WORKS		\$9,500	\$52,564		\$0	\$119,000
Total - ECONOMIC SERVICES		\$9,500	\$52,564		\$0	\$119,000
INFRASTRUCTURE ASSETS OTHER						
OTHER PROPERTY & SERVICES						
C458	Radios - Communication	\$40,000	\$0	0%	\$0	\$40,000
C459	Traffic Counters	\$21,500	\$0	0%	\$0	\$21,500
Sub Total - CAPITAL WORKS		\$61,500	\$0		\$0	\$61,500
Total - OTHER PROPERTY & SERVICES		\$61,500	\$0		\$0	\$61,500
Total - INFRASTRUCTURE ASSETS - OTHER		\$71,000	\$72,807		\$0	\$772,846
GRAND TOTALS		(\$2,036,193)	(\$2,457,049)		(\$15,067,242)	\$15,067,233

# SHIRE OF KOJONUP

## Detailed November 2022 Creditors List

<u>Cheque Payments 1/11/22 - 30/11/22</u>				
Chq/EFT	Date	Name	Description	Amount
<b>14347</b>	<b>09/11/2022</b>	<b>Water Corporation</b>	<b>Water Usage</b>	<b>-21721.28</b>
0034	18/10/2022	Water Corporation	a/c9021629589 for 7 Loton Cl - 01/09/22 - 31/10/22	255.03
0171	26/10/2022	Water Corporation	a/c9007692223 for Standpipe at Albany Hwy - 23/08/22 - 25/10/22	4325.95
156	26/10/2022	Water Corporation	a/c9007697710 for 8 Newton St - 23/08/22 - 25/10/22, a/c9007697710 for 8 Newton St - 23/08/22 - 25/10/22	47.63
0018	26/10/2022	Water Corporation	a/c9023606348 for 8B Newton St - 01/09/22 - 31/10/22	255.03
0018	26/10/2022	Water Corporation	a/c9023606321 for 8A Newton St - 01/09/22 - 31/10/22	255.03
0016	26/10/2022	Water Corporation	a/c9023603884 for 8C Newton St - 23/08/22 - 25/10/22, a/c9023603884 for 8C Newton St - 23/08/22 - 25/10/22	281.70
0175	26/10/2022	Water Corporation	a/c9007693082 for Depot at Bilston St - 23/08/22 - 25/10/22	186.01
0155	26/10/2022	Water Corporation	a/c9007693146 for Sale Yard at Soldier Rd - 23/08/22 - 25/10/22	541.65
0105	26/10/2022	Water Corporation	a/c9009365808 for Trade Waste Quality/Quantity 320L Barracks Pl - 01/07/22-30/09/22	508.07
0093	26/10/2022	Water Corporation	a/c9011484777 for Trade Waste Quality/Quantity 1L Soldier Rd - 29/06/22 - 26/09/22, a/c9011484777 for Trade Waste Quality/Quantity 1L Soldier Rd - 29/06/22 - 26/09/22	782.46
0169	26/10/2022	Water Corporation	a/c9007693330 for Swimming Pool at Benn Pde - 23/08/22 - 25/10/22	2528.58
9007693349	26/10/2022	Water Corporation	a/c9007693349 for Toilets at Benn Pde - 23/08/22 - 25/10/2022	179.72
0132	26/10/2022	Water Corporation	a/c9007693357 for Club at Benn Pde - 23/08/22 - 25/10/22	19.58
0169	26/10/2022	Water Corporation	a/c9007693445 for Park at Albany Hwy - 23/08/22 - 25/10/22	648.13
171	26/10/2022	Water Corporation	a/c9007693509 for Hall at 2 Albany Hwy - 23/08/22 - 25/10/22	122.94
136	26/10/2022	Water Corporation	a/c9010495140 for Centre at Broomehill Rd - 23/08/22 - 25/10/22	661.11
0034	28/10/2022	Water Corporation	a/c9021629562 for 3 Loton Cl - 01/09/22 - 31/10/22	255.03
0034	28/10/2022	Water Corporation	a/c9021629570 for 5 Loton Cl - 01/09/22 - 31/10/22	255.03
0034	28/10/2022	Water Corporation	a/c9021629597 for 9 Loton Cl - 01/09/22 - 31/10/22	255.03
0035	28/10/2022	Water Corporation	a/c9021629618 for 11 Loton Cl - 01/09/22 - 31/10/22	255.03
0037	28/10/2022	Water Corporation	a/c9021629626 for Residential at Soldier Rd - 24/08/22 - 26/10/22	266.70
0034	28/10/2022	Water Corporation	a/c9021746216 for 15 Loton Cl - 01/09/22 - 31/10/22	255.03
0026	28/10/2022	Water Corporation	a/c9022950227 for Front Unit Bagg St - 01/09/22 - 31/10/22	240.41
0025	28/10/2022	Water Corporation	a/c9022950235 for Rear Unit 93 Bagg St - 01/09/22 - 31/10/22	175.07
0026	28/10/2022	Water Corporation	a/c9022968291 for 93 Bagg St - 25/08/22 - 27/10/22	15.24
0157	28/10/2022	Water Corporation	a/c9007693605 for 135 Albany Hwy - 23/08/22 - 26/10/22	251.19
0132	28/10/2022	Water Corporation	a/c9007695686 for Youth Centre at 14 Pensioner Rd - 24/08/22 - 26/10/22	234.88
0168	28/10/2022	Water Corporation	a/c9007695694 for Museum at 20 Spring St - 24/08/22 -26/10/22	49.38
0171	28/10/2022	Water Corporation	a/c9007695715 for Toilets at Barracks Pl - 24/08/22 - 26/10/22	195.02
0128	28/10/2022	Water Corporation	a/c9007695766 for Museum at Barracks Pl - 24/08/22 - 26/10/22	19.58
0167	28/10/2022	Water Corporation	a/c9007695803 for House at Soldier Rd - 24/08/22 - 26/10/22	314.09
0133	28/10/2022	Water Corporation	a/c9077695897 for Museum at Soldier Rd - 24/08/22 - 26/10/22	36.36
0184	28/10/2022	Water Corporation	a/c9007696056 for CRC at 109 Albany Hwy - 25/08/22 - 27/10/22	458.94
0171	28/10/2022	Water Corporation	a/c9007696101 for Hall at 99 Albany Hwy - 25/08/22 - 27/10/22	342.80
0163	28/10/2022	Water Corporation	a/c9007696136 for Hall at 95 Albany Hwy - 25/08/22 - 27/10/22	49.38
0124	28/10/2022	Water Corporation	a/c9007696793 for Park at 16 Newstead Rd - 25/08/22 - 27/10/22	346.83
0124	28/10/2022	Water Corporation	a/c9007699572 for Cemetery at 51 Soldier Rd - 24/08/22 - 31/10/22	75.52
0136	28/10/2022	Water Corporation	a/c9010045713 for 5A Vanzuilecom St - 23/08/22-26/10/22	310.28
0134	28/10/2022	Water Corporation	a/c9010045721 for 5B Vanzuilecom St - 23/08/22-26/10/22	266.46
0141	28/10/2022	Water Corporation	a/c9010312244 for 34 Katanning Rd - 25/08/22-27/10/22	48.96
0120	28/10/2022	Water Corporation	a/c9012449121 for Office at Albany Hwy - 25/08/22-27/10/22	238.93
0109	28/10/2022	Water Corporation	a/c9012927074 for 6 Elverd St - 23/08/22-26/10/22	283.61
0109	28/10/2022	Water Corporation	a/c9012927082 for 4 Elverd St - 23/08/22-26/10/22	291.23
0111	28/10/2022	Water Corporation	a/c9012927090 for 2 Elverd St - 23/08/22-26/10/22	293.13
0034	28/10/2022	Water Corporation	a/c9021629554 for 1 Loton Cl - 01/09/22-31/10/22	255.03
0139	28/10/2022	Water Corporation	a/c9010312252 for 30 Kojonup-Katanning Rd - 25/08/22-27/10/22, a/c9010312252 for 30 Kojonup-Katanning Rd - 25/08/22-27/10/22	89.90
0164	28/10/2022	Water Corporation	a/c9008790482 for Centre at Murby St - 25/08/22-27/10/22	144.67
0179	28/10/2022	Water Corporation	a/c9007697921 for 39 Vanzuilecom St - 23/08/22-26/10/22, a/c9007697921 for 39 Vanzuilecom St - 23/08/22-26/10/22	262.65
0176	28/10/2022	Water Corporation	a/c9007695790 for 15 Barracks Pl - 24/08/22-26/10/22	1796.53
0035	28/10/2022	Water Corporation	a/c9023522881 for 79 Soldier Rd - 01/09/22 - 31/10/22	138.34
0007	28/10/2022	Water Corporation	a/c9023522910 for 13 Loton Cl - 01/09/22 - 31/10/22	255.03
0022	28/10/2022	Water Corporation	a/c9023737428 for 28 Kojonup-Katanning Rd - 01/09/22 - 31/10/22	46.08
0015	28/10/2022	Water Corporation	a/c9023737401 for 26 Katanning-Kojonup Rd - 25/08/22-27/10/22	86.09

0018	28/10/2022	Water Corporation	a/c9023555405 for 12B Elverd St - 23/08/22-26/10/22, a/c9023555405 for 12B Elverd St - 23/08/22-26/10/22	272.18
0020	28/10/2022	Water Corporation	a/c9023555392 for 12A Elverd St - 23/08/22-26/10/22, a/c9023555392 for 12A Elverd St - 23/08/22-26/10/22	323.61
0173	31/10/2022	Water Corporation	a/c9007797797 for Standpipe at Blackwood Rd - 26/08/22 - 28/10/22	373.41
				<b>21721.28</b>

