



Shire of
Katanning
Heart of the Great Southern

List of Accounts Paid
May 2021



Schedule of Accounts Paid - May 2021

10.2.1

Cheque Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
1 42372	07/05/2021	SHIRE OF KATANNING			373.05
INV ADMINPETTYCSH	05/05/2021	SHIRE OF KATANNING	ADMIN Petty Cash Month of April 2021	373.05	
2 42373	13/05/2021	SHIRE OF KATANNING			588.00
INV KLCPTYCSH	07/05/2021	SHIRE OF KATANNING	KLC Petty Cash May 2021	588.00	
3 42374	26/05/2021	SHIRE OF KATANNING			122.00
INV DEDUCTION	12/05/2021	SHIRE OF KATANNING	Payroll deductions	78.00	
INV DEDUCTION	12/05/2021	SHIRE OF KATANNING	Payroll deductions	44.00	
Cheque Total				\$ 1,083.05	

EFT Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
4 EFT32029	07/05/2021	GM & DL GARLICK			10,032.00
INV 21	28/04/2021	GM & DL GARLICK	WORKS Lake Coyrecup Rd Gravel for Resheeting	10,032.00	
5 EFT32030	07/05/2021	REGIONAL RETAILERS PTY LTD			72.79
INV 0088	30/04/2021	REGIONAL RETAILERS PTY LTD	LIBRARY Staff Refreshments	72.79	
6 EFT32031	07/05/2021	WHITE GUM HOLDINGS WA PTY LTD			397.50
INV 0036	16/03/2021	WHITE GUM HOLDINGS WA PTY LTD	HARMONY FESTIVAL Morning Tea for Volunteers	397.50	
7 EFT32032	07/05/2021	BGL Solutions Pty Ltd			2,530.00
INV 0004315	23/04/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 230421	1,265.00	
INV 0004324	30/04/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 300421	1,265.00	
8 EFT32033	07/05/2021	BE & KR Sloan			72.60
INV 07-19-0153	28/12/2020	BE & KR Sloan	SALEYARDS Grease for Machines	72.60	
9 EFT32034	07/05/2021	Southwest Civil Services Pty Ltd			70,380.34
INV IV00000000056	18/04/2021	Southwest Civil Services Pty Ltd	WORKS Clive Street West Footpath V05 & V06	2,497.32	
INV IV00000000057	18/04/2021	Southwest Civil Services Pty Ltd	WORKS Clive Street West Footpath Various Sections & Contingency	67,883.02	
10 EFT32035	07/05/2021	GEORGIA MOLLY KOWALD			30.01
INV REIMBURSEMENT	23/04/2021	GEORGIA MOLLY KOWALD	REIMBURSEMENT Fuel for Pool Car	30.01	

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11	EFT32036	07/05/2021	Yellow Gum B&B			130.00
	INV 1078	22/04/2021	Yellow Gum B&B	SANITATION Accommodation for EHO	130.00	
12	EFT32037	07/05/2021	Centurion Garage Doors			2,075.00
	INV 677310	27/04/2021	Centurion Garage Doors	MAINTENANCE U1/6 Hill Way Replace Door Remote Motor & Service	1,015.00	
	INV 677311	27/04/2021	Centurion Garage Doors	MAINTENANCE U2/6 Hill Way Service Garage Door	265.00	
	INV 677312	27/04/2021	Centurion Garage Doors	MAINTENANCE 25 Marmion Service Garage Door	265.00	
	INV 677313	27/04/2021	Centurion Garage Doors	MAINTENANCE 61B Conroy St Service Garage Door	265.00	
	INV 677314	27/04/2021	Centurion Garage Doors	MAINTENANCE 61A Conroy St Service Garage Door	265.00	
13	EFT32038	07/05/2021	AIRPORT LIGHTING SPECIALISTS P/L			1,672.00
	INV 22734	15/04/2021	AIRPORT LIGHTING SPECIALISTS P/L	AIRPORT Grounds Maintenance Lights for Runway	1,672.00	
14	EFT32039	07/05/2021	AUSTRALIAN TAXATION OFFICE			30,205.00
	INV PAYG	28/04/2021	AUSTRALIAN TAXATION OFFICE	PAYG for PAY22	30,205.00	
15	EFT32040	07/05/2021	BROOKS HIRE SERVICE PTY LTD			6,950.42
	INV 177028	31/03/2021	BROOKS HIRE SERVICE PTY LTD	WORKS Wolyaming Rd Hire of Smooth Drum Roller	6,950.42	
16	EFT32041	07/05/2021	BUILDING SERVICE LEVY			56.65
	INV T93	05/05/2021	BUILDING SERVICE LEVY	BUILDING SERVICES LEVY FOR THE MONTH OF MARCH 2021	56.65	
17	EFT32042	07/05/2021	CLEVER PATCH			1,091.55
	INV 399344	20/04/2021	CLEVER PATCH	YOUTH Katanning Youth Activities Bloom Festival	1,091.55	
18	EFT32043	07/05/2021	COCA-COLA AMATIL			153.89
	INV 225483980	29/04/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments April 2021	153.89	
19	EFT32044	07/05/2021	CONNECT CALL CENTRE SERVICES			391.11
	INV 00105983	15/04/2021	CONNECT CALL CENTRE SERVICES	ADMIN After Hours Call Services March 2021	391.11	
20	EFT32045	07/05/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION			2,030.00
	INV PL8814/2014	05/05/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	SALEYARDS Annual Licence Fee PL8814/2014	2,030.00	

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21	EFT32046	07/05/2021	L. E. GARSTONE PLUMBING			150.00
	INV 000568	07/04/2021	L. E. GARSTONE PLUMBING	COMMUNITY AMENITIES RV Dump Point Back Flow Testing	150.00	
22	EFT32047	07/05/2021	GRANDE FOOD SERVICE			421.91
	INV 4178085	28/04/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments April 2021	421.91	
23	EFT32048	07/05/2021	JASON SIGN MAKERS			608.39
	INV 218349	21/04/2021	JASON SIGN MAKERS	WORKS Various Signs	608.39	
24	EFT32049	07/05/2021	KATANNING PLUMBING & GAS P/L			275.00
	INV 00005899	09/04/2021	KATANNING PLUMBING & GAS P/L	LIBRARY Install Dishwasher in Community Room	275.00	
25	EFT32050	07/05/2021	KATANNING & DISTRICTS POOL ASSOCIATION INC			400.00
	INV 764742	01/04/2021	KATANNING & DISTRICTS POOL ASSOCIATION INC	YOUTH April School Holidays Program Support	400.00	
26	EFT32051	07/05/2021	KATANNING STOCK & TRADING			1,677.55
	INV Z/11	02/03/2021	KATANNING STOCK & TRADING	MAINTENANCE U1/6 Hill Way 3V battery	7.00	
	INV Z/12	03/03/2021	KATANNING STOCK & TRADING	MAINTENANCE KLC Anchor Gun & Dyna Bolts	68.00	
	INV Z/13	04/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Amherst & KAC Fluro Lights & Keys	26.80	
	INV Z/14	04/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Brushless Circular Saw & Brushless Reuprico Saw	678.00	
	INV Z/15	09/03/2021	KATANNING STOCK & TRADING	HARMONY FESTIVAL Rapid Staples	20.50	
	INV Z/16	09/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Amherst Village Lane Dead Bolt	34.50	
	INV Z/17	09/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Town Hall Globe	8.50	
	INV Z/19	10/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Amherst & 8 Austral Passage Set	68.90	
	INV Z/20	10/03/2021	KATANNING STOCK & TRADING	WELCOME PRECINCT Paint for Roundabout	389.00	
	INV Z/18	10/03/2021	KATANNING STOCK & TRADING	HARMONY FESTIVAL Yellow Cord & Gaffer Tape	32.00	
	INV Z/21	15/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Town Hall Public Toilets Privacy Set & File	67.00	
	INV Z/22	16/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Amherst Village Cylinder Lock	39.95	
	INV Z/23	17/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Dog Exercise Area 4 Litre Paint & Rag Bag	131.90	