<b>EFT Payments 1/11/22 - 30/11/22</b>				
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>EFT31061</b>	<b>03/11/2022</b>	<b>WALGA (Western Australian Local Government Association)</b>	<b>Convention</b>	<b>-8020.00</b>
SI-002464	12/10/2022	WALGA (Western Australian Local Government Association)	WALGA State conference attendance for Cr Wieringa, P Webb, Egerton-Warburton, Radford, Singh and CEO	8020.00
<b>EFT31062</b>	<b>03/11/2022</b>	<b>Kenrick Riley</b>	<b>MEMORIAL HALL HIRE BOND RETURN</b>	<b>-200.00</b>
T187	25/10/2022	Kenrick Riley	Riley Bond - Memorial Hall	200.00
<b>EFT31063</b>	<b>03/11/2022</b>	<b>DL Consulting</b>	<b>Consulting Services</b>	<b>-10175.00</b>
1007	30/09/2022	DL Consulting	End of Year Financial Assitance as required.	10175.00
<b>EFT31064</b>	<b>03/11/2022</b>	<b>Trevor Thomas Norrish</b>	<b>Refund</b>	<b>-10000.00</b>
241022	24/10/2022	Trevor Thomas Norrish	Overpayment of income tested fee in relation to lifetime cap	10000.00
<b>EFT31065</b>	<b>03/11/2022</b>	<b>Heather Marland</b>	<b>Reimbursement</b>	<b>-255.75</b>
251022	25/10/2022	Heather Marland	Accommodation and meals for training in Perth	255.75
<b>EFT31066</b>	<b>03/11/2022</b>	<b>Australia Post</b>	<b>Postage</b>	<b>-479.82</b>
1011874241	03/10/2022	Australia Post	Postage & Freight costs for September 2022	479.82
<b>EFT31067</b>	<b>03/11/2022</b>	<b>Kojonup Agricultural Supplies</b>	<b>Agricultural Supplies</b>	<b>-949.00</b>
10208676	06/10/2022	Kojonup Agricultural Supplies	Gate cyclone n-sure brooker hinge, Petrol Backpack blower - BR700	949.00
<b>EFT31068</b>	<b>03/11/2022</b>	<b>Carony Pty Ltd</b>	<b>September 2022 Account</b>	<b>-40.00</b>
08-000173	27/09/2022	Carony Pty Ltd	Springhaven Newspappers September 2022	40.00
<b>EFT31069</b>	<b>03/11/2022</b>	<b>Kojonup Pharmacy</b>	<b>Pharmaceuticals</b>	<b>-935.15</b>
SEPT 22	30/09/2022	Kojonup Pharmacy	Springhaven Pharmacy October 2022	935.15
<b>EFT31070</b>	<b>03/11/2022</b>	<b>Telstra</b>	<b>Telecommunications</b>	<b>-736.80</b>
T311 OCT 22	18/10/2022	Telstra	Internet charges for Kodja Place from 18/10/22 - 17/11/22, Mobile charges for Snr Ranger from 18/10/22 - 17/11/22, iPad charges for MCCS Place from 18/10/22 - 17/11/22, iPad charges for MRS from 18/10/22 - 17/11/22, iPad charges for MWS from 18/10/22 - 17/11/22, Mobile charges for Springhaven staff from 18/10/22 - 17/11/22, Phone charges for Springhaven solar panels from 18/10/22 - 17/11/22, Phone charges for Avdata monitoring system from 18/10/22 - 17/11/22	304.71
K414130301-5	18/10/2022	Telstra	Shire office landline and modem, Bushfire landline Shire office and Kodja Place, Kodja Place landline and modem, Springhaven landline and modem, Depot security landline, Airstrip landline, Swimming pool landline	432.09
<b>EFT31071</b>	<b>03/11/2022</b>	<b>Synergy</b>	<b>Electricity</b>	<b>-5763.37</b>
2009646835	14/10/2022	Synergy	a/c340194030 for Barracks Pl - 16/08/22 - 19/09/22	3698.23
2093618001	14/10/2022	Synergy	a/c108640990 for Lot147 Broomehill Rd - 06/07/22 - 02/09/22	375.86
2085623764	14/10/2022	Synergy	a/c375969790 for Benn Pde - 16/08/22 - 19/09/22	1008.85
2029664845	25/10/2022	Synergy	a/c337284750 for 143 Albany Hwy - 20/09/22 - 18/10/22	680.43
<b>EFT31072</b>	<b>03/11/2022</b>	<b>Kleenheat Gas Pty Ltd</b>	<b>Gas</b>	<b>-636.30</b>
22016462	05/10/2022	Kleenheat Gas Pty Ltd	LPG Bulk Springhaven	312.04
22019275	12/10/2022	Kleenheat Gas Pty Ltd	LPG Bulk Admin	324.26
<b>EFT31073</b>	<b>03/11/2022</b>	<b>Kojonup Tyre Service</b>	<b>Tyre Services</b>	<b>-3355.00</b>
INV-3552	11/10/2022	Kojonup Tyre Service	2x new tyres and labour for call out	3355.00
<b>EFT31074</b>	<b>03/11/2022</b>	<b>Kojonup Country Kitchen</b>	<b>Catering</b>	<b>-159.35</b>
2931	18/10/2022	Kojonup Country Kitchen	Catering for 7 people for morning tea and lunch on 18 October 2022.	159.35
<b>EFT31075</b>	<b>03/11/2022</b>	<b>BOC Gases</b>	<b>Industrial Gases</b>	<b>-125.41</b>
5005867776	28/09/2022	BOC Gases	Supply of industrial gases for Depot, Supply of industrial gases for Springhaven, Supply of industrial gases for Springhaven, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck	125.41
<b>EFT31076</b>	<b>03/11/2022</b>	<b>Egabva Plumbing &amp; Gas Service</b>	<b>Plumbing</b>	<b>-450.84</b>
4249	24/10/2022	Egabva Plumbing & Gas Service	Annual servicing of RPZDs	154.00

4248	24/10/2022	Egabva Plumbing & Gas Service	Fix HWS depot building	296.84
<b>EFT31077</b>	<b>03/11/2022</b>	<b>Winc Australia Pty Ltd</b>	<b>Stationary</b>	<b>-185.44</b>
9040634412	19/10/2022	Winc Australia Pty Ltd	Name Badge for BRPC	12.11
9040644260	20/10/2022	Winc Australia Pty Ltd	Business cards for BRPC	57.20
9040722834	27/10/2022	Winc Australia Pty Ltd	Laminating Pouches, Mentos, 250gsm White Paper, Pens, Stapler, Brother Label Tape	116.13
<b>EFT31078</b>	<b>03/11/2022</b>	<b>Synergy - Street Lights</b>	<b>Electricity</b>	<b>-5379.64</b>
2037667409	01/11/2022	Synergy - Street Lights	a/c131337630 for 289 Streetlights	5379.64
<b>EFT31079</b>	<b>03/11/2022</b>	<b>St Bernards School</b>	<b>Donation</b>	<b>-50.00</b>
FTI000000107	25/10/2022	St Bernards School	2022 Graduation Sponsorship and Awards Ceremony	50.00
<b>EFT31080</b>	<b>03/11/2022</b>	<b>ABA Security</b>	<b>Security</b>	<b>-442.62</b>
30733	03/10/2022	ABA Security	Springhaven Security monitoring 01/10/22- 31/12/22	198.00
30830	11/10/2022	ABA Security	Camera front door fix and movement of kitchen cctv	244.62
<b>EFT31081</b>	<b>03/11/2022</b>	<b>MEDELECT</b>	<b>Equipment Maintenance</b>	<b>-566.50</b>
87028	17/10/2022	MEDELECT	Preventative gas service Springhaven September 2022	566.50
<b>EFT31082</b>	<b>03/11/2022</b>	<b>John Kinnear and Associates</b>	<b>Consulting Surveyors</b>	<b>-3760.90</b>
F768A	20/10/2022	John Kinnear and Associates	BAL Contour Plan and Bushfire Management Plan - Thornbury Close Subdivision	3760.90
<b>EFT31083</b>	<b>03/11/2022</b>	<b>CGS ENGINEERS</b>	<b>Engineering</b>	<b>-285.30</b>
24087	21/10/2022	CGS ENGINEERS	New Guide channel . Front Gate 15 Loton Close.,	285.30
<b>EFT31084</b>	<b>03/11/2022</b>	<b>Truckline</b>	<b>Plant Maintenance and Parts</b>	<b>-291.68</b>
8067763	14/10/2022	Truckline	oversized sign	291.68
<b>EFT31085</b>	<b>03/11/2022</b>	<b>Toll Transport</b>	<b>Freight</b>	<b>-100.15</b>
0302-80774145	09/10/2022	Toll Transport	From Sunny Signs on 06/10/22	87.10
0303-80774145	16/10/2022	Toll Transport	From Afgri on 10/10/2022	13.05
<b>EFT31086</b>	<b>03/11/2022</b>	<b>Rotary Club of Kojonup Inc.</b>	<b>Advertising</b>	<b>-200.00</b>
10	27/10/2022	Rotary Club of Kojonup Inc.	Advertising in the Rotary Business Directory	200.00
<b>EFT31087</b>	<b>03/11/2022</b>	<b>Optus Billing Services Pty Ltd</b>	<b>Telecommunications</b>	<b>-2684.72</b>
306408534	07/10/2022	Optus Billing Services Pty Ltd	Optus Loop for Admin 07/09/22 - 06/10/22	1202.31
306408535	07/10/2022	Optus Billing Services Pty Ltd	Optus Loop for Springhaven 07/09/22 - 06/10/22	497.00
307101809	10/10/2022	Optus Billing Services Pty Ltd	Optus Loop for Kodja Place 10/10/22 - 03/10/22	403.00
307772320	13/10/2022	Optus Billing Services Pty Ltd	Optus Loop for Depot 13/09/22 - 12/10/22	268.01
309534026	20/10/2022	Optus Billing Services Pty Ltd	Phone and internet charges - Admin, Phone and internet charges - Swimming Pool, Phone and internet charges - Kodja Place, Phone and internet charges - Springhaven, Phone and internet charges - Depot	314.40
<b>EFT31088</b>	<b>03/11/2022</b>	<b>Sunny Signs</b>	<b>Signage</b>	<b>-1632.58</b>
487014	12/10/2022	Sunny Signs	Muradup Signage Damage , Sign and post replacements; Phillips Rd, Ford Lane, Anderson Rd	1632.58
<b>EFT31089</b>	<b>03/11/2022</b>	<b>Watson's Liquid Waste</b>	<b>Liquid Waste Removal</b>	<b>-452.00</b>
2385	05/10/2022	Watson's Liquid Waste	Springhaven Grease trap pump out Septmeber 2022	452.00
<b>EFT31090</b>	<b>03/11/2022</b>	<b>Warren Blackwood Waste</b>	<b>Waste and Recycling</b>	<b>-240.00</b>
18288	02/11/2022	Warren Blackwood Waste	Kojonup 1.5m3 Front Lift Bins - October 2022	240.00
<b>EFT31091</b>	<b>03/11/2022</b>	<b>MARION GALE</b>	<b>Goods For Sale</b>	<b>-16.00</b>
93	01/10/2022	MARION GALE	2 Crochet Bags	16.00
<b>EFT31092</b>	<b>03/11/2022</b>	<b>AUSTRALIAN TAXATION OFFICE</b>	<b>BAS</b>	<b>-96195.00</b>
211022	21/10/2022	AUSTRALIAN TAXATION OFFICE	September 2022	96195.00
<b>EFT31093</b>	<b>03/11/2022</b>	<b>Harris's Garage</b>	<b>Vehicle Servicing</b>	<b>-1001.27</b>
833	25/10/2022	Harris's Garage	Muradup Fire Truck & Pump Service	1001.27
<b>EFT31094</b>	<b>03/11/2022</b>	<b>KOJONUP BMC EMBROIDERY</b>	<b>Uniforms</b>	<b>-465.00</b>
8497	10/10/2022	KOJONUP BMC EMBROIDERY	Regulatory 1x Pants, 2x Shirts, 2 x Pants, 1 x Head wear	74.00
8504	10/10/2022	KOJONUP BMC EMBROIDERY	Springhaven Uniforms 3 x staff	196.00
8532	18/10/2022	KOJONUP BMC EMBROIDERY	Regulatory 1x Pants, 2x Shirts, 2 x Pants, 1 x Head wear	195.00
<b>EFT31095</b>	<b>03/11/2022</b>	<b>Lorreen Avis Greeuw</b>	<b>Reimbursement</b>	<b>-8.00</b>
261022	26/10/2022	Lorreen Avis Greeuw	Flight Resources (2x Parachute Men)	8.00