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INV Z/24	30/03/2021	KATANNING STOCK & TRADING	MAINTENANCE Amherst Village Garden Stakes & Pine Screws	37.90	
INV Z/25	30/03/2021	KATANNING STOCK & TRADING	KA25419 John Deere Grader Chains & Shackles	67.60	
27	EFT32052	07/05/2021	MARKET CREATIONS		1,156.93
	INV 16366	30/03/2021	MARKET CREATIONS	ADMIN Monthly Preventive Server Maintenance March 2021	550.00
	INV 16386	30/03/2021	MARKET CREATIONS	ADMIN Cisco WebEx Collaboration Flex Plan March 2021	22.55
	INV 16617	31/03/2021	MARKET CREATIONS	ADMIN Technical Support & Business Hours Ticket 539684	584.38
28	EFT32053	07/05/2021	PFD FOOD SERVICES		963.25
	INV KY226941	29/04/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments April 2021	963.25
29	EFT32054	07/05/2021	KATANNING PRIMARY SCHOOL P&C ASSOC.		400.00
	INV 1582	20/04/2021	KATANNING PRIMARY SCHOOL P&C ASSOC.	HARMONY FESTIVAL Monitor Covid Check In Points 2021	400.00
30	EFT32055	07/05/2021	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)		2,694.12
	INV AA00512479	28/04/2021	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)	ADMIN Photocopier Readings March 2021	2,694.12
31	EFT32056	07/05/2021	SHUTTLEWORTH & LECKIE BUS SERVICE		165.00
	INV 00060504	12/04/2021	SHUTTLEWORTH & LECKIE BUS SERVICE	HARMONY FESTIVAL Bus Hire for Town Tours	165.00
32	EFT32057	07/05/2021	SIGNS PLUS		65.00
	INV 00163959	22/04/2021	SIGNS PLUS	ADMIN Uniforms Name Badges	65.00
33	EFT32058	07/05/2021	S.K.N CONTRACTING		1,394.86
	INV 281/14809	29/04/2021	S.K.N CONTRACTING	FIRE PREVENTION Braeside Tower Repairs to Fence	1,394.86
34	EFT32059	07/05/2021	SOUTHERN CROSS AUSTEREO PTY LTD		2,123.00
	INV 71153753	28/02/2021	SOUTHERN CROSS AUSTEREO PTY LTD	HARMONY FESTIVAL Radio Advertising February 2021	1,175.90
	INV 71164490	31/03/2021	SOUTHERN CROSS AUSTEREO PTY LTD	HARMONY FESTIVAL Radio Advertising March 2021	947.10
35	EFT32060	07/05/2021	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE		10,651.03
	INV 255	30/04/2021	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	PIESSE LAKE Ablution Block Supply Concrete & Earthworks	9,936.03
	INV 257	30/04/2021	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	WORKS Clive Street West Footpath Collection & Installation of Tree	715.00

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36	EFT32061	07/05/2021	BURGESS RAWSON (WA) PTY LTD			923.51
	INV 11186	26/03/2021	BURGESS RAWSON (WA) PTY LTD	WATER Charges Railway Yard 220121 - 300421	137.43	
	INV 11208	01/04/2021	BURGESS RAWSON (WA) PTY LTD	WATER Charges Railway Yard 280121 - 300421	551.82	
	INV 11210	16/04/2021	BURGESS RAWSON (WA) PTY LTD	WATER Charges Austral Tce 290121 - 290321	234.26	
37	EFT32062	07/05/2021	ST LUKE'S FAMILY PRACTICE			132.00
	INV 189008	21/04/2021	ST LUKE'S FAMILY PRACTICE	ADMIN Pre-Employment Medical CW	132.00	
38	EFT32063	07/05/2021	T-QUIP			2,484.60
	INV 100241#12	12/04/2021	T-QUIP	KA24905 Hako Sweeper Scrubber Hopper Covers	2,101.10	
	INV 100321#12	14/04/2021	T-QUIP	KA25498 John Deere Mower Blades	383.50	
39	EFT32064	07/05/2021	ALBANY V-BELT & RUBBER			358.88
	INV 329340	08/04/2021	ALBANY V-BELT & RUBBER	PLANT Various Filters First Service	358.88	
40	EFT32065	07/05/2021	WARREN BLACKWOOD WASTE			4,694.05
	INV 0017398	26/04/2021	WARREN BLACKWOOD WASTE	WASTE Collection Recycling 190421 - 210421	4,694.05	
41	EFT32066	07/05/2021	WATKINS PLUMBING			1,269.02
	INV 1152	23/04/2021	WATKINS PLUMBING	KATANNING HOTEL Rectify Blocked Drains	884.02	
	INV 1173	28/04/2021	WATKINS PLUMBING	LIONS PARK Unblock Toilets	385.00	
42	EFT32067	07/05/2021	WA TRAFFIC PLANNING			495.00
	INV 1217	15/02/2021	WA TRAFFIC PLANNING	HARMONY FESTIVAL Traffic Management Plan	495.00	
43	EFT32068	07/05/2021	NUTRIEN AG SOLUTIONS			59.40
	INV 904315924	11/03/2021	NUTRIEN AG SOLUTIONS	PLANT Gas Refill for Forklift	59.40	
44	EFT32069	07/05/2021	WESTERN POWER			781.00
	INV CORPB0544819	14/04/2021	WESTERN POWER	WELCOME PRECINCT Installation Red Spot Fuse for Roundabout Towers	781.00	
45	EFT32070	07/05/2021	SYNERGY			1,279.85
	INV 303663850	20/04/2021	SYNERGY	ELECTRICITY CHARGES Katanning Hotel 100321 - 200421	619.44	

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INV 251079810	21/04/2021	SYNERGY	ELECTRICITY CHARGES Tower Kierle 170221 - 210421	169.61	
INV 299567230	22/04/2021	SYNERGY	ELECTRICITY CHARGES 8 Austral Tce 180221 - 220421	147.47	
INV 328938170	22/04/2021	SYNERGY	ELECTRICITY CHARGES Railway Station 180221 - 220421	237.77	
INV 148310600	22/04/2021	SYNERGY	ELECTRICITY CHARGES Tourist Chambers 180221 - 220421	105.56	
46 EFT32071	07/05/2021	WESTRAC EQUIPMENT P/L			101.19
INV 6606167	06/04/2021	WESTRAC EQUIPMENT P/L	KA24397 Caterpillar Front Axle Seal	101.19	
47 EFT32072	07/05/2021	WYWURRY ELECTRICAL			14,220.15
INV 5003	09/04/2021	WYWURRY ELECTRICAL	PIESSE LAKE Katanning Bowling Green Final Payment	13,944.00	
INV 5020	29/04/2021	WYWURRY ELECTRICAL	ADMIN BUILDING Replace Downlights & Repair Garden Bollard	276.15	
48 EFT32073	13/05/2021	AVANTGARDE TECHNOLOGIES			1,420.10
INV ES00001581	03/05/2021	AVANTGARDE TECHNOLOGIES	CCTV Quarterly Maintenance May 2021	1,420.10	
49 EFT32074	13/05/2021	WHITE GUM HOLDINGS WA PTY LTD			300.00
INV 0038	28/04/2021	WHITE GUM HOLDINGS WA PTY LTD	KATANNING OPERA Bourbon Wings with Dipping Sauce	300.00	
50 EFT32075	13/05/2021	Safetyhub			1,045.00
INV 132935	31/03/2021	Safetyhub	TRAINING Renewal Safety Hub Subscription May 2021	1,045.00	
51 EFT32076	13/05/2021	BGL Solutions Pty Ltd			693.00
INV 0004331	03/05/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance Application of Folimax 030521	693.00	
52 EFT32077	13/05/2021	CANON AUSTRALIA PTY LTD			70.21
INV 8121117421	17/04/2021	CANON AUSTRALIA PTY LTD	LIBRARY Photocopier Reading April 2021	70.21	
53 EFT32078	13/05/2021	HAJAR MUHAMMAD ILIAS			450.00
INV 060421	06/04/2021	HAJAR MUHAMMAD ILIAS	HARMONY FESTIVAL Social Media Activator Friday & Saturday	450.00	
54 EFT32079	13/05/2021	MICHELLE SALTER			200.00
INV 5	12/04/2021	MICHELLE SALTER	HARMONY FESTIVAL Free Wee Spice Rack Upgrade	200.00	
55 EFT32080	13/05/2021	RACHEL ANYON			129.99
INV REIMBURSEMENT	16/04/2021	RACHEL ANYON	REIMBURSEMENT PPE Slip Resistant Work Shoes	129.99	

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56	EFT32081	13/05/2021	AMPAC DEBT RECOVERY (WA) PTY LTD			1,716.00
	INV 75053	15/04/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES Debt Recovery April 2021	1,716.00	
57	EFT32082	13/05/2021	BROOKS HIRE SERVICE PTY LTD			3,911.16
	INV 178696	30/04/2021	BROOKS HIRE SERVICE PTY LTD	WORKS Wolyaming Rd Hire Smooth Drum Roller 300421	3,911.16	
58	EFT32083	13/05/2021	COCA-COLA AMATIL			534.33
	INV 225545874	06/05/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments May 2021	534.33	
59	EFT32084	13/05/2021	GLOBAL GYPSIES PTY LTD			750.00
	INV 00004054	04/05/2021	GLOBAL GYPSIES PTY LTD	TOURISM Tour Guide Training 210621 Deposit	750.00	
60	EFT32085	13/05/2021	SHIRE OF GNOWANGERUP			471.90
	INV 5998	30/04/2021	SHIRE OF GNOWANGERUP	HARMONY FESTIVAL Hire of Worker Traffic Control 040321	471.90	
61	EFT32086	13/05/2021	GRANDE FOOD SERVICE			142.42
	INV 4178444	05/05/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments May 2021	142.42	
62	EFT32087	13/05/2021	GREAT SOUTHERN FUEL SUPPLIES			7,395.84
	INV 17002771	06/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT Volvo Excavator Hydraulic Oil	285.57	
	INV 17002771	06/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT 20ltr Drum Pumps for Mechanics Workshop	42.47	
	INV 17002791	08/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT Grease Cartons	230.44	
	INV 15004465	08/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT Replacement Fuel Cards KA126 & KA25235	5.50	
	INV 17002794	09/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT Engine Oil for Small Engines	115.78	
	INV 17002828	15/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT Volvo Excavator Hydraulic Oil	475.96	
	INV 15004680	21/04/2021	GREAT SOUTHERN FUEL SUPPLIES	PLANT Replacement Fuel Card 1HCG001 & KA566	5.50	
	INV FCRDSAPRIL21	30/04/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL Cards April 2021	6,234.62	
63	EFT32088	13/05/2021	TOLL IPEC/ COURIER AUSTRALIA			189.37
	INV 0505-S408620	18/04/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges April 2021	189.37	
64	EFT32089	13/05/2021	JOHN KINNEAR AND ASSOCIATES			2,640.00
	INV G754	30/04/2021	JOHN KINNEAR AND ASSOCIATES	WORKS Emu Lane Resurfacing Feature Survey	2,640.00	