EFT31096	03/11/2022	Workwear Group Group (Yakka, TWW, King Gee, Wolverine,	Uniforms	-399.00
14366652	06/10/2022	Workwear Group Group (Yakka, TWW, King Gee, Wolverine,	Staff uniform for Stacia Hawkes	399.00
EFT31097	03/11/2022	PFD Foodservices (Southway Distributors)	Food and Dry Goods	-754.00
LE506496	12/10/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments October 2022	754.00
EFT31098	03/11/2022	SURGICAL HOUSE	Pharmaceuticals	-152.20
A829795	06/10/2022	SURGICAL HOUSE	Springhaven Surgical house October 2022	152.20
EFT31099	03/11/2022	ST LUKE'S FAMILY PRACTICE	Medical	-132.00
203602	18/10/2022	ST LUKE'S FAMILY PRACTICE	Staff medical - Emelee Peet	132.00
EFT31100	03/11/2022	AD Contractors Pty Ltd	Plant Hire	-1540.00
237837	18/10/2022	AD Contractors Pty Ltd	Spreader truck and operator - Koj-Frankland Reseal - 12 October 2022, 7am - Shire Depot, Blackwood Road	1540.00
EFT31101	03/11/2022	Zee Tags	Animal Tags	-157.97
520	24/10/2022	Zee Tags	200x Green Dog Tags - #400-600 exp 2025	157.97
EFT31102	03/11/2022	Albany Filterclean	Filters	-33.00
30708	11/10/2022	Albany Filterclean	Springhaven filter clean October 2022	33.00
EFT31103	03/11/2022	Department of Planning, Lands and Heritage (Dept of Lands)	Land Exchange	-1247.20
LD329946	19/10/2022	Department of Planning, Lands and Heritage (Dept of Lands)	DPLH - Springhaven Land Exchange, DPLH - Springhaven Land Exchange, Credit - DPLH - Springhaven Land Exchange	100.00
LD329949	19/10/2022	Department of Planning, Lands and Heritage (Dept of Lands)	DPLH - Invoice LD329949 - Springhaven Land Exchange, DPLH - Invoice LD329946 - Springhaven Land Exchange	1147.20
EFT31104	03/11/2022	The Cott Family Trust t/a Oiltech Fuel	Diesel	-26399.29
21936	20/10/2022	The Cott Family Trust t/a Oiltech Fuel	Supply 11500L @ 208.69cpl on 20/10/2022	26399.29
EFT31105	03/11/2022	ALBANY LOCK & SECURITY	Lock Services	-561.80
29452	05/10/2022	ALBANY LOCK & SECURITY	Padlocks	561.80
EFT31106	03/11/2022	Cleanaway Daniels Services Pty Ltd	Sharps Removal	-273.69
2118170	30/09/2022	Cleanaway Daniels Services Pty Ltd	Springhave sharps collection September 2022	273.69
EFT31107	03/11/2022	Emily Sleight	Reimbursement	-170.84
191022	19/10/2022	Emily Sleight	Fuel, Meals and Parking for Training	170.84
EFT31108	03/11/2022	R & R Publications	Goods For Sale	-359.64
25/51	22/09/2022	R & R Publications	12x a Guide To Native Orchids of South Western Australia	359.64
EFT31109	03/11/2022	Lucindas Everlastings	Goods For Sale	-157.50
4590	14/10/2022	Lucindas Everlastings	10 x P&W everlasting packets & 10 x P & W everlasting packets	157.50
EFT31110	03/11/2022	Copyright Agency	Licence	-1714.96
INV00020076	20/10/2022	Copyright Agency	Copyright Licence Local Government Package - LOC0500 02/12/22 - 01/12/23	1714.96
EFT31111	03/11/2022	Green Eleven Pty Ltd	Strategic Community Plan	-26486.61
2223021	30/09/2022	Green Eleven Pty Ltd	Strategic Planning overhaul - 2022/2023	11082.50
2223038	01/10/2022	Green Eleven Pty Ltd	Strategic Planning overhaul - 2022/2023	15404.11
EFT31112	03/11/2022	thinkproject Australia Pty Ltd	Training	-1100.00
INV-0539	01/09/2022	thinkproject Australia Pty Ltd	RAMM Acadmy Courses	1100.00
EFT31113	03/11/2022	WA Tool and Trade Supply Co	Workshop Supplies	-58.12
5566	18/10/2022	WA Tool and Trade Supply Co	Dry Graphite Lubricant 400g, Cut and Drilling Fluid 300g	58.12
EFT31114	03/11/2022	Betta Home Living House & Home	Furniture	-988.00
35810031645	27/10/2022	Betta Home Living House & Home	1 x Atlanta QB base, 1 x Dreamer queen mattress	988.00
EFT31115	03/11/2022	BMSS Babich Maintenance & Steriliser Services Pty Ltd	Maintenance	-632.50
25528	15/09/2022	BMSS Babich Maintenance & Steriliser Services Pty Ltd	Pan sanitiser service Springhaven 2022	632.50
EFT31116	03/11/2022	Black Cockatoo Cafe	Rates Incentive	-30.00

311022	31/10/2022	Black Cockatoo Cafe	Kojonup Dollars 168,169,170	30.00
<b>EFT31117</b>	<b>03/11/2022</b>	<b>STACIA HAWKES</b>	<b>Reimbursement</b>	<b>-43.70</b>
271022	27/10/2022	STACIA HAWKES	Books for Library, Knife set and Cutlery for staff housing	43.70
<b>EFT31118</b>	<b>03/11/2022</b>	<b>Kojonup Light Civil</b>	<b>Construction</b>	<b>-6040.00</b>
437	20/10/2022	Kojonup Light Civil	9 cubes Cracker dust - sports oval and surrounds, Sand to Muradup Cemetery , , Sand to Kojonup Cemetery , , Sand to OVAL back fill light pole areas , , Sand for various misc jobs - 150m3, , Sand for Apex Park for Water Corp sewage leak , 10 cubes of sand	6040.00
<b>EFT31119</b>	<b>03/11/2022</b>	<b>Lilly's Garden operated by Marina Murray</b>	<b>Goods For Sale</b>	<b>-868.50</b>
43-45	14/10/2022	Lilly's Garden operated by Marina Murray	91 Jams & 60 Relish/Pickles - to sell at Bloom ., Whats left over is for Shop	868.50
<b>EFT31120</b>	<b>03/11/2022</b>	<b>Ciara O'Regan</b>	<b>Reimbursement</b>	<b>-200.00</b>
261022	26/10/2022	Ciara O'Regan	Paid incorrect fee on traffic infringement which was reimbursed to Shire	200.00
<b>EFT31121</b>	<b>03/11/2022</b>	<b>Brolly Australasia Pty Ltd</b>	<b>Annual Fees</b>	<b>-1306.80</b>
INV-2022166	28/10/2022	Brolly Australasia Pty Ltd	Software - Flying Solo Annual (12 Months) service charge (250 new records per month)	1306.80
<b>EFT31122</b>	<b>03/11/2022</b>	<b>3E Advantage Pty Ltd</b>	<b>Printing</b>	<b>-2214.85</b>
INV-76252-G7W2R2	31/10/2022	3E Advantage Pty Ltd	Printing charges Admin Depot Springhaven, Printing charges Kodja Place	2214.85
<b>EFT31123</b>	<b>03/11/2022</b>	<b>Jill Watkin</b>	<b>Reimbursement</b>	<b>-2737.98</b>
061022	06/10/2022	Jill Watkin	Claim Kilometres for training:, Fremantle Curtin University to Kojonup 9311km - 9579km = 268km, Kodja Place to Tambellup and return 10998km - 11121km = 123km, Total 391km @ 0.78cents per km	304.98
061022	06/10/2022	Jill Watkin	Removal Expenses as per letter of offer	2433.00
<b>EFT31124</b>	<b>03/11/2022</b>	<b>Stocksmart T/A Tamesha Gardner</b>	<b>Fencing</b>	<b>-3080.00</b>
2859	17/08/2022	Stocksmart T/A Tamesha Gardner	Fencing materials 0.7km	3080.00
<b>EFT31125</b>	<b>03/11/2022</b>	<b>KOH Living</b>	<b>Goods For Sale</b>	<b>-4135.76</b>
SO-00015921	28/09/2022	KOH Living	Assorted Ceramic Coasters, Xmas Baubles, Assorted Tealight Candle Holders, Assorted A5 Journals and List Pads, Assorted Votives, Assorted Travel Mugs and Drink Bottles, Assorted Glasses case and Lens Cleaner Sets, Assorted Iron Stands. All for sale in the Visitors Centre	4135.76
<b>EFT31126</b>	<b>03/11/2022</b>	<b>Cassie Stratford T/A Bush Wicks</b>	<b>Goods For Sale</b>	<b>-219.80</b>
21	03/10/2022	Cassie Stratford T/A Bush Wicks	8 Assorted Bush Wicks 180g Candles, 2 Reed Diffusers	219.80
<b>EFT31127</b>	<b>03/11/2022</b>	<b>Anna Byrne</b>	<b>Reimbursement</b>	<b>-2900.18</b>
181022	18/10/2022	Anna Byrne	Meals and Fuel for Trelis Training in Perth for CSO 9/10/22 - 16/10/22	400.18
191022	19/10/2022	Anna Byrne	Removal expenses as per contract	2500.00
<b>EFT31128</b>	<b>03/11/2022</b>	<b>Fatima Gementiza</b>	<b>Reimbursement</b>	<b>-132.00</b>
111022	11/10/2022	Fatima Gementiza	Pre-Employment Medical	132.00
<b>EFT31129</b>	<b>03/11/2022</b>	<b>Precious Moore</b>	<b>Reimbursement</b>	<b>-132.00</b>
251022	25/10/2022	Precious Moore	Pre-Employment Medical	132.00
<b>EFT31130</b>	<b>11/11/2022</b>	<b>Payroll Deductions - Shire of Kojonup</b>	<b>Payroll deductions</b>	<b>-1775.00</b>
DEDUCTION	08/11/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	1155.00
DEDUCTION	08/11/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	620.00
<b>EFT31131</b>	<b>11/11/2022</b>	<b>Child Support Agency</b>	<b>Payroll deductions</b>	<b>-311.97</b>
DEDUCTION	08/11/2022	Child Support Agency	Payroll Deduction	311.97
<b>EFT31132</b>	<b>11/11/2022</b>	<b>Australian Services Union (LGO)</b>	<b>Payroll deductions</b>	<b>-51.80</b>
DEDUCTION	08/11/2022	Australian Services Union (LGO)	Payroll Deduction	51.80
<b>EFT31133</b>	<b>11/11/2022</b>	<b>Australian Services Union (MEU)</b>	<b>Payroll deductions</b>	<b>-71.70</b>
DEDUCTION	08/11/2022	Australian Services Union (MEU)	Payroll Deduction	71.70
<b>EFT31134</b>	<b>11/11/2022</b>	<b>EasiSalary</b>	<b>Payroll deductions</b>	<b>-2528.79</b>
DEDUCTION	08/11/2022	EasiSalary	Payroll Deduction	1226.87
DEDUCTION	08/11/2022	EasiSalary	Payroll Deduction	1301.92
<b>EFT31135</b>	<b>17/11/2022</b>	<b>MARINA JANE MURRAY</b>	<b>Reimbursement</b>	<b>-91.86</b>
041122	04/11/2022	MARINA JANE MURRAY	Telephone, Internet and Data Usage 06/10/22-05/11/22	91.86

<b>EFT31136</b>	<b>17/11/2022</b>	<b>WALGA (Western Australian Local Government Association)</b>	<b>Training</b>	<b>-264.00</b>
SI-002712	26/10/2022	WALGA (Western Australian Local Government Association)	Record Keeping Awareness for Elected Members - 1 November 2022	264.00
<b>EFT31137</b>	<b>17/11/2022</b>	<b>Vasse Civil &amp; Drainage</b>	<b>Release of Retention Monies</b>	<b>-23009.21</b>
VC23/18	02/11/2022	Vasse Civil & Drainage	Sub-division Works - Lot85 Katanning Road. Release of retention monies upon completion of 12month maintenance period.	23009.21
<b>EFT31138</b>	<b>17/11/2022</b>	<b>Department of Biodiversity, Conservation and Attractions</b>	<b>Goods For Sale</b>	<b>-389.28</b>
P1-01-031467	31/10/2022	Department of Biodiversity, Conservation and Attractions	Assorted Bush Books for Sale in Visitor Centre Shop	389.28
<b>EFT31139</b>	<b>17/11/2022</b>	<b>Kojonup Bowling Club</b>	<b>Grant Funds</b>	<b>-62975.00</b>
74	03/11/2022	Kojonup Bowling Club	50% total approved Grant Funds for new bowling green	62975.00
<b>EFT31140</b>	<b>17/11/2022</b>	<b>MARY RACHAEL HOBBS</b>	<b>Goods For Sale</b>	<b>-54.50</b>
47	01/11/2022	MARY RACHAEL HOBBS	3 Hand Towels and 1 Small Hand Towel, For Sale in Visitor Centre Shop	54.50
<b>EFT31141</b>	<b>17/11/2022</b>	<b>Hi-Way Sales &amp; Service</b>	<b>Engineering Supplies</b>	<b>-1836.80</b>
240186	31/10/2022	Hi-Way Sales & Service	Diesel 42.36L, Diesel 400L, Spark Plug, Butane, 1x 50/50 Soldering Iron, Supa glue, 1x Soldering Iron	1313.00
240186	31/10/2022	Hi-Way Sales & Service	air valve for reverse fans	129.00
240334	01/11/2022	Hi-Way Sales & Service	sheet of perspects for window	394.80
<b>EFT31142</b>	<b>17/11/2022</b>	<b>Ixom Operations Pty Ltd</b>	<b>Chemicals</b>	<b>-253.70</b>
6590801	31/10/2022	Ixom Operations Pty Ltd	6 months of monthly service charges - chlorine gas bottles	253.70
<b>EFT31143</b>	<b>17/11/2022</b>	<b>Kojonup Agricultural Supplies</b>	<b>Agricultural Supplies</b>	<b>-13768.44</b>
10209120	19/10/2022	Kojonup Agricultural Supplies	1x pull start spring, 1x fuel cap	40.00
10209205	24/10/2022	Kojonup Agricultural Supplies	2 x 1000 kg bulka bags calciprill	1179.20
10209433	27/10/2022	Kojonup Agricultural Supplies	sheep ear tags - 0001-0100 in current season colour - Pool Passes	53.24
10209590	31/10/2022	Kojonup Agricultural Supplies	1000 L Roundup Ultra Max	12496.00
<b>EFT31144</b>	<b>17/11/2022</b>	<b>Carony Pty Ltd</b>	<b>Rates Incentive</b>	<b>-2048.66</b>
04-391172	03/09/2022	Carony Pty Ltd	Watering Can & Rose 10L	11.50
03-092149	03/10/2022	Carony Pty Ltd	Spray trolley cart	112.25
03-092149	03/10/2022	Carony Pty Ltd	Energizer Max 9V	98.50
03-092179	04/10/2022	Carony Pty Ltd	Sealant Adhesive Filler 3in1	18.25
04-394627	06/10/2022	Carony Pty Ltd	Avery Laser Labels 19x24mm 19x36	12.70
03-092602	11/10/2022	Carony Pty Ltd	Work boots - Cayden - Size 11 - Steel blue elastic sides	195.00
03-092547	11/10/2022	Carony Pty Ltd	Tape Teflon 12mmx6m, Valve Ball Brass Untested 1in	26.10
01-229583	12/10/2022	Carony Pty Ltd	Work Boots - size 7 1/2 - Blue Steel - elastic sides - Gerald Alizer	195.00
01-229571	12/10/2022	Carony Pty Ltd	Baracuda Liquid Chlorine 20L, Philmac Plug BSP 1/2", 49.46"	49.46
04-395087	12/10/2022	Carony Pty Ltd	Rexel L/Pouch 100pk 75 Micron	20.45
03-092696	13/10/2022	Carony Pty Ltd	Philmac B/con, Camlock 3/4' Part B,D, E, F	42.80
01-229672	14/10/2022	Carony Pty Ltd	Super Poultry Mix	28.95
01-229799	18/10/2022	Carony Pty Ltd	Nozzle Tohl FD20	88.00
01-229894	19/10/2022	Carony Pty Ltd	Work Boots - Cameron - Size 9 - Blue steel - black	235.00
01-229890	19/10/2022	Carony Pty Ltd	Plywood 2400x1200x9mm	61.95
03-093228	22/10/2022	Carony Pty Ltd	Tie Wire Dispen Pck 0.9mmx150m, Sisal Lashing 2980x140m	44.75
03-093336	25/10/2022	Carony Pty Ltd	Gas Bottle - 8.5kg - new	95.95
01-230212	25/10/2022	Carony Pty Ltd	Philmac P/Riser, Clamp Saddle Poly 19mm pk10, Term Blue Bullet Fem & Male Conn	26.80
03-093350	25/10/2022	Carony Pty Ltd	Sealant Adhesive Filler 3in1	18.25
03-093387	26/10/2022	Carony Pty Ltd	BRPC - Safety Shoes (BRPC)	255.00
08-000201	31/10/2022	Carony Pty Ltd	Springhaven Newspapers October 2022	42.00
08112022	08/11/2022	Carony Pty Ltd	Kojonup Dollars - 151-167, 171-175, 199, 200, 321-325	370.00
<b>EFT31145</b>	<b>17/11/2022</b>	<b>Kojonup Pharmacy</b>	<b>Pharmaceuticals</b>	<b>-1553.10</b>
OCT 22	31/10/2022	Kojonup Pharmacy	Springhaven Pharmacy October 2022	1553.10
<b>EFT31146</b>	<b>17/11/2022</b>	<b>Telstra</b>	<b>Telecommunications</b>	<b>-772.00</b>

T311 OCT22	25/10/2022	Telstra	iPad/Mobile charges for CEO 25/10/22 - 24/11/22, iPad charges for Kodja Place 25/10/22 - 24/11/22, iPad charges for MCCS 25/10/22 - 24/11/22, iPad/tablet charges for Springhaven 25/10/22 - 24/11/22, Mobile charges for MWS 25/10/22 - 24/11/22, Twig Tone Devices 25/10/22 - 24/11/22, Standpipe controller on Stock Rd 25/10/22 - 24/11/22, Mobile Charges for Works Manager & Technical Officer 25/10/22 - 24/11/22	772.00
<b>EFT31147</b>	<b>17/11/2022</b>	<b>Synergy</b>	<b>Electricity</b>	<b>-8582.91</b>
2089647635	31/10/2022	Synergy	a/c392675750 for Powerwatch - 01/10/22 - 31/10/22	172.66
2037667119	31/10/2022	Synergy	a/c542221630 for 31 Piesse St - 17/08/22 - 28/10/22	170.09
2073654998	01/11/2022	Synergy	a/c862761710 for Football Oval Lights Blackwood Rd - 01/09/22-31/10/22	141.89
2025678970	03/11/2022	Synergy	a/c339632390 for 8C Newton St - 03/09/22-02/11/22	396.87
2033681429	03/11/2022	Synergy	a/c338398910 for 12B Elverd St - 03/09/22-02/11/22	368.20
2033681428	03/11/2022	Synergy	a/c338398720 for 12A Elverd St - 03/09/22-02/11/22	437.87
2061658856	03/11/2022	Synergy	a/c356438440 for EV Charger 143 Albany Hwy - 03/09/22-02/11/22	837.30
2045667912	04/11/2022	Synergy	a/c386279970 for Loc6171 Blackwood Rd - 01/09/22 - 01/11/22	232.75
2021686609	08/11/2022	Synergy	a/c250826500 for 10 Bagg St - 02/09/22-03/11/22	498.74
2069663833	08/11/2022	Synergy	a/c955462010 for 32 Katanning Rd - 02/09/22-03/11/22	508.88
2097632630	08/11/2022	Synergy	a/c361072390 for 39 Vanzuilecom St - 02/09/22-03/11/22	124.41
2021686915	08/11/2022	Synergy	a/c354238990 for 8B Newton St - 02/09/22-03/11/22	90.13
2049673841	08/11/2022	Synergy	a/c145682100 for 34 Katanning Rd - 02/09/22-03/11/22	67.89
2001716837	08/11/2022	Synergy	a/c269776860 for 8 Soldier Rd - 02/09/22-03/11/22	2698.78
1001015800	10/11/2022	Synergy	a/c375598950 for 28 Kojonup-Katanning Rd - 11/11/21-21/10/22	1836.45
<b>EFT31148</b>	<b>17/11/2022</b>	<b>Kojonup Tyre Service</b>	<b>Tyre Services</b>	<b>-1600.50</b>
INV-3847	08/11/2022	Kojonup Tyre Service	new tyre, puncture repair, 4x new tyres	1600.50
<b>EFT31149</b>	<b>17/11/2022</b>	<b>Stirling Freight</b>	<b>Freight</b>	<b>-119.78</b>
CISF521740	31/10/2022	Stirling Freight	Freight services	119.78
<b>EFT31150</b>	<b>17/11/2022</b>	<b>BK Thomson Electrical Service</b>	<b>Electrical Services</b>	<b>-1089.26</b>
2409	23/10/2022	BK Thomson Electrical Service	Test + Tag all Electrical Equipment	1089.26
<b>EFT31151</b>	<b>17/11/2022</b>	<b>Kojonup Auto Electrical Services</b>	<b>Auto Electrics</b>	<b>-285.45</b>
9262	26/10/2022	Kojonup Auto Electrical Services	new battery	285.45
<b>EFT31152</b>	<b>17/11/2022</b>	<b>Kojonup Supermarket</b>	<b>Groceries</b>	<b>-6371.23</b>
SEPT 22	30/09/2022	Kojonup Supermarket	a/c45 for Kodja Place	71.56
OCT 22	31/10/2022	Kojonup Supermarket	Ingredients for Platter for Tour Group, Ingredients for Platter for Tour Group	311.67
OCT 22	31/10/2022	Kojonup Supermarket	a/c617 for Council, a/c617 for Council, a/c617 for Admin, a/c617 for Play in the Park, a/c617 for Play in the Park, a/c617 for Play in the Park, a/c617 for Play in the Park, a/c617 for Kodja Place, a/c617 for Kodja Place, a/c617 for Cleaning, a/c617 for Cleaning, a/c617 for Depot, a/c617 for Depot	266.82
OCT 22	31/10/2022	Kojonup Supermarket	Melbourne Cup Breakfast 2022,, plates, knives, forks, cooked breakfast ingredients	439.11
OCT 22	31/10/2022	Kojonup Supermarket	a/c240 Springhaven Meals and Refreshments October 2022	5212.68
OCT 22	31/10/2022	Kojonup Supermarket	a/c 45 for Kodja Place, a/c 45 for Kodja Place	69.39
<b>EFT31153</b>	<b>17/11/2022</b>	<b>Westrac Equipment</b>	<b>Truck Parts</b>	<b>-734.93</b>
PI7533340	19/10/2022	Westrac Equipment	door seal	54.45
PI7553458	25/10/2022	Westrac Equipment	2x hyd filters, 4x fuel filters, 6x hyd filters, 2x oil filters	680.48
<b>EFT31154</b>	<b>17/11/2022</b>	<b>Kojonup Country Kitchen</b>	<b>Catering</b>	<b>-294.40</b>
2933	01/11/2022	Kojonup Country Kitchen	Catering for 7 people for morning tea and roast meats (chicken/beef/pork) for 23 people for lunch on 1/11/22	198.40
2935	07/11/2022	Kojonup Country Kitchen	Scones for NRM Officer morning tea	96.00
<b>EFT31155</b>	<b>17/11/2022</b>	<b>BOC Gases</b>	<b>Industrial Gases</b>	<b>-158.73</b>
5005891718	19/10/2022	BOC Gases	Supply of industrial gases for Depot, Supply of industrial gases for Springhaven, Supply of industrial gases for Springhaven, Supply of industrial gases for FireTruck, Supply of industrial gases for FireTruck, Supply of industrial gases for FireTruck, Supply of industrial gases for FireTruck, Supply of industrial gases for FireTruck, Supply of industrial gases for FireTruck	129.58
4032495540	29/10/2022	BOC Gases	1x Oxygen Industrial Size G	29.15
<b>EFT31156</b>	<b>17/11/2022</b>	<b>Kojonup Shoe &amp; Sports</b>	<b>Rates Incentive</b>	<b>-30.00</b>
INV-0690	02/11/2022	Kojonup Shoe & Sports	Kojonup Dollars - 177,179,182	30.00
<b>EFT31157</b>	<b>17/11/2022</b>	<b>Egabva Plumbing &amp; Gas Service</b>	<b>Plumbing</b>	<b>-546.50</b>