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65	EFT32090	13/05/2021	J P PROMOTIONS PTY LTD			1,606.28
	INV 22555	28/04/2021	J P PROMOTIONS PTY LTD	KLC Uniforms & Protective Clothing Polos & Jackets	1,606.28	
66	EFT32091	13/05/2021	KATANNING FURNISHINGS			1,498.00
	INV 16278	04/03/2021	KATANNING FURNISHINGS	ADMIN Tranquillo Electric Sit Stand Desk & Modesty Panel	1,498.00	
67	EFT32092	13/05/2021	KEL VANN			179.95
	INV REIMBURSEMENT	06/05/2021	KEL VANN	REIMBURSEMENT Meals for Aerodrome Reporting Course	179.95	
68	EFT32093	13/05/2021	KOJONUP BMC EMBROIDERY			5,263.00
	INV 00007148	21/04/2021	KOJONUP BMC EMBROIDERY	WORKS Uniforms & Protective Clothing Building Maintenance Depot & Mechanics	5,263.00	
69	EFT32094	13/05/2021	STATE LIBRARY OF WESTERN AUSTRALIA			1,275.38
	INV RI028121	27/04/2021	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY Freight Recoup 2020-21	1,275.38	
70	EFT32095	13/05/2021	Message Media			547.93
	INV 01366176	30/04/2021	Message Media	BFB SMS Messages April 2021	547.93	
71	EFT32096	13/05/2021	MARKET CREATIONS			404.80
	INV 16718	27/04/2021	MARKET CREATIONS	ADMIN IT WD RED Plus HD for QNAP Storage	404.80	
72	EFT32097	13/05/2021	NELSONS DRYCLEANING			755.04
	INV 00010087	30/04/2021	NELSONS DRYCLEANING	GOVERNANCE Council Drycleaning April 2021	178.64	
	INV 00010075	30/04/2021	NELSONS DRYCLEANING	KLC Dry Cleaning April 2021	576.40	
73	EFT32098	13/05/2021	PFD FOOD SERVICES			355.75
	INV KY295159	06/05/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments May 2021	355.75	
74	EFT32099	13/05/2021	P & M AUTOMOTIVE EQUIPMENT			181.50
	INV 16280/26552	28/04/2021	P & M AUTOMOTIVE EQUIPMENT	PLANT Carry Out Annual Hoist Inspection	181.50	
75	EFT32100	13/05/2021	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE			39,749.60
	INV 256	30/04/2021	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	WORKS Clive Street Concrete Footpath Upgrades Preliminaries & Removal of Curbs & Paths	29,955.20	
	INV 259	30/04/2021	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	PIESSE LAKE Contingency Ablution Block Retaining Wall & Stairs	9,794.40	

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76	EFT32101	13/05/2021	OCTAVE HOLDINGS PTY LTD			904.63
	INV JC34033526	20/04/2021	OCTAVE HOLDINGS PTY LTD	01KA Toyota Prado 20,000km Service	539.47	
	INV JC34033416	20/04/2021	OCTAVE HOLDINGS PTY LTD	KA694 Toyota Hiace Van Check Key Barrel	365.16	
77	EFT32102	13/05/2021	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)			390.00
	INV I3086737	22/04/2021	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRAINING Making Local Laws Course April 2021 TH	195.00	
	INV I3086736	22/04/2021	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRAINING Making Local Laws Course April 2021 SE	195.00	
78	EFT32103	13/05/2021	WARREN BLACKWOOD WASTE			4,096.82
	INV 00017399	02/05/2021	WARREN BLACKWOOD WASTE	WASTE Collection General 190421 - 300421	4,096.82	
79	EFT32104	13/05/2021	WATKINS PLUMBING			1,782.72
	INV 1181	05/05/2021	WATKINS PLUMBING	KLC Supply & Install Basin Taps & Clear Blocked Boiling Unit	1,782.72	
80	EFT32105	13/05/2021	WATER CORPORATION			153.16
	INV 9013922945	04/05/2021	WATER CORPORATION	WATER CHARGES 8 Austal Tce 010521 - 300621	153.16	
81	EFT32106	13/05/2021	SYNERGY			14,443.69
	INV 303539720	29/04/2021	SYNERGY	ELECTRICITY CHARGES Synnott Ave 240221 - 290421	493.75	
	INV 357455740	29/04/2021	SYNERGY	ELECTRICITY CHARGES 19 Charles St 240221 - 290421	97.64	
	INV 239593320	29/04/2021	SYNERGY	ELECTRICITY CHARGES Lot 1 Warren Rd 240221 - 290421	157.88	
	INV 155057680	30/04/2021	SYNERGY	ELECTRICITY CHARGES Refuse Site 110221 - 300421	201.71	
	INV 638847540	30/04/2021	SYNERGY	ELECTRICITY CHARGES Unmetered Powerwatch 310321 - 300421	333.08	
	INV 338348270	03/05/2021	SYNERGY	ELECTRICITY CHARGES Streetlighting 010421 - 030521	10,690.27	
	INV 335812970	04/05/2021	SYNERGY	ELECTRICITY CHARGES CCTV Baker St 020321 - 040521	119.91	
	INV 312951080	05/05/2021	SYNERGY	ELECTRICITY CHARGES Admin Building 070421 - 050521	2,349.45	
82	EFT32107	20/05/2021	SYNERGY			2,446.35
	INV 154025290	20/04/2021	SYNERGY	ELECTRICITY CHARGES Saleyards 160321 - 200421	2,446.35	
83	EFT32108	25/05/2021	Westcoast Profilers			559,916.81
	INV 24765	30/04/2021	Westcoast Profilers	PIESSE LAKE Progress Claim 3 Power ABN & Retaining Walls	434,261.39	

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Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 24765	30/04/2021	Westcoast Profilers	PIESSE LAKE Progress Claim 3 Various Variations	97,308.96	
INV 24765	30/04/2021	Westcoast Profilers	PIESSE LAKE Progress Claim 3 Variation 4 Material for Backfill & Import Clean Fill	28,346.46	
84	EFT32109	26/05/2021	GYPSY KITCHEN CO		286.00
	INV 270421	11/05/2021	GYPSY KITCHEN CO	CATERING for Council OCM 270421	286.00
85	EFT32110	26/05/2021	Activate Motivate		402.50
	INV 0000013	11/05/2021	Activate Motivate	KLC Seniors Gym Classes & CaLD Exercise Classes 210421 - 290421	212.50
	INV 0000012	11/05/2021	Activate Motivate	KLC Group Fitness Classes Ladies Circuit Class 220421 & 270421	190.00
86	EFT32111	26/05/2021	Paull & Warner Resources (PWR)		330.00
	INV S97981	30/04/2021	Paull & Warner Resources (PWR)	ADMIN BUILDING Inspection & Testing of Fire Indicator & Occupant Warning Panel April 2021	330.00
87	EFT32112	26/05/2021	BGL Solutions Pty Ltd		2,530.00
	INV 0004339	07/05/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 070521	1,265.00
	INV 0004351	14/05/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 140521	1,265.00
88	EFT32113	26/05/2021	Epic Fire Solutions T/As MCG Fire Services		5,473.60
	INV 1322	03/05/2021	Epic Fire Solutions T/As MCG Fire Services	PLANT Vehicles & Machinery Service Fire Extinguishers	1,888.26
	INV 1322	03/05/2021	Epic Fire Solutions T/As MCG Fire Services	BFB Building Maintenance Service Fire Extinguisher	13.42
	INV 1322	03/05/2021	Epic Fire Solutions T/As MCG Fire Services	SALEYARDS Various Fire Extinguisher Services	311.19
	INV 1322	03/05/2021	Epic Fire Solutions T/As MCG Fire Services	MAITENANCE Shire Buildings Fire Extinguisher Services	3,260.73
89	EFT32114	26/05/2021	Moore Australia		6,072.00
	INV 2036	28/04/2021	Moore Australia	TRAINING Financial Reporting & Financial Management Courses May 2021	2,332.00
	INV 321148	30/04/2021	Moore Australia	GOVERNANCE Long Term Financial Planning Template & Initial Model Setup	2,750.00
	INV 2139	21/05/2021	Moore Australia	TRAINING Finance Local Government 270521	990.00
90	EFT32115	26/05/2021	WA Contract Ranger Services P/L		13,277.00
	INV 03270	03/05/2021	WA Contract Ranger Services P/L	ANIMAL CONTROL Ranger Relief 190421 - 300421	6,395.40
	INV 03293	15/05/2021	WA Contract Ranger Services P/L	ANIMAL CONTROL Ranger Relief 030521 - 140521	6,881.60