4252	07/11/2022	Egabva Plumbing & Gas Service	Main toilet block. Emergency drain relief during show.	356.75
4237	07/11/2022	Egabva Plumbing & Gas Service	Emergency callout 27 September. No hot water	189.75
<b>EFT31158</b>	<b>17/11/2022</b>	<b>Lotex Filter Cleaning Service</b>	<b>Filters</b>	<b>-200.50</b>
8516	09/09/2022	Lotex Filter Cleaning Service	Filter, Air con panel	200.50
<b>EFT31159</b>	<b>17/11/2022</b>	<b>Wurth Australia Pty Ltd</b>	<b>Workshop Supplies</b>	<b>-731.05</b>
4320273572	28/10/2022	Wurth Australia Pty Ltd	drill bit set, 2x rost off ice, hand wash pack, hose clamps	731.05
<b>EFT31160</b>	<b>17/11/2022</b>	<b>Winc Australia Pty Ltd</b>	<b>Stationary</b>	<b>-8.31</b>
9040795469	04/11/2022	Winc Australia Pty Ltd	Mentos, 250gsm White Paper	8.31
<b>EFT31161</b>	<b>17/11/2022</b>	<b>ABA Security</b>	<b>Security</b>	<b>-6292.46</b>
30479	19/09/2022	ABA Security	Monitoring of The Security Alarm System for The Kodja Place, Period 19/09/2022 - 18/12/2022	219.49
30809	07/10/2022	ABA Security	Springhaven annual Fire testing all equipment	6072.97
<b>EFT31162</b>	<b>17/11/2022</b>	<b>Kojonup Aboriginal Corporation</b>	<b>Goods For Sale</b>	<b>-630.44</b>
011122	01/11/2022	Kojonup Aboriginal Corporation	Goods Sold on Consignment	630.44
<b>EFT31163</b>	<b>17/11/2022</b>	<b>Arrow Bronze</b>	<b>Memorial Plaque</b>	<b>-207.71</b>
728759	30/09/2022	Arrow Bronze	Stella Pearl Hill, Died 14th April 2022, Aged 93 Years, M102a 129mm X 84mm	207.71
<b>EFT31164</b>	<b>17/11/2022</b>	<b>McLeods Barristers and Solicitors</b>	<b>Legal Services</b>	<b>-2922.56</b>
126970	31/10/2022	McLeods Barristers and Solicitors	Governance Advice regarding Resignation of Councillor	2922.56
<b>EFT31165</b>	<b>17/11/2022</b>	<b>Toll Transport</b>	<b>Freight</b>	<b>-198.26</b>
0304-80774145	23/10/2022	Toll Transport	From Truckline on 14/10/22, From WA Hino on 14/10/22, From Westrac on 19/10/22	33.03
0305-80774145	30/10/2022	Toll Transport	From Sunny Signs on 21/10/2022, From Sunny Signs on 21/10/2022	112.82
0514-S104118	30/10/2022	Toll Transport	From Winc on 19/10/22, From Albany Lock & Services on 05/10/22	22.02
0306-80774145	06/11/2022	Toll Transport	From SW Isuzu on 24/10/22, From SW Isuzu on 27/10/22	30.39
<b>EFT31166</b>	<b>17/11/2022</b>	<b>Moving ON Audits</b>	<b>Audit Services</b>	<b>-275.00</b>
11845	01/11/2022	Moving ON Audits	Springhaven moving on audits November 2022	275.00
<b>EFT31167</b>	<b>17/11/2022</b>	<b>Sunny Signs</b>	<b>Signage</b>	<b>-134.20</b>
487466	19/10/2022	Sunny Signs	Road Name blades: Fisher Road, Eight Mile Rd	134.20
<b>EFT31168</b>	<b>17/11/2022</b>	<b>Warren Blackwood Waste</b>	<b>Waste and Recycling</b>	<b>-20548.04</b>
18311	02/11/2022	Warren Blackwood Waste	240Lt Bins Pick Up, KJP St Bins Pickup, 240 Lt Recycling Bins Pick Up, KJP Service Townsite Area Bins	13639.88
18310	02/11/2022	Warren Blackwood Waste	KJP Transfer Station Management - November 22	6908.16
<b>EFT31169</b>	<b>17/11/2022</b>	<b>TRADELINK</b>	<b>Maintenance Supplies</b>	<b>-309.10</b>
97645745	11/11/2022	TRADELINK	Door Indicator lock sets for toilets x 10.	309.10
<b>EFT31170</b>	<b>17/11/2022</b>	<b>Public Transport Authority</b>	<b>Bus Fares</b>	<b>-519.74</b>
SEPT 22	30/09/2022	Public Transport Authority	Fare Values for September 2022	519.74
<b>EFT31171</b>	<b>17/11/2022</b>	<b>Reece Australia Pty Ltd</b>	<b>Maintenance Equipment</b>	<b>-141.05</b>
440166481	26/10/2022	Reece Australia Pty Ltd	SOK Kitchen .New sink taps and spout	141.05
<b>EFT31172</b>	<b>17/11/2022</b>	<b>Australia's South West</b>	<b>Great Southern Treasures</b>	<b>-12100.00</b>
11536	16/08/2022	Australia's South West	Annual Subscription 22/23 to Great Southern Treasures as Outlined in the MOU	12100.00
<b>EFT31173</b>	<b>17/11/2022</b>	<b>Lincolns Accountants &amp; Business Advisers</b>	<b>Audit Services</b>	<b>-1430.00</b>
36919	31/10/2022	Lincolns Accountants & Business Advisers	Audit of the Springhaven Annual Prudential Compliance Statement for the year ended 30 June 2022	1430.00
<b>EFT31174</b>	<b>17/11/2022</b>	<b>GREAT SOUTHERN TOYOTA</b>	<b>New Vehicle</b>	<b>-52755.02</b>
JC34040075	31/10/2022	GREAT SOUTHERN TOYOTA	Toyota Prado (CEO Vehicle) Services 31/10/22	533.52
RI31100465	07/11/2022	GREAT SOUTHERN TOYOTA	Purchase of Toyota Hilux 4x4 2.8L DSL E/C/C - Building Maintenance Coordinator, Extras: bull bar, tow bar, steel tray	52221.50
<b>EFT31175</b>	<b>17/11/2022</b>	<b>BEST OFFICE SYSTEMS</b>	<b>Printing</b>	<b>-277.19</b>
608857	25/10/2022	BEST OFFICE SYSTEMS	Kodja Place Konica Minolta Photocopier Charges, Period 20/09/2022 - 20/10/2022	277.19
<b>EFT31176</b>	<b>17/11/2022</b>	<b>ABCO Products</b>	<b>Cleaning Products</b>	<b>-2014.38</b>
INV835839	09/11/2022	ABCO Products	puregiene jumbo toilet tissue 2 ply, x 10 cartons, Tork hand towel multifold x 10 cartons, 14 inch orbital flipper, 14 inch alum window squeegee, Pacvac lightweight vacuum cleaner, 2 x 32mm all purpose floor tool, extension cord 20m	2014.38
<b>EFT31177</b>	<b>17/11/2022</b>	<b>SELECT A PART</b>	<b>Truck Parts</b>	<b>-160.04</b>
43427	01/11/2022	SELECT A PART	3x sets of filters	160.04
<b>EFT31178</b>	<b>17/11/2022</b>	<b>ST BERNARDS P&amp;F</b>	<b>Goods For Sale</b>	<b>-10.00</b>
031022	03/10/2022	ST BERNARDS P&F	Goods Sold on Consignment	10.00
<b>EFT31179</b>	<b>17/11/2022</b>	<b>LANDGATE</b>	<b>Mining Tenement</b>	<b>-70.35</b>
379429	26/10/2022	LANDGATE	Minimum Charge 06/09/22 - 14/10/22	42.15