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
91	EFT32116	26/05/2021	Sam's Welding and Maintenance			1,300.00
	INV 002	12/03/2021	Sam's Welding and Maintenance	SALEYARDS Welding Repairs & Modifications	1,300.00	
92	EFT32117	26/05/2021	Australian Slimline Trestles			1,683.00
	INV 41532	01/04/2021	Australian Slimline Trestles	KLC Five Trestle Tables & Trolley Final Payment	1,683.00	
93	EFT32118	26/05/2021	Centurion Garage Doors			750.00
	INV 679554	13/05/2021	Centurion Garage Doors	STAFF HOUSING U2/6 Hill Way Replace Motor for Garage Roller Door	750.00	
94	EFT32119	26/05/2021	JAYDE WOLFE			300.00
	INV 1	11/05/2021	JAYDE WOLFE	YOUTH Assistance Narrogin Nighthoops Carnival 140421	300.00	
95	EFT32120	26/05/2021	F.W BOXALL & CO			57,480.00
	INV 55	27/04/2021	F.W BOXALL & CO	PIESSE LAKE Carting Sand	40,000.00	
	INV 55	27/04/2021	F.W BOXALL & CO	PIESSE LAKE Carting Sand	17,480.00	
96	EFT32121	26/05/2021	West Coast Elevator Services Pty Ltd			2,090.00
	INV 0170	26/04/2021	West Coast Elevator Services Pty Ltd	ADMIN BUILDING Preventive Service	1,320.00	
	INV 0179	12/05/2021	West Coast Elevator Services Pty Ltd	ADMIN BUILDING Call Out Fee Elevator Issue	770.00	
97	EFT32122	26/05/2021	ABC DISTRIBUTORS WA			1,353.83
	INV 148152	27/04/2021	ABC DISTRIBUTORS WA	CLEANING Various Materials for Shire Properties	1,234.20	
	INV 148277	05/05/2021	ABC DISTRIBUTORS WA	KLC Cleaning Gloves & Trigger Heads	119.63	
98	EFT32123	26/05/2021	AHERN AUSTRALIA PTY LTD			561.00
	INV 210000311	28/04/2021	AHERN AUSTRALIA PTY LTD	KA13733 Service & Repairs for Cherry Picker	561.00	
99	EFT32124	26/05/2021	AMPAC DEBT RECOVERY (WA) PTY LTD			4,823.50
	INV 75178	30/04/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES Debt Recovery April 2021	4,823.50	
100	EFT32125	26/05/2021	ANISH PEEDIKAYIL PUNNOOSE			6,396.50
	INV 10	11/05/2021	ANISH PEEDIKAYIL PUNNOOSE	CLEANING Public Amenities April 2021	6,396.50	
101	EFT32126	26/05/2021	AUSTRALIAN TAXATION OFFICE			32,777.00
	INV PAYG	13/05/2021	AUSTRALIAN TAXATION OFFICE	PAYG PAY 23	32,777.00	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
102	EFT32127	26/05/2021	AUSTRALIA POST			296.71
	INV 1010543498	03/05/2021	AUSTRALIA POST	DAILY POSTAGE Fees April 2021	296.71	
103	EFT32128	26/05/2021	Autosmart WA South West & Great Southern			850.18
	INV 00013242	28/04/2021	Autosmart WA South West & Great Southern	KA24905 Detergent for Hako Town Center Sweeper	850.18	
104	EFT32129	26/05/2021	AYTON BAESIOU PLANNING			7,500.00
	INV 2491	07/05/2021	AYTON BAESIOU PLANNING	PLANNING Consultant Fee April 2021	7,500.00	
105	EFT32130	26/05/2021	BLIGHTS AUTO ELECTRICS			199.00
	INV 15322	20/04/2021	BLIGHTS AUTO ELECTRICS	PLANT Code Reader for All New Vehicles	199.00	
106	EFT32131	26/05/2021	BOC GASES AUSTRALIA			97.23
	INV 4028246915	28/04/2021	BOC GASES AUSTRALIA	GAS Bottles Refill April 2021	97.23	
107	EFT32132	26/05/2021	ORIGIN ENERGY			484.00
	INV 02666641	25/04/2021	ORIGIN ENERGY	KLC LPG Propane Gas April 2021	484.00	
108	EFT32133	26/05/2021	SANDY BOXALL			360.00
	INV 00000445	17/05/2021	SANDY BOXALL	CATERING Council Forum 110521	360.00	
109	EFT32134	26/05/2021	BUILDING SERVICE LEVY			113.30
	INV T93	13/05/2021	BUILDING SERVICE LEVY	BUILDING SERVICES LEVY FOR APRIL 2021	113.30	
110	EFT32135	26/05/2021	BURANDO HILL PROPERTIES PTY LTD			50.07
	INV #KAT19139	15/04/2021	BURANDO HILL PROPERTIES PTY LTD	KA25148 John Deere Mower Bearings for Pulley	50.07	
111	EFT32136	26/05/2021	COCA-COLA AMATIL			1,444.66
	INV 225614305	13/05/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments May 2021	1,051.41	
	INV 225667619	20/05/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments May 2021	393.25	
112	EFT32137	26/05/2021	CUTTING EDGES EQUIPMENT PARTS PTY LTD			3,687.64
	INV 3300835	19/04/2021	CUTTING EDGES EQUIPMENT PARTS PTY LTD	PLANT Caterpillar & John Deere Grader Blades	3,687.64	
113	EFT32138	26/05/2021	SHIRE OF DENMARK			165.00
	INV 24130	23/09/2020	SHIRE OF DENMARK	TRAINING Community Development Strategy Course DW 250920	165.00	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
114	EFT32139	26/05/2021	ELDERS RURAL SERVICES AUSTRALIA LIMITED			121.00
	INV CT69631	23/04/2021	ELDERS RURAL SERVICES AUSTRALIA LIMITED	SALEYARDS Glyphosate for Weed Control	121.00	
115	EFT32140	26/05/2021	FARMERS CENTRE (1978)			589.70
	INV 426119	06/05/2021	FARMERS CENTRE (1978)	KA25138 Case IH All Filters for Servicing & Replacement Coolant	589.70	
116	EFT32141	26/05/2021	GHD Pty Ltd			39,861.81
	INV 112-0075784	23/04/2021	GHD Pty Ltd	PIESSE LAKE Progress Claim April Contract Administration & Construction Monitoring	16,643.28	
	INV 112-0075784	23/04/2021	GHD Pty Ltd	PIESSE LAKE Progress Claim April Various Variations	23,218.53	
117	EFT32142	26/05/2021	GOWER INDUSTRIES			251.90
	INV 2400	11/08/2020	GOWER INDUSTRIES	PLANT Drill Bits & Cutting Disks	52.25	
	INV 2683	07/05/2021	GOWER INDUSTRIES	PLANT Grinder Cutting Disks & Polishing Wheels	199.65	
118	EFT32143	26/05/2021	GRANDE FOOD SERVICE			1,148.10
	INV 4178770	12/05/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments May 2021	582.11	
	INV 4179109	20/05/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments May 2021	565.99	
119	EFT32144	26/05/2021	GREAT SOUTHERN WEEKENDER			99.00
	INV 32821	08/04/2021	GREAT SOUTHERN WEEKENDER	YOUTH April School Holidays Advertising Skate Event	99.00	
120	EFT32145	26/05/2021	HOWARD & HEAVER ARCHITECTS			775.50
	INV 00006492	10/05/2021	HOWARD & HEAVER ARCHITECTS	MEDICAL CENTRE Architectural Services Concept Design for Structure	775.50	
121	EFT32146	26/05/2021	iiNET LIMITED			79.99
	INV 126452382	17/05/2021	iiNET LIMITED	INTERNET Expenses CEO May 2021	79.99	
122	EFT32147	26/05/2021	TOLL IPEC/ COURIER AUSTRALIA			527.01
	INV 0506-S408620	25/04/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges April 2021	527.01	
123	EFT32148	26/05/2021	KATANNING BETTA HOME LIVING			249.00
	INV 35810017905	07/05/2021	KATANNING BETTA HOME LIVING	LIBRARY Vacuum for Community Room	249.00	
124	EFT32149	26/05/2021	KATANNING FURNISHINGS			1,626.00
	INV 16541	05/05/2021	KATANNING FURNISHINGS	KLC Eclipse Apeks Chair & Office Chairs	1,626.00	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
125	EFT32150	26/05/2021	KATANNING HUB CRC			12,000.00
	INV 0254	12/05/2021	KATANNING HUB CRC	TOURISM Services Provided Up Until 300421	12,000.00	
126	EFT32151	26/05/2021	WESFARMERS KLEENHEAT GAS PTY LTD			97.50
	INV 21758630	29/04/2021	WESFARMERS KLEENHEAT GAS PTY LTD	SALEYARDS Gas Refill for Canteen April 2021	97.50	
127	EFT32152	26/05/2021	KOWALDS NEWS & GLASSHOUSE			417.14
	INV I0000020843	16/04/2021	KOWALDS NEWS & GLASSHOUSE	ADMIN Stationery Order April 2021	303.04	
	INV SN0000390105	01/05/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Newspapers April 2021	114.10	
128	EFT32153	26/05/2021	KATANNING REGIONAL BUSINESS ASSOCIATION INC			100.00
	INV 0484	19/04/2021	KATANNING REGIONAL BUSINESS ASSOCIATION INC	HARMONY FESTIVAL Survey Winner Gift Voucher 2021	100.00	
129	EFT32154	26/05/2021	Katanning H Hardware			1,454.55
	INV 101028227	07/04/2021	Katanning H Hardware	PIESSE LAKE Remediation Works Galvanised Angle Iron Stop Boards	68.50	
	INV 101028293	08/04/2021	Katanning H Hardware	KAC Maintenance Plier Diagonal	29.45	
	INV 105001127	13/04/2021	Katanning H Hardware	PLANT Batteries & Hand Tap	1,025.95	
	INV 101028551	14/04/2021	Katanning H Hardware	PIESSE LAKE Remediation Works Angle Galvanised Repairs to Wall	66.99	
	INV 102011217	14/04/2021	Katanning H Hardware	ROADS Clive St Drill Bits & Roller Kit	106.31	
	INV 101028612	15/04/2021	Katanning H Hardware	KLC Maintenance Shackle & Spanners	99.95	
	INV 101028959	22/04/2021	Katanning H Hardware	PLANT Batteries for Multimeter	6.00	
	INV 102011589	04/05/2021	Katanning H Hardware	SALEYARDS Chlorine for Potable Water	51.40	
130	EFT32155	26/05/2021	LANDGATE ADMIN			26.70
	INV 1094207	03/05/2021	LANDGATE ADMIN	ADMIN Management Order Reserve 37629 Airstrip	26.70	
131	EFT32156	26/05/2021	DHU SOUTH ELECTRICAL (T/A LEVITZKE HOLDINGS PTY LTD)			4,680.50
	INV 3186	06/05/2021	DHU SOUTH ELECTRICAL (T/A LEVITZKE HOLDINGS PTY LTD)	ADMIN BUILDING Service of Air conditioners 140421	1,820.50	
	INV 3212	06/05/2021	DHU SOUTH ELECTRICAL (T/A LEVITZKE HOLDINGS PTY LTD)	AMHERST VILLAGE Unit Nine Remove & Replace Existing Air Conditioner	2,651.00	
	INV 3249	19/05/2021	DHU SOUTH ELECTRICAL (T/A LEVITZKE HOLDINGS PTY LTD)	LIBRARY Inspect & Repair Air conditioner	209.00	