1228393	01/11/2022	LANDGATE	Copy of Transfer of Land Act	28.20
<b>EFT31180</b>	<b>17/11/2022</b>	<b>PFD Foodservices (Southway Distributors)</b>	<b>Food and Dry Goods</b>	<b>-1143.90</b>
LE428153	05/10/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments October 2022	264.90
LE582685	19/10/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments October 2022	473.15
LE653635	26/10/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments October 2022	405.85
<b>EFT31181</b>	<b>17/11/2022</b>	<b>Hope Contractors</b>	<b>Yard Maintenance</b>	<b>-137.50</b>
2188	13/11/2022	Hope Contractors	Garden maintenance - 15 Loton Close	137.50
<b>EFT31182</b>	<b>17/11/2022</b>	<b>AFGRI (greenline)</b>	<b>Agricultural Supplies</b>	<b>-1279.47</b>
2627240	23/09/2022	AFGRI (greenline)	4x fuel filters	127.51
2633376	10/10/2022	AFGRI (greenline)	glass door panel	1151.96
<b>EFT31183</b>	<b>17/11/2022</b>	<b>Christie Leanne McVee</b>	<b>Goods For Sale</b>	<b>-434.00</b>
011122	01/11/2022	Christie Leanne McVee	Goods Sold on Consignment	434.00
<b>EFT31184</b>	<b>17/11/2022</b>	<b>BKS Refrigeration &amp; Airconditioning Pty Ltd</b>	<b>Air Conditioning Services</b>	<b>-2079.00</b>
INV-3054	04/11/2022	BKS Refrigeration & Airconditioning Pty Ltd	Supply and install Air Conditioner to archive room, Admin	2079.00
<b>EFT31185</b>	<b>17/11/2022</b>	<b>KODJA PLACE COMMUNITY FUND INC.</b>	<b>Goods For Sale</b>	<b>-65.00</b>
011122	01/11/2022	KODJA PLACE COMMUNITY FUND INC.	Goods Sold on Consignment	65.00
<b>EFT31186</b>	<b>17/11/2022</b>	<b>The Cott Family Trust t/a Oiltech Fuel</b>	<b>Diesel</b>	<b>-16434.66</b>
22042	03/11/2022	The Cott Family Trust t/a Oiltech Fuel	Supply 7400L @ 201.9cpl on 03/11/22	16434.66
<b>EFT31187</b>	<b>17/11/2022</b>	<b>COLIN CLINCH</b>	<b>Guided Tour</b>	<b>-50.00</b>
011122	01/11/2022	COLIN CLINCH	Guided Tour on 25/10/22 for Katanning Tafe Students	50.00
<b>EFT31188</b>	<b>17/11/2022</b>	<b>Evergreen Grazing Company</b>	<b>Gravel</b>	<b>-16500.00</b>
1022	01/07/2022	Evergreen Grazing Company	Supply of Gravel for Shamrock rd Widening 6000m3	16500.00
<b>EFT31189</b>	<b>17/11/2022</b>	<b>Ramped Technology &amp; Management Systems Pty Ltd</b>	<b>IT Support</b>	<b>-1732.50</b>
INV-5663	31/10/2022	Ramped Technology & Management Systems Pty Ltd	Technical Telephone Support 31/10/2022	115.50
INV-5662	31/10/2022	Ramped Technology & Management Systems Pty Ltd	Technical Phone Support 05/10/22-31/10/22	1617.00
<b>EFT31190</b>	<b>17/11/2022</b>	<b>South West Isuzu</b>	<b>Truck Parts</b>	<b>-1115.70</b>
1272508	24/10/2022	South West Isuzu	FUEL/WATER SEPERATOR BOWL	172.59
1274090	26/10/2022	South West Isuzu	3x sets of service filters	943.11
<b>EFT31191</b>	<b>17/11/2022</b>	<b>ALBANY LOCK &amp; SECURITY</b>	<b>Lock Services</b>	<b>-426.31</b>
30138	26/10/2022	ALBANY LOCK & SECURITY	Lock parts for sliding and security doors	180.31
30186	28/10/2022	ALBANY LOCK & SECURITY	Spare Keys 26 Katanning, Spare Keys Netball courts. Special cuts, Spare Keys for archives and records, , Spare Master Keys,	246.00
<b>EFT31192</b>	<b>17/11/2022</b>	<b>Nightingale's Nest Nursery</b>	<b>Rates Incentive</b>	<b>-130.00</b>
496	06/11/2022	Nightingale's Nest Nursery	Kojonup Dollars - 401-413	130.00
<b>EFT31193</b>	<b>17/11/2022</b>	<b>H + H ARCHITECTS</b>	<b>Architect Services</b>	<b>-1650.00</b>
7534	10/11/2022	H + H ARCHITECTS	Kojonup Men's Shed Project - fee proposal as per version 02/03/2022. Inclusive of concept design, design development, construction documentation, contractor selection and contractor administration	1650.00
<b>EFT31194</b>	<b>17/11/2022</b>	<b>Clarke's Furniture &amp; Kitchen Design</b>	<b>Building Maintenance</b>	<b>-677.65</b>
3031	30/10/2022	Clarke's Furniture & Kitchen Design	Painting of manager office	677.65
<b>EFT31195</b>	<b>17/11/2022</b>	<b>Premier Smash Repairs</b>	<b>Vehicle Repairs</b>	<b>-2318.42</b>
17580	12/10/2022	Premier Smash Repairs	Replacement of windscreen - 2 KO - Toyota Prado Kakadu - removal, fit and calibration - 12/10/22	2318.42
<b>EFT31196</b>	<b>17/11/2022</b>	<b>Edge Planning &amp; Property</b>	<b>Planning Services</b>	<b>-4121.15</b>
2149	10/11/2022	Edge Planning & Property	October 2022 Town Planning advice and assistance	4121.15
<b>EFT31197</b>	<b>17/11/2022</b>	<b>Auscoinswest</b>	<b>Goods For Sale</b>	<b>-385.00</b>
3038	15/09/2022	Auscoinswest	1x Box of Souvenir Coins and 6x Coin Albums, For Sale in Visitor Centre Shop	385.00



<b>EFT31198</b>	<b>17/11/2022</b>	<b>AMGROW Australia (NUTURF)</b>	<b>Turf Maintenance</b>	<b>-231.00</b>
284844	21/09/2022	AMGROW Australia (NUTURF)	nuturf - 2 x 10l spearhead. split between Apex, Hillman, Rose Maze, Newstead Park, Springhaven and Kojonup Spring	231.00
<b>EFT31199</b>	<b>17/11/2022</b>	<b>Leonie Jane Smith</b>	<b>Goods For Sale</b>	<b>-105.00</b>
011122	01/11/2022	Leonie Jane Smith	Goods Sold on Consignment	105.00
<b>EFT31200</b>	<b>17/11/2022</b>	<b>WA Hino Sales &amp; Services</b>	<b>Truck Parts</b>	<b>-489.53</b>
290020	14/10/2022	WA Hino Sales & Services	passenger side mirror, door stop latch	489.53
<b>EFT31201</b>	<b>17/11/2022</b>	<b>Lucindas Everlastings</b>	<b>Goods For Sale</b>	<b>-164.00</b>
4595	20/10/2022	Lucindas Everlastings	16x 10g Bags Everlasting Seeds and 5x 20g Bags Everlasting Seeds, For Sale in Visitor Centre Shop	164.00
<b>EFT31202</b>	<b>17/11/2022</b>	<b>ACUMENTIS</b>	<b>Valuation Report</b>	<b>-1650.00</b>
2210009195.1	24/10/2022	ACUMENTIS	Two Sworn Valuations on portion of Lot 9999 Thornbury Close - one valuation for Lots 58 and 59 and one valuation for the remainder of the 18.8ha portion with Lots 58 and 59 removed - lease value.	1650.00
<b>EFT31203</b>	<b>17/11/2022</b>	<b>Caroline Macri</b>	<b>Reimbursement</b>	<b>-132.00</b>
071122	07/11/2022	Caroline Macri	Pre-Empolymnt Medical	132.00
<b>EFT31204</b>	<b>17/11/2022</b>	<b>Klopper Contracting T/A Ron Wright Bulldozing</b>	<b>Contractor</b>	<b>-21224.50</b>
IV00000001779	01/07/2022	Klopper Contracting T/A Ron Wright Bulldozing	Carting gravel to saleyards	2359.50
IV00000002050	07/11/2022	Klopper Contracting T/A Ron Wright Bulldozing	Pushing up gravel a S McGuire location - Jinalup Road widening job	18865.00
<b>EFT31205</b>	<b>17/11/2022</b>	<b>MARK SWINFELD</b>	<b>Reimbursement</b>	<b>-34.90</b>
141122	14/11/2022	MARK SWINFELD	2x Brass Spray Nozzles for Hand Guns (replacements). unable to buy in Kojonup	34.90
<b>EFT31206</b>	<b>17/11/2022</b>	<b>Designer Dirt</b>	<b>Goods For Sale</b>	<b>-580.00</b>
2455	29/10/2022	Designer Dirt	20x Magpie Garden Spikes, For Sale in Visitor Centre Shop	580.00
<b>EFT31207</b>	<b>17/11/2022</b>	<b>Kojonup Childcare Centre</b>	<b>Grant Funds</b>	<b>-24868.39</b>
INV-0023	31/10/2022	Kojonup Childcare Centre	Grant Funds for Tafe Fees, Diploma Course, Recruitment Fee, Relocation Costs, Immigration Sponsorship Application, Rent., Grant Funds for Tafe Fees, Diploma Course, Recruitment Fee, Relocation Costs, Immigration Sponsorship Application, Rent.	24868.39
<b>EFT31208</b>	<b>17/11/2022</b>	<b>Lilly's Garden operated by Marina Murray</b>	<b>Goods For Sale</b>	<b>-530.50</b>
68-69	30/09/2022	Lilly's Garden operated by Marina Murray	Assorted Jams and Relish , For Sale in Visitor Centre Shop	359.50
1	15/10/2022	Lilly's Garden operated by Marina Murray	38 Hand Made Olive Oil Soaps	171.00
<b>EFT31209</b>	<b>17/11/2022</b>	<b>Leah Garcia</b>	<b>EQUIPMENT HIRE BOND REFUND 05/11/22</b>	<b>-185.00</b>
T189	11/11/2022	Leah Garcia	Hall Equipment Bond	185.00
<b>EFT31210</b>	<b>17/11/2022</b>	<b>3E Advantage Pty Ltd</b>	<b>Printing</b>	<b>-122.10</b>
INV-77057-Q1P5Z8	05/11/2022	3E Advantage Pty Ltd	Printing charges 05/11/22 - 05/12/22 Kodja Place	122.10
<b>EFT31211</b>	<b>17/11/2022</b>	<b>G &amp; M Egerton-Warburton</b>	<b>Fencing</b>	<b>-6160.00</b>
10	04/11/2022	G & M Egerton-Warburton	Fencing Material State NRM	6160.00
<b>EFT31212</b>	<b>17/11/2022</b>	<b>Barbara Bowra</b>	<b>Goods For Sale</b>	<b>-18.00</b>
011122	01/11/2022	Barbara Bowra	Goods Sold on Consignment	18.00
<b>EFT31213</b>	<b>17/11/2022</b>	<b>Estelle Lottering</b>	<b>Reimbursement</b>	<b>-74.00</b>
201022	20/10/2022	Estelle Lottering	Lenovo Thinkpad Charger	74.00
<b>EFT31214</b>	<b>17/11/2022</b>	<b>Stephanie Swain</b>	<b>Reimbursement</b>	<b>-106.00</b>
091122	09/11/2022	Stephanie Swain	Fuel for Ranger Vehicle KO525	106.00
<b>EFT31215</b>	<b>17/11/2022</b>	<b>Fabric Covered Pots T/A Tammy McVee</b>	<b>Goods For Sale</b>	<b>-166.00</b>
011122	01/11/2022	Fabric Covered Pots T/A Tammy McVee	Goods Sold on Consignment	166.00
<b>EFT31216</b>	<b>17/11/2022</b>	<b>Wendy Thorn Photography</b>	<b>Goods For Sale</b>	<b>-117.11</b>
011122	01/11/2022	Wendy Thorn Photography	Goods Sold on Consignment	117.11
<b>EFT31217</b>	<b>17/11/2022</b>	<b>Jill Watkin</b>	<b>Goods For Sale</b>	<b>-78.23</b>
011122	01/11/2022	Jill Watkin	Goods Sold on Consignment	78.23
<b>EFT31218</b>	<b>17/11/2022</b>	<b>Mundaberra Pty Ltd</b>	<b>Construction</b>	<b>-7700.00</b>
2023/34	07/11/2022	Mundaberra Pty Ltd	Supply and erect pergola strucures as per quote at rear of 5a and 5b Vanzuilicom Street	7700.00
<b>EFT31219</b>	<b>17/11/2022</b>	<b>Killen Time - Wheat and Children's Clocks T/A Clare Stone</b>	<b>Goods For Sale</b>	<b>-45.00</b>
011122	01/11/2022	Killen Time - Wheat and Children's Clocks T/A Clare Stone	Goods Sold on Consignment	45.00

EFT31220	17/11/2022	Saje Creative Co T/A Samantha Relph	Goods For Sale	-45.75
011122	01/11/2022	Saje Creative Co T/A Samantha Relph	Goods Sold on Consignment	45.75
EFT31221	17/11/2022	RM2 Enterprises Mandallup Trust T/A Warrick McMahon	Fencing	-5720.00
INV-0021	28/10/2022	RM2 Enterprises Mandallup Trust T/A Warrick McMahon	Fencing materials 1.3km	5720.00
EFT31222	17/11/2022	Friends of The Royal Flying Doctor Service	Ticket Sales	-4650.00
031122	03/11/2022	Friends of The Royal Flying Doctor Service	Ticket sales for the Glenlossie Long Table Lunch at The Kodja Place	4650.00
EFT31223	17/11/2022	FAE Australia Pacific Pty Ltd	Machinery	-6287.60
846	25/10/2022	FAE Australia Pacific Pty Ltd	New Set Mulcher Teeth Plus Bolts Set	612.04
862	31/10/2022	FAE Australia Pacific Pty Ltd	New Set Mulcher Teeth Plus Bolts Set	5675.56
EFT31224	17/11/2022	Mobility Australia Pty Ltd	Agency Staff	-498.25
66478ADJ	11/09/2022	Mobility Australia Pty Ltd	Agency staff Springhaven For staff shortage and holiday cover	498.25
EFT31225	17/11/2022	Zone 50 Engineering Surveys Pty Ltd	Engineering Services	-2838.00
INV-0508	31/10/2022	Zone 50 Engineering Surveys Pty Ltd	Road Spotting for Jingalup Road,, From Kojonup-Frankland Road to SLK 3.46	2838.00
EFT31226	17/11/2022	Gerflor - The Flooring Group	Flooring	-6778.29
SI359565	25/10/2022	Gerflor - The Flooring Group	Handrails	6281.09
SI360339	08/11/2022	Gerflor - The Flooring Group	Handrails	497.20
EFT31227	17/11/2022	Empower Healthcare	Healthcare	-605.00
21940	31/10/2022	Empower Healthcare	Resident review x6 RR, FR, AW,JNS,JS, PT	605.00
EFT31228	17/11/2022	Fiona Roderick	Goods For Sale	-799.70
INV-0128	19/10/2022	Fiona Roderick	10 x calendars, 42 x cards, 24 x tea towels and postage	799.70
EFT31229	17/11/2022	Carmel Sheree Nelson T/A Aroma Pot Candles	Goods For Sale	-425.10
INV-0446	09/11/2022	Carmel Sheree Nelson T/A Aroma Pot Candles	Assorted Candles for Sale in Visitor Centre Shop	425.10
EFT31230	17/11/2022	Trophy Specialist	Trophy	-137.73
20955	28/10/2022	Trophy Specialist	Years of Service Award	137.73
EFT31231	17/11/2022	Anita Walters	MEMORIAL HALL HIRE BOND REFUND	-350.00
T181	11/11/2022	Anita Walters	Memorial Hall Bond 29/10/22	350.00
EFT31232	17/11/2022	Diane House T/A Starhaven	Ticket Sales	-470.00
161122	16/11/2022	Diane House T/A Starhaven	Ticket Sales for Open Garden at Starhaven from The Kodja Place	470.00
EFT31233	22/11/2022	AUSTRALIAN TAXATION OFFICE	BAS	-67433.00
OCT 22	21/11/2022	AUSTRALIAN TAXATION OFFICE	October 2022	67433.00
EFT31234	22/11/2022	Department of Water and Environmental Regulations (DWER)	Annual Licence Fee	-1303.50
WL9219/2022/A NNUALFEE	16/11/2022	Department of Water and Environmental Regulations (DWER)	WL9219/2022/annual fee - Kojonup Liquid Waste Pond	1303.50
EFT31235	22/11/2022	Mobility Australia Pty Ltd	Agency Staff	-867.00
78298ADJ	09/11/2022	Mobility Australia Pty Ltd	Agency staff Springhaven For staff shortage and holiday cover	867.00
EFT31236	22/11/2022	Service Leadership	Training	-2250.00
3317	17/11/2022	Service Leadership	half day staff professional development workshops - 17 November 2022	2250.00
EFT31237	23/11/2022	Estate of Muriel Vivienne Prandi	Bond Refund	-252034.25
241122	22/11/2022	Estate of Muriel Vivienne Prandi	Refund of Bond and Interest for Mrs Prandi, Refund of Bond and Interest for Mrs Prandi	252034.25
EFT31238	24/11/2022	Payroll Deductions - Shire of Kojonup	Payroll deductions	-1835.00
DEDUCTION	22/11/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	1255.00
DEDUCTION	22/11/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	580.00
EFT31239	24/11/2022	Child Support Agency	Payroll deductions	-311.97

DEDUCTION	22/11/2022	Child Support Agency	Payroll Deduction	311.97
<b>EFT31240</b>	<b>24/11/2022</b>	<b>Australian Services Union (LGO)</b>	<b>Payroll deductions</b>	<b>-51.80</b>
DEDUCTION	22/11/2022	Australian Services Union (LGO)	Payroll Deduction	51.80
<b>EFT31241</b>	<b>24/11/2022</b>	<b>Australian Services Union (MEU)</b>	<b>Payroll deductions</b>	<b>-71.70</b>
DEDUCTION	22/11/2022	Australian Services Union (MEU)	Payroll Deduction	71.70
<b>EFT31242</b>	<b>25/11/2022</b>	<b>EasiSalary</b>	<b>Cancelled</b>	<b>0.00</b>
DEDUCTION	22/11/2022	EasiSalary	Cancelled	0.00
<b>EFT31243</b>	<b>25/11/2022</b>	<b>EasiSalary</b>	<b>Payroll deductions</b>	<b>-1392.72</b>
DEDUCTION	22/11/2022	EasiSalary	Payroll Deduction	1226.87
DEDUCTION	22/11/2022	EasiSalary	Payroll deduction - Reversal, Payroll Deduction	-439.67
DEDUCTION	22/11/2022	EasiSalary	Payroll Deduction	1301.92
DEDUCTION	22/11/2022	EasiSalary	Payroll deduction - Reversal, Payroll Deduction	-696.40
<b>EFT31244</b>	<b>25/11/2022</b>	<b>Department Of Mines, Industry Regulation And Safety</b>	<b>Building Services Levy</b>	<b>-4723.95</b>
NOV 22	25/11/2022	Department Of Mines, Industry Regulation And Safety	BSL Remittance for July 2021 - June 2022	4723.95

**954445.21**

<b><u>Direct Deposits 1/11/22 - 30/11/22</u></b>				
<b>Ref</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>DD23063.1</b>	<b>21/11/2022</b>	<b>Ampol ( Formerly Caltex Star Card)</b>	<b>Ampol Fuel Card Usage September 2022</b>	<b>-2644.17</b>
OCT 22	21/11/2022	Ampol ( Formerly Caltex Star Card)	Fuel card purchases	2644.17
<b>DD23071.1</b>	<b>08/11/2022</b>	<b>Aware Super</b>	<b>Payroll deductions</b>	<b>-15504.31</b>
SUPER	08/11/2022	Aware Super	Super	12628.36
SUPER	08/11/2022	Aware Super	Super	331.62
DEDUCTION	08/11/2022	Aware Super	Payroll Deduction	139.08
DEDUCTION	08/11/2022	Aware Super	Payroll Deduction	1641.20
DEDUCTION	08/11/2022	Aware Super	Payroll Deduction	96.56
DEDUCTION	08/11/2022	Aware Super	Payroll Deduction	583.00
DEDUCTION	08/11/2022	Aware Super	Payroll Deduction	84.49
<b>DD23071.2</b>	<b>08/11/2022</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>	<b>-1921.20</b>
SUPER	08/11/2022	Prime Super	Super	1921.20
<b>DD23071.3</b>	<b>08/11/2022</b>	<b>HUB24 Superannuation Fund</b>	<b>Superannuation contributions</b>	<b>-234.24</b>
SUPER	08/11/2022	HUB24 Superannuation Fund	Super	234.24
<b>DD23071.4</b>	<b>08/11/2022</b>	<b>Hesta Superannuation</b>	<b>Superannuation contributions</b>	<b>-670.12</b>
SUPER	08/11/2022	Hesta Superannuation	Super	670.12
<b>DD23071.5</b>	<b>08/11/2022</b>	<b>ANZ Smart Choice Super</b>	<b>Superannuation contributions</b>	<b>-192.07</b>
SUPER	08/11/2022	ANZ Smart Choice Super	Super	192.07
<b>DD23071.6</b>	<b>08/11/2022</b>	<b>Fraser Coast Super Fund</b>	<b>Payroll deductions</b>	<b>-567.27</b>
SUPER	08/11/2022	Fraser Coast Super Fund	Super	428.91
DEDUCTION	08/11/2022	Fraser Coast Super Fund	Payroll Deduction	138.36
<b>DD23071.7</b>	<b>08/11/2022</b>	<b>Future Superannuation Group Pty Ltd</b>	<b>Superannuation contributions</b>	<b>-608.46</b>
SUPER	08/11/2022	Future Superannuation Group Pty Ltd	Super	608.46
<b>DD23071.8</b>	<b>08/11/2022</b>	<b>Spirit Super</b>	<b>Superannuation contributions</b>	<b>-109.04</b>
SUPER	08/11/2022	Spirit Super	Super	109.04
<b>DD23071.9</b>	<b>08/11/2022</b>	<b>Essential Super -Enzo Del Testa</b>	<b>Superannuation contributions</b>	<b>-260.02</b>
SUPER	08/11/2022	Essential Super -Enzo Del Testa	Super	260.02
<b>DD23084.1</b>	<b>22/11/2022</b>	<b>Aware Super</b>	<b>Payroll deductions</b>	<b>-16127.08</b>
SUPER	22/11/2022	Aware Super	Super	13265.69
SUPER	22/11/2022	Aware Super	Super	316.36
DEDUCTION	22/11/2022	Aware Super	Payroll Deduction	139.08
DEDUCTION	22/11/2022	Aware Super	Payroll Deduction	1636.60
DEDUCTION	22/11/2022	Aware Super	Payroll Deduction	96.56
DEDUCTION	22/11/2022	Aware Super	Payroll Deduction	583.00
DEDUCTION	22/11/2022	Aware Super	Payroll Deduction	89.79