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132	EFT32157	26/05/2021	NATIONAL LIVESTOCK REPORTING SERVICE			990.00
	INV 2400011823	30/04/2021	NATIONAL LIVESTOCK REPORTING SERVICE	SALEYARDS Livestock Reports April 2021	990.00	
133	EFT32158	26/05/2021	MARKETFORCE PTY LTD			942.72
	INV 38324	27/04/2021	MARKETFORCE PTY LTD	ADMIN Advertisement Various Positions	425.44	
	INV 38326	27/04/2021	MARKETFORCE PTY LTD	ADMIN Advertising Ranger Position	517.28	
134	EFT32159	26/05/2021	MCINTOSH & SONS			352.31
	INV 80876	15/04/2021	MCINTOSH & SONS	KA24434 Airconditioning Repairs for CAT Multityre Roller	352.31	
135	EFT32160	26/05/2021	MARKET CREATIONS			2,583.47
	INV IM56-1	30/04/2021	MARKET CREATIONS	STATIONERY Staff & Admin Business Cards	539.00	
	INV 16787	30/04/2021	MARKET CREATIONS	ADMIN Office 365 Subscription April 2021	2,044.47	
136	EFT32161	26/05/2021	QFH MULTIPARTS			339.38
	INV 904457179	06/04/2021	QFH MULTIPARTS	PLANT Volvo Excavator Hydraulic Fitting	13.86	
	INV 904472967	08/04/2021	QFH MULTIPARTS	WORKS Steel Cap Boots	110.00	
	INV 904524573	16/04/2021	QFH MULTIPARTS	PLANT Volvo Excavator Hydraulic Fitting Hose Repair	54.67	
	INV 904602905	28/04/2021	QFH MULTIPARTS	SALEYARDS Tie Down Straps for Fuel Tank	50.85	
	INV 904655879	05/05/2021	QFH MULTIPARTS	WORKS Uniforms & Protective Clothing Safety Boots	110.00	
137	EFT32162	26/05/2021	OFFICE WORKS BUSINESS DIRECT			93.26
	INV 16815811	28/04/2021	OFFICE WORKS BUSINESS DIRECT	LIBRARY Read Write Now Storage Tubs	70.59	
	INV 16815811	28/04/2021	OFFICE WORKS BUSINESS DIRECT	LIBRARY Assorted Papermate Pens	22.67	
138	EFT32163	26/05/2021	PALMERSTON ASSOCIATION			300.00
	INV REIMBURSEMENT	20/05/2021	PALMERSTON ASSOCIATION	REIMBURSEMENT KLC Bond Release	300.00	
139	EFT32164	26/05/2021	KATANNING PEST MANAGEMENT			165.00
	INV A2997	13/05/2021	KATANNING PEST MANAGEMENT	KATANNING PLAYGROUP Ant Spraying	165.00	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
140	EFT32165	26/05/2021	PFD FOOD SERVICES			1,230.10
	INV KY353552	12/05/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments May 2021	496.40	
	INV KY421968	19/05/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments May 2021	564.20	
	INV KY421957	19/05/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments May 2021	169.50	
141	EFT32166	26/05/2021	ALBANY PIPE BAND			100.00
	INV 1	15/05/2021	ALBANY PIPE BAND	HARMONY FESTIVAL Albany Pipe Band Entertainment	100.00	
142	EFT32167	26/05/2021	Shire of Lake Grace			660.00
	INV 5837	20/04/2021	Shire of Lake Grace	TRAINING Infrastructure Asset Management Cr JG	660.00	
143	EFT32168	26/05/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT			35.50
	INV 570898	30/04/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT	KLC Photocopier Readings April 2021	35.50	
144	EFT32169	26/05/2021	SOUTH REGIONAL TAFE			1,276.57
	INV I0014735	22/04/2021	SOUTH REGIONAL TAFE	YOUTH April School Holidays Barista Course	1,236.00	
	INV I0014965	04/05/2021	SOUTH REGIONAL TAFE	TRAINING Textbook Develop & Use Complex Spreadsheets CT	40.57	
145	EFT32170	26/05/2021	BURGESS RAWSON (WA) PTY LTD			178.75
	INV 11583	17/05/2021	BURGESS RAWSON (WA) PTY LTD	SALEYARDS Rent at Dore St 010621- 310821	178.75	
146	EFT32171	26/05/2021	STEWART & HEATON CLOTHING CO			90.79
	INV 3361705	05/05/2021	STEWART & HEATON CLOTHING CO	BFB Uniforms & Protective Clothing PPE Brigade Members	90.79	
147	EFT32172	26/05/2021	BRENTON STEWART ELECTRICS			324.50
	INV P1271	14/04/2021	BRENTON STEWART ELECTRICS	SALEYARDS Fix Baine Marie	324.50	
148	EFT32173	26/05/2021	TYREPOWER KATANNING			379.00
	INV 144018	05/05/2021	TYREPOWER KATANNING	KA25138 Case IH Battery Front End Loader Tractor	379.00	
149	EFT32174	26/05/2021	ALBANY V-BELT & RUBBER			11,656.18
	INV 328950	31/03/2021	ALBANY V-BELT & RUBBER	KA25381 Transmission & Cabin Filters	406.25	
	INV 330250	20/04/2021	ALBANY V-BELT & RUBBER	PLANT Air Filters & Cleaner	740.40	

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Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 330292	21/04/2021	ALBANY V-BELT & RUBBER	PLANT Lubricant Spray & Wiring Gromets	362.47	
INV 330494	23/04/2021	ALBANY V-BELT & RUBBER	PLANT Various Beacons for Traffic Management	4,741.54	
INV 330492	23/04/2021	ALBANY V-BELT & RUBBER	PLANT Various Seat Covers & Floor Mats	3,302.46	
INV 330493	23/04/2021	ALBANY V-BELT & RUBBER	PLANT Various Seat Covers & Floor Mats	2,103.06	
150 EFT32175	26/05/2021	WARREN BLACKWOOD WASTE			9,593.87
INV 00017420	07/05/2021	WARREN BLACKWOOD WASTE	DOMESTIC Sanitation 070421 - 280421	803.00	
INV 00017446	09/05/2021	WARREN BLACKWOOD WASTE	WASTE Collection Recycling 030521 - 050521	4,694.05	
INV 00017448	16/05/2021	WARREN BLACKWOOD WASTE	WASTE Collection General 030521 - 140521	4,096.82	
151 EFT32176	26/05/2021	WATER CORPORATION			34.08
INV 9023340850	05/05/2021	WATER CORPORATION	WATER Trade Waste Permit 61589 22 Austral Tce	34.08	
152 EFT32177	26/05/2021	WEST AUSTRALIAN NEWSPAPERS LTD			549.99
INV 1007010420210430	30/04/2021	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING Shire Matters GSH April 2021	549.99	
153 EFT32178	26/05/2021	SYNERGY			3,118.02
INV 154025290	18/05/2021	SYNERGY	ELECTRICITY CHARGES Saleyards 200421 - 180521	3,118.02	
154 EFT32179	26/05/2021	WYWURRY ELECTRICAL			1,320.00
INV 5074	18/05/2021	WYWURRY ELECTRICAL	HOUSING U1/6 Hill Way Replace Downlights with LED Fitting	1,320.00	

EFT Total \$ 1,089,778.89

Payroll Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
155 PAY	12/05/2021	PAYROLL			129,498.99
PAY	12/05/2021	PAYROLL	Payroll PAY 23	129,498.99	

Schedule of Accounts Paid - May 2021

10.2.1

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
156	PAY	26/05/2021	PAYROLL		117,094.53
	PAY	26/05/2021	PAYROLL	117,094.53	
				EFT Total \$	246,593.52

Direct Debit Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
157	SUPER	12/05/2021	Superchoice		15,105.86
	SUPER	12/05/2021	Superchoice	15,105.86	
158	DD30366.1	17/05/2021	SG FLEET AUSTRALIA PTY LTD		1,054.37
	INV CESM VEHICLE LEASE PAYMENT	30/04/2021	SG FLEET AUSTRALIA PTY LTD	1,054.37	
159	DD30365.1	20/05/2021	CUSTOM SERVICE LEASING LTD		341.92
	INV LCDC VEHICLE LEASE	01/05/2021	CUSTOM SERVICE LEASING LTD	341.92	
160	SUPER	26/05/2021	Superchoice		14,635.16
	SUPER	26/05/2021	Superchoice	14,635.16	
				Direct Debit Total \$	31,137.31

General Credit Card Purchases

Direct Debit Number	Date	GENERAL Credit Card Purchases			
161	DD30382.1	28/05/2021	COMMONWEALTH BANK		3,478.22
	INV HRMAY21	11/05/2021	COMMONWEALTH BANK	CREDIT CARD Gift Voucher for KV Leaving	257.10
	INV CEOMAY21	12/05/2021	COMMONWEALTH BANK	CREDIT CARD Condolence Flowers	85.00
	INV CEOMAY21	18/05/2021	COMMONWEALTH BANK	CREDIT CARD Flowers for EF Birth of Daughter	98.00
	INV HRMAY21	12/05/2021	COMMONWEALTH BANK	CREDIT CARD Refreshments KV Leaving Morning Tea	9.75
	INV HRMAY21	21/05/2021	COMMONWEALTH BANK	CREDIT CARD Digital Library Course KT	406.00
	INV HRMAY21	21/05/2021	COMMONWEALTH BANK	CREDIT CARD Digital Library Course CW	406.00
	INV HRMAY21	27/05/2021	COMMONWEALTH BANK	CREDIT CARD Drug Testing Devices	1,069.70

Schedule of Accounts Paid - May 2021

10.2.1

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV EMIAMAY21	03/05/2021	COMMONWEALTH BANK	CREDIT CARD Annual Fee 20/21	36.67	
INV EMIAMAY21	05/05/2021	COMMONWEALTH BANK	CREDIT CARD KA189 Windscreen Replacement	1,030.00	
INV EMIAMAY21	05/05/2021	COMMONWEALTH BANK	CREDIT CARD KA189 Windscreen Replacement	80.00	
162 DD30382.2	28/05/2021	WOOLWORTHS (WA) LIMITED			276.34
INV KLCMAY21	05/05/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Netball Carnival Lunch Orders	46.85	
INV KLCMAY21	06/05/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Ingredients for Toasties	36.60	
INV KLCMAY21	06/05/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Kiosk Refreshments	53.02	
INV KLCMAY21	06/05/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Vinegar	1.20	
INV KLCMAY21	11/05/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Seniors Promotion Gifts & Stationery	92.10	
INV KLCMAY21	14/05/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Various Ingredients	46.57	
163 DD30382.3	28/05/2021	AUSTRALIA POST			87.00
INV KLCMAY21	11/05/2021	AUSTRALIA POST	CREDIT CARD Working with Children Check TM	87.00	
164 DD30382.4	28/05/2021	Godfreys Albany			39.98
INV KLCMAY21	22/05/2021	Godfreys Albany	CREDIT CARD Vacuum Cleaner Bags	39.98	
165 DD30382.5	28/05/2021	Aussie Telecom Pty Limited			816.90
INV EMCC	29/04/2021	Aussie Telecom Pty Limited	CREDIT CARD Deep Freeze Cloud Premium & Anti Virus Software	816.90	
Credit Card Totals				\$3,881.54	

Cheque Total	\$1,083.05	0.08%
EFT Total	\$1,089,778.89	79.40%
Payroll Total	\$246,593.52	17.97%
Direct Debit Total	\$31,137.31	2.27%
Credit Card Total	\$3,881.54	0.28%
	\$1,372,474.31	100.00%



Shire of
Katanning
Heart of the Great Southern

Monthly Statement of Financial Activity
For the period ended
31 May 2021



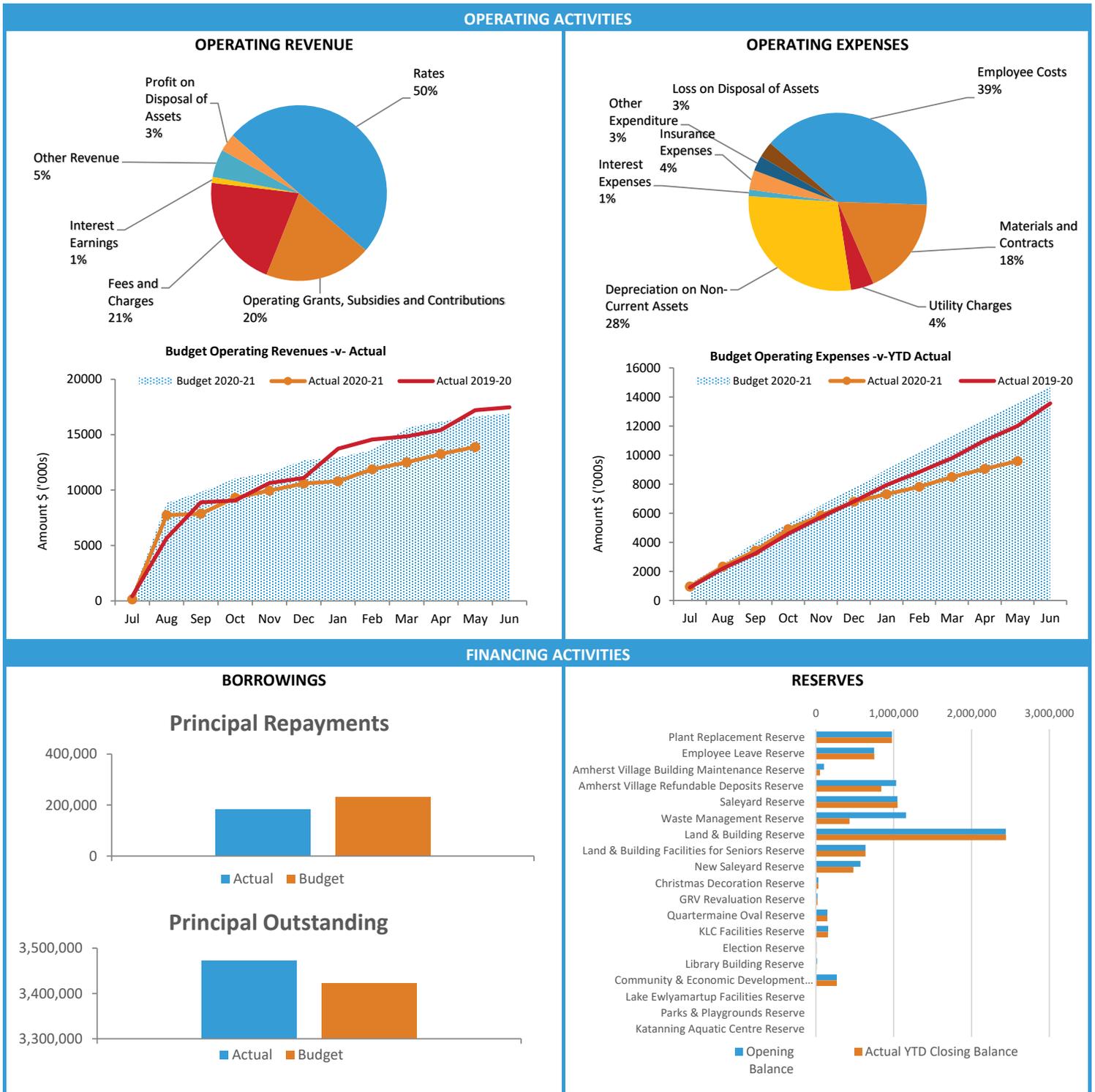


MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 May 2021

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.51 M	\$2.51 M	\$2.51 M	\$0.00 M
Closing	\$0.03 M	\$1.37 M	\$1.66 M	\$0.29 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$13.82 M	% of total
Unrestricted Cash	\$1.03 M	7.4%
Restricted Cash	\$12.79 M	92.6%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$5.99 M	% Outstanding
Trade Payables	\$0.21 M	
Over 30 Days		3.5%
Over 90 Days		0.9%