<b>DD23084.2</b>	<b>22/11/2022</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>	<b>-2070.97</b>
SUPER	22/11/2022	Prime Super	Super	2070.97
<b>DD23084.3</b>	<b>22/11/2022</b>	<b>HUB24 Superannuation Fund</b>	<b>Superannuation contributions</b>	<b>-29.28</b>
SUPER	22/11/2022	HUB24 Superannuation Fund	Super	29.28
<b>DD23084.4</b>	<b>22/11/2022</b>	<b>Hesta Superannuation</b>	<b>Superannuation contributions</b>	<b>-1295.76</b>
SUPER	22/11/2022	Hesta Superannuation	Super	1295.76
<b>DD23084.5</b>	<b>22/11/2022</b>	<b>ANZ Smart Choice Super</b>	<b>Superannuation contributions</b>	<b>-198.16</b>
SUPER	22/11/2022	ANZ Smart Choice Super	Super	198.16
<b>DD23084.6</b>	<b>22/11/2022</b>	<b>Fraser Coast Super Fund</b>	<b>Payroll deductions</b>	<b>-778.22</b>
SUPER	22/11/2022	Fraser Coast Super Fund	Super	588.41
DEDUCTION	22/11/2022	Fraser Coast Super Fund	Payroll Deduction	189.81
<b>DD23084.7</b>	<b>22/11/2022</b>	<b>Future Superannuation Group Pty Ltd</b>	<b>Superannuation contributions</b>	<b>-319.92</b>
SUPER	22/11/2022	Future Superannuation Group Pty Ltd	Super	319.92
<b>DD23084.8</b>	<b>22/11/2022</b>	<b>Spirit Super</b>	<b>Superannuation contributions</b>	<b>-246.72</b>
SUPER	22/11/2022	Spirit Super	Super	246.72
<b>DD23084.9</b>	<b>22/11/2022</b>	<b>Essential Super -Enzo Del Testa</b>	<b>Superannuation contributions</b>	<b>-238.53</b>
SUPER	22/11/2022	Essential Super -Enzo Del Testa	Super	238.53
<b>DD23108.1</b>	<b>30/11/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 October to 18 November 2022 CEO</b>	<b>-2186.46</b>
OCT/NOV22	30/11/2022	NAB	Kmart - New books for Library	126.00
OCT/NOV22	30/11/2022	NAB	Dept of Transport - KO0118 New vehicle licence	298.85
OCT/NOV22	30/11/2022	NAB	Officeworks - New mobile for Swimming Pool	682.95
OCT/NOV22	30/11/2022	NAB	Dept of Transport - Plate Change KO118 to 1HOP371	30.50
OCT/NOV22	30/11/2022	NAB	Dome Katanning - Coffee purchase introduce new BRPC to Katanning and BHT Shires	15.60
OCT/NOV22	30/11/2022	NAB	National Crime Check - Online purchase of police check	50.64
OCT/NOV22	30/11/2022	NAB	eposnow - 1600 Barcodes labels	92.40
OCT/NOV22	30/11/2022	NAB	Indeed - Advertising sponsored job for Registered Nurse	84.17
OCT/NOV22	30/11/2022	NAB	Dept of Transport - KO095 Plate Remake	44.50
OCT/NOV22	30/11/2022	NAB	Dept of Transport - KO095 New vehicle licence	303.35
OCT/NOV22	30/11/2022	NAB	Seek - Advertising SFO	434.50
OCT/NOV22	30/11/2022	NAB	124 Kojonup - Meal, late after hours BFAC meeting	23.00
<b>DD23108.1</b>	<b>30/11/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 October to 18 November 2022 MWS</b>	<b>-59.00</b>
OCT/NOV22	30/11/2022	NAB	Bull Dog Training, Western Australia Construction - White Card M Gibbons	59.00
<b>DD23108.1</b>	<b>30/11/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 October to 18 November 2022 MACS</b>	<b>-870.32</b>
OCT/NOV22	30/11/2022	NAB	Madken Holdings - Freight for washroom accessories	100.00
OCT/NOV22	30/11/2022	NAB	The Workwear Group - Management Team uniforms	88.80
OCT/NOV22	30/11/2022	NAB	New Sphyg and hip protectors for residents	488.82
OCT/NOV22	30/11/2022	NAB	Canvas Factory - Canvas print of Residents of Kojonup for foyer	192.70
<b>DD23108.1</b>	<b>30/11/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 October to 18 November 2022 MRS</b>	<b>-2332.72</b>
OCT/NOV22	30/11/2022	NAB	Dept of Transport - Drivers licence Jason Gibbons	65.40
OCT/NOV22	30/11/2022	NAB	Kmart - Households items for 8b Newton St Pool Manager unit	210.75
OCT/NOV22	30/11/2022	NAB	Australia Post - National Police Check	58.70
OCT/NOV22	30/11/2022	NAB	Bunnings Albany - Shower for 26 Katanning Road	369.00
OCT/NOV22	30/11/2022	NAB	Officeworks - Easel for Council Chambers, Officeworks - Clock for Swimming Pool Office	76.82
OCT/NOV22	30/11/2022	NAB	South Regional Tafe - Auschem Manual, Chemical course for MRS	255.80
OCT/NOV22	30/11/2022	NAB	Bridgestone Busselton - New tyres and alignment for KO914	883.00
OCT/NOV22	30/11/2022	NAB	Studio 66 Busselton - Accommodation 16-18 November for MRS	413.25
<b>DD23108.1</b>	<b>30/11/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 October to 18 November 2022 FEES</b>	<b>-13.00</b>
OCT/NOV22	30/11/2022	NAB	\$3.25 x 4	13.00
<b>DD23110.1</b>	<b>21/11/2022</b>	<b>Motorcharge Limited (Puma)</b>	<b>Puma Fuel Card Usage October 2022</b>	<b>-1778.09</b>
95	21/11/2022	Motorcharge Limited (Puma)	Puma Fuel Card Usage October 2022	1778.09
<b>DD23112.1</b>	<b>21/11/2022</b>	<b>Ampol ( Formerly Caltex Star Card)</b>	<b>Ampol Fuel Card Usage October 2022</b>	<b>-2591.84</b>
0109217849	21/11/2022	Ampol ( Formerly Caltex Star Card)	Fuel card purchases	2591.84
<b>DD23071.10</b>	<b>08/11/2022</b>	<b>Australian Super Pty Ltd</b>	<b>Payroll deductions</b>	<b>-1808.48</b>
SUPER	08/11/2022	Australian Super Pty Ltd	Super	1572.74
DEDUCTION	08/11/2022	Australian Super Pty Ltd	Payroll Deduction	235.74

<b>DD23071.11</b>	<b>08/11/2022</b>	<b>SuperWrap Personal Super Plan</b>	<b>Superannuation contributions</b>	<b>-137.05</b>
SUPER	08/11/2022	SuperWrap Personal Super Plan	Super	137.05
<b>DD23071.12</b>	<b>08/11/2022</b>	<b>HOSTPLUS</b>	<b>Superannuation contributions</b>	<b>-575.99</b>
DEDUCTION	08/11/2022	HOSTPLUS	Payroll Deduction	63.54
SUPER	08/11/2022	HOSTPLUS	Super	512.45
<b>DD23071.13</b>	<b>08/11/2022</b>	<b>REST SUPERANNUATION</b>	<b>Superannuation contributions</b>	<b>-2050.28</b>
DEDUCTION	08/11/2022	REST SUPERANNUATION	Payroll Deduction	290.05
SUPER	08/11/2022	REST SUPERANNUATION	Super	1760.23
<b>DD23071.14</b>	<b>08/11/2022</b>	<b>MTAA SUPERANNUATION FUND</b>	<b>Superannuation contributions</b>	<b>-105.92</b>
SUPER	08/11/2022	MTAA SUPERANNUATION FUND	Super	105.92
<b>DD23071.15</b>	<b>08/11/2022</b>	<b>IOOF Superannuation</b>	<b>Superannuation contributions</b>	<b>-246.86</b>
SUPER	08/11/2022	IOOF Superannuation	Super	246.86
<b>DD23071.16</b>	<b>08/11/2022</b>	<b>Panorama Super</b>	<b>Superannuation contributions</b>	<b>-82.79</b>
SUPER	08/11/2022	Panorama Super	Super	82.79
<b>DD23071.17</b>	<b>08/11/2022</b>	<b>SunSuper Superannuation Fund</b>	<b>Superannuation contributions</b>	<b>-1187.15</b>
SUPER	08/11/2022	SunSuper Superannuation Fund	Super	1187.15
<b>DD23084.10</b>	<b>22/11/2022</b>	<b>Australian Super Pty Ltd</b>	<b>Payroll deductions</b>	<b>-1817.56</b>
SUPER	22/11/2022	Australian Super Pty Ltd	Super	1578.29
DEDUCTION	22/11/2022	Australian Super Pty Ltd	Payroll Deduction	239.27
<b>DD23084.11</b>	<b>22/11/2022</b>	<b>SuperWrap Personal Super Plan</b>	<b>Superannuation contributions</b>	<b>-172.11</b>
SUPER	22/11/2022	SuperWrap Personal Super Plan	Super	172.11
<b>DD23084.12</b>	<b>22/11/2022</b>	<b>HOSTPLUS</b>	<b>Superannuation contributions</b>	<b>-598.65</b>
DEDUCTION	22/11/2022	HOSTPLUS	Payroll Deduction	76.25
SUPER	22/11/2022	HOSTPLUS	Super	522.40
<b>DD23084.13</b>	<b>22/11/2022</b>	<b>MTAA SUPERANNUATION FUND</b>	<b>Superannuation contributions</b>	<b>-108.63</b>
SUPER	22/11/2022	MTAA SUPERANNUATION FUND	Super	108.63
<b>DD23084.14</b>	<b>22/11/2022</b>	<b>REST SUPERANNUATION</b>	<b>Superannuation contributions</b>	<b>-897.07</b>
SUPER	22/11/2022	REST SUPERANNUATION	Super	897.07
<b>DD23084.15</b>	<b>22/11/2022</b>	<b>IOOF Superannuation</b>	<b>Superannuation contributions</b>	<b>-229.74</b>
SUPER	22/11/2022	IOOF Superannuation	Super	229.74
<b>DD23084.16</b>	<b>22/11/2022</b>	<b>Panorama Super</b>	<b>Superannuation contributions</b>	<b>-95.92</b>
SUPER	22/11/2022	Panorama Super	Super	95.92
<b>DD23084.17</b>	<b>22/11/2022</b>	<b>Australian Retirement Trust</b>	<b>Superannuation contributions</b>	<b>-1181.73</b>
SUPER	22/11/2022	Australian Retirement Trust	Super	1181.73
<b>FEES</b>	<b>04/11/2022</b>	<b>WESTNET</b>	<b>Westnet</b>	<b>-885.29</b>
<b>FEES</b>	<b>15/11/2022</b>	<b>MESSAGE MEDIA</b>	<b>Sms Messages</b>	<b>-5.02</b>
<b>FEES</b>	<b>07/11/2022</b>	<b>NAB</b>	<b>MISCELLANEOUS BANK CHARGES</b>	<b>-1832.27</b>
<b>FEES</b>	<b>04/11/2022</b>	<b>2022</b>	<b>Centrelink Charge :</b>	<b>-4.95</b>
<b>2421</b>	<b>10/11/2022</b>	<b>013B - PAYROLL CREDITORS MUN</b>	<b>PAYROLL CREDITORS MUN</b>	<b>-142266.20</b>
<b>2421</b>	<b>24/11/2022</b>	<b>013B - PAYROLL CREDITORS MUN</b>	<b>PAYROLL CREDITORS MUN</b>	<b>-144833.53</b>
<b>2421</b>	<b>01/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-1576.10</b>
<b>2421</b>	<b>02/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-2295.65</b>
<b>2421</b>	<b>03/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-859.15</b>
<b>2421</b>	<b>04/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-1863.35</b>
<b>2421</b>	<b>07/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-4887.90</b>
<b>2421</b>	<b>08/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-728.50</b>
<b>2421</b>	<b>09/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-2019.65</b>
<b>2421</b>	<b>10/11/2022</b>	<b>Trans Lice - TRANSPORT LICENCING (DEC) MUN</b>	<b>TRANSPORT LICENCING (DEC) MUN</b>	<b>-1916.00</b>

2421	11/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3323.55
2421	14/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-9001.90
2421	15/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1726.10
2421	16/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1947.25
2421	17/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3400.20
2421	18/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3132.60
2421	22/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-4080.55
2421	23/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-6691.75
2421	24/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3685.10
2421	25/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2380.65
2421	28/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-497.35
2421	29/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2248.65
2421	30/11/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3571.35

416,803.46

SUMMARY FOR NOVEMBER 2022	
Cheque 14347 - 14347	21,721.28
EFT 31061 - 31244	954,445.21
Direct Debits	416,803.46
<b>Total</b>	<b>1,392,969.95</b>