Refer to Note 5 - Payables

Receivables

	\$0.24 M	% Collected
Rates Receivable	\$0.82 M	80.4%
Trade Receivable	\$0.24 M	
Over 30 Days		91.5%
Over 90 Days		87.6%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.34 M	\$0.62 M	\$1.56 M	\$0.95 M

Refer to Statement of Financial Activity

Rates Revenue

	\$4.18 M	% Variance
YTD Actual	\$4.18 M	
YTD Budget	\$4.19 M	(0.1%)

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

	\$1.66 M	% Variance
YTD Actual	\$1.66 M	
YTD Budget	\$1.95 M	(14.9%)

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges

	\$1.75 M	% Variance
YTD Actual	\$1.75 M	
YTD Budget	\$1.74 M	0.2%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.00 M)	(\$4.28 M)	(\$4.40 M)	(\$0.12 M)

Refer to Statement of Financial Activity

Proceeds on sale

	\$0.96 M	%
YTD Actual	\$0.96 M	
Adopted Budget	\$1.00 M	(3.7%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition

	\$10.60 M	% Spent
YTD Actual	\$10.60 M	
Adopted Budget	\$15.18 M	(30.2%)

Refer to Note 8 - Capital Acquisition

Capital Grants

	\$5.23 M	% Received
YTD Actual	\$5.23 M	
Adopted Budget	\$8.17 M	(36.0%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$3.19 M	\$2.53 M	\$1.99 M	(\$0.54 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.18 M
Interest expense	\$0.12 M
Principal due	\$3.47 M

Refer to Note 9 - Borrowings

Reserves

Reserves balance	\$8.31 M
Interest earned	\$0.01 M

Refer to Note 11 - Cash Reserves

Lease Liability

Principal repayments	\$0.01 M
Interest expense	\$0.01 M
Principal due	\$0.04 M

Refer to Note 10 - Lease Liabilities

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2021**

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Food quality and pest control, inspection of abattoir and operation of child health clinic, analytical testing and Environmental Health administration.

EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Year round care, housing for the aged and educational services.

HOUSING

To provide and maintain staff and elderly residents housing.

Provision and maintenance of staff and elderly residents housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish and recycling collection services, operation of rubbish disposal site, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Maintenance of town hall, public halls, civic centres, aquatic centre, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, art gallery and other cultural facilities.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, streets, bridges, footpaths, depot, airport and traffic control. Cleaning of streets and maintenance of street trees and street lighting. Purchase and disposal of Council's Road Plant.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion. Maintenance and operation of the Saleyards. Building Control. Provision of rural services including weed control, vermin control and standpipes.

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

Private works operation, plant repair and operational costs and engineering operation costs.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,511,242	2,511,242	2,511,242	0	0.00%	
Revenue from operating activities							
Governance		346,858	345,959	201,802	(144,157)	(41.67%)	▼
General purpose funding - general rates	6	4,190,189	4,189,690	4,183,714	(5,976)	(0.14%)	
General purpose funding - other		1,128,665	1,122,685	1,091,097	(31,588)	(2.81%)	
Law, order and public safety		238,222	192,240	167,862	(24,378)	(12.68%)	▼
Health		2,550	2,321	1,563	(758)	(32.66%)	
Education and welfare		193,815	188,091	133,327	(54,764)	(29.12%)	▼
Housing		552,423	167,255	150,400	(16,855)	(10.08%)	▼
Community amenities		944,144	932,116	925,607	(6,509)	(0.70%)	
Recreation and culture		344,687	328,881	381,294	52,413	15.94%	▲
Transport		228,719	218,054	441,481	223,427	102.46%	▲
Economic services		793,857	744,955	644,653	(100,302)	(13.46%)	▼
Other property and services		129,462	124,461	63,391	(61,070)	(49.07%)	▼
		9,093,591	8,556,708	8,386,191	(170,517)		
Expenditure from operating activities							
Governance		(1,204,031)	(1,120,653)	(1,044,011)	(76,642)	(6.84%)	
General purpose funding		(295,149)	(263,918)	(218,099)	(45,819)	(17.36%)	▼
Law, order and public safety		(605,963)	(560,859)	(476,004)	(84,855)	(15.13%)	▼
Health		(193,486)	(180,234)	(140,244)	(39,990)	(22.19%)	▼
Education and welfare		(547,531)	(508,873)	(363,868)	(145,005)	(28.50%)	▼
Housing		(760,398)	(546,818)	(496,212)	(50,606)	(9.25%)	
Community amenities		(1,213,162)	(1,117,812)	(1,007,793)	(110,019)	(9.84%)	
Recreation and culture		(4,078,320)	(3,755,289)	(2,680,853)	(1,074,436)	(28.61%)	▼
Transport		(4,179,987)	(3,831,188)	(2,559,491)	(1,271,697)	(33.19%)	▼
Economic services		(1,566,762)	(1,453,345)	(953,616)	(499,729)	(34.38%)	▼
Other property and services		(256,405)	(245,762)	222,749	(468,511)	(190.64%)	▼
		(14,901,194)	(13,584,751)	(9,717,442)	3,867,309		
Non-cash amounts excluded from operating activities	1(a)	6,144,973	5,643,116	2,893,447	(2,749,669)	(48.73%)	▼
Amount attributable to operating activities		337,370	615,073	1,562,196	947,123		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	14	8,172,871	8,087,763	5,230,128	(2,857,635)	(35.33%)	▼
Proceeds from disposal of assets	7	1,002,530	875,018	964,995	89,977	10.28%	▲
Payments for property, plant and equipment and infrastructure	8	(15,177,640)	(13,245,831)	(10,599,275)	(2,646,556)	(19.98%)	▼
Amount attributable to investing activities		(6,002,239)	(4,283,050)	(4,404,152)	(121,102)		
Financing Activities							
Proceeds from new debentures	9	1,130,000	1,130,000	1,130,000	0	0.00%	
Transfer from reserves	11	3,906,237	2,503,538	1,066,082	(1,437,456)	(57.42%)	▼
Payments for principal portion of lease liabilities	10	(13,634)	(13,654)	(13,654)	0	0.00%	
Repayment of debentures	9	(232,492)	(182,803)	(182,803)	0	0.00%	
Transfer to reserves	11	(1,604,666)	(905,858)	(6,651)	(899,207)	(99.27%)	▼
Amount attributable to financing activities		3,185,445	2,531,223	1,992,974	(538,249)		
Closing funding surplus / (deficit)	1(c)	31,818	1,374,488	1,662,260			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 17 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MAY 2021

10.2.2

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

10.2.2
BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,511,242	2,511,242	2,511,242	0	0.00%	
Revenue from operating activities							
Rates	6	4,190,189	4,189,690	4,183,714	(5,976)	(0.14%)	
Operating grants, subsidies and contributions	13	2,004,745	1,946,228	1,656,834	(289,394)	(14.87%)	▼
Fees and charges		1,826,378	1,743,213	1,746,559	3,346	0.19%	
Interest earnings		124,224	121,459	91,755	(29,704)	(24.46%)	▼
Other revenue		823,377	431,440	432,331	891	0.21%	
Profit on disposal of assets	7	124,678	124,678	274,998	150,320	120.57%	▲
		9,093,591	8,556,708	8,386,191	(170,517)		
Expenditure from operating activities							
Employee costs		(4,241,233)	(3,911,062)	(3,801,818)	109,244	2.79%	
Materials and contracts		(2,864,750)	(2,660,181)	(1,743,204)	916,977	34.47%	▲
Utility charges		(480,420)	(442,380)	(403,010)	39,370	8.90%	
Depreciation on non-current assets		(6,018,038)	(5,516,181)	(2,762,757)	2,753,424	49.92%	▲
Interest expenses		(126,895)	(124,434)	(115,668)	8,766	7.04%	
Insurance expenses		(355,621)	(355,611)	(344,778)	10,833	3.05%	
Other expenditure		(562,624)	(323,289)	(266,223)	57,066	17.65%	▲
Loss on disposal of assets	7	(251,613)	(251,613)	(279,984)	(28,371)	(11.28%)	▼
		(14,901,194)	(13,584,751)	(9,717,442)	3,867,309		
Non-cash amounts excluded from operating activities							
	1(a)	6,144,973	5,643,116	2,893,447	(2,749,669)	(48.73%)	▼
Amount attributable to operating activities		337,370	615,073	1,562,196	947,123		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	14	8,172,871	8,087,763	5,230,128	(2,857,635)	(35.33%)	▼
Proceeds from disposal of assets	7	1,002,530	875,018	964,995	89,977	10.28%	▲
Payments for property, plant and equipment and infrastructure	8	(15,177,640)	(13,245,831)	(10,599,275)	2,646,556	19.98%	▲
Amount attributable to investing activities		(6,002,239)	(4,283,050)	(4,404,152)	(121,102)		
Financing Activities							
Proceeds from new debentures	9	1,130,000	1,130,000	1,130,000	0	0.00%	
Transfer from reserves	11	3,906,237	2,503,538	1,066,082	(1,437,456)	(57.42%)	▼
Payments for principal portion of lease liabilities	10	(13,634)	(13,654)	(13,654)	0	0.00%	
Repayment of debentures	9	(232,492)	(182,803)	(182,803)	0	0.00%	
Transfer to reserves	11	(1,604,666)	(905,858)	(6,651)	899,207	99.27%	▲
Amount attributable to financing activities		3,185,445	2,531,223	1,992,974	(538,249)		
Closing funding surplus / (deficit)	1(c)	31,818	1,374,488	1,662,260	287,772		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 17 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 03 June 2021

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

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

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(124,678)	(124,678)	(274,998)
Less: Movement in liabilities associated with restricted cash		0	0	(11,311)
Less: Amherst Reducing Equity		0	0	149,578
Movement in Amherst Provision for Refund (non-current)				(12,563)
Add: Loss on asset disposals	7	251,613	251,613	279,984
Add: Depreciation on assets		6,018,038	5,516,181	2,762,757
Total non-cash items excluded from operating activities		6,144,973	5,643,116	2,893,447

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 May 2020	Year to Date 31 May 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(9,369,288)	(8,375,326)	(8,309,857)
Add: Borrowings	9	190,853	61,543	8,050
Add: Provisions - employee	12	657,975	550,758	646,664
Add: Lease liabilities	10	19,589	0	5,935
Add: Amherst Deposits		1,036,928	974,430	1,186,506
Add: Local Government House Trust		124,637	122,620	124,637
Total adjustments to net current assets		(7,339,306)	(6,665,975)	(6,338,065)

(c) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	2	18,553,847	18,832,865	13,820,169
Rates receivables	3	954,475	1,099,745	817,998
Receivables	3	684,005	360,163	241,342
Other current assets	4	15,336	15,952	14,719

Less: Current liabilities

Payables	5	(8,664,218)	(8,003,244)	(5,990,400)
Borrowings	9	(190,853)	(61,543)	(8,050)
Contract liabilities	12	(824,480)	0	(242,852)
Lease liabilities	10	(19,589)	0	(5,935)
Provisions	12	(657,975)	(550,758)	(646,664)

Less: Total adjustments to net current assets	1(b)	(7,339,306)	(6,665,975)	(6,338,065)
Closing funding surplus / (deficit)		2,511,242	5,027,205	1,662,262

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty cash and floats	Cash and cash equivalents	2,199		2,199			Nil	On hand
Municipal Bank Account	Cash and cash equivalents	1,027,206		1,027,206		CBA	Nil	
OCDF - Main ECH	Cash and cash equivalents	0	4,208,377	4,208,377		WATC	0.05%	04/2021
OCDF - Heritage Centre	Cash and cash equivalents	0	272,538	272,538		WATC	0.05%	04/2021
Reserves At-call Account	Cash and cash equivalents	0	8,309,933	8,309,933		CBA	0.01%	04/2021
Trust Bank Account	Cash and cash equivalents	0		0	46,168	CBA	Nil	
Total		1,029,405	12,790,849	13,820,254	46,168			
Comprising								
Cash and cash equivalents		1,029,405	12,790,849	13,820,254	46,168			
		1,029,405	12,790,849	13,820,254	46,168			

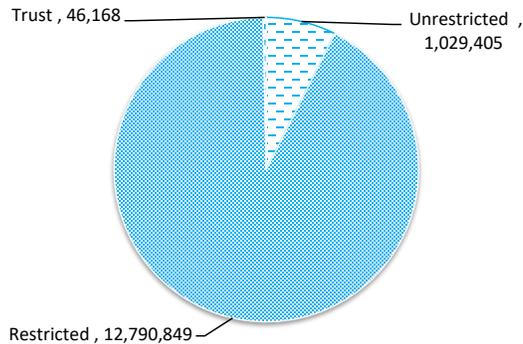
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



10.2.2

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MAY 2021

OPERATING ACTIVITIES NOTE 3 RECEIVABLES

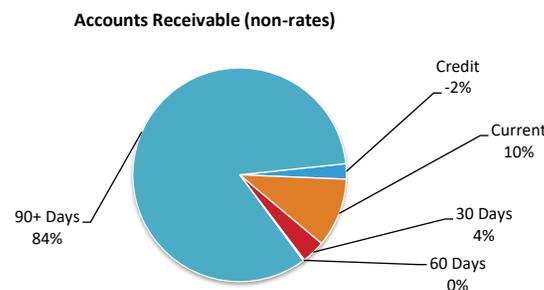
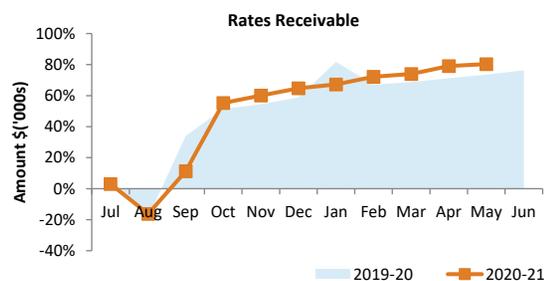
Rates receivable	30 June 2020	31 May 2021
	\$	\$
Opening arrears previous years	652,094	954,475
Opening pensioner deferred rates	231,016	261,467
Rates levied this year	4,129,783	4,183,715
Penalty charges levied this year	117,519	94,406
Less - collections to date	(3,914,471)	(4,414,598)
Equals current outstanding	1,215,941	1,079,464
Less Pensioner deferred rates	(261,467)	(261,467)
Net rates collectable	954,475	817,998
% Collected	76.3%	80.4%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(16,696)	74,889	25,492	1,431	598,881	683,996
Percentage	(2.4%)	10.9%	3.7%	0.2%	87.6%	
Balance per trial balance						
Sundry receivable						683,996
GST receivable						(139,046)
Allowance for impairment of receivables						(303,608)
Accrued Income						0
Total receivables general outstanding						241,342

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



10.2.2

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MAY 2021

OPERATING ACTIVITIES NOTE 3 RECEIVABLES

Significant Rates Debtors Outstanding Exceeding \$10,000:

Assessment #	Rates Outstanding	% of Outstanding		Comments
		Rates Outstanding	Rates Total	
A37	\$ 11,636	1.08%	Legal Action	
A86	\$ 23,590	2.19%	Legal Action	
A108	\$ 14,914	1.38%	Legal Action	
A183	\$ 34,658	3.21%	Legal Action	
A184	\$ 99,949	9.26%	Legal Action	
A267	\$ 15,823	1.47%	Pensioner	
A467	\$ 11,308	1.05%		
A569	\$ 22,618	2.10%		
A682	\$ 10,787	1.00%	Pensioner/DD	
A831	\$ 12,930	1.20%	Pensioner	
A897	\$ 18,653	1.73%	Legal Action	
A905	\$ 28,439	2.63%	2 yrs rates	
A1048	\$ 16,232	1.50%	Legal Action	
A1095	\$ 13,067	1.21%	Pensioner	
A1165	\$ 15,226	1.41%	Legal Action	
A1192	\$ 13,299	1.23%	Pensioner	
A1232	\$ 15,169	1.41%	Pensioner	
A1238	\$ 10,005	0.93%	Pensioner	
A1260	\$ 17,110	1.59%	Pensioner	
A1310	\$ 10,438	0.97%		
A1347	\$ 22,869	2.12%	Legal Action	
A1458	\$ 16,223	1.50%	Pensioner	
A1514	\$ 26,999	2.50%	Legal Action	
A1617	\$ 14,216	1.32%	Deceased Est.	
A2264	\$ 22,738	2.11%	Legal Action	
A2712	\$ 20,947	1.94%		
A3222	\$ 37,563	3.48%	Deceased Est.	
A3652	\$ 12,967	1.20%		
	\$ 590,372	54.69%		

Significant Receivables - General Outstanding Exceeding \$10,000:

Debtor #	Debtor Outstanding	% of Outstanding		Age	Comments
		Debtor Outstanding	Receivables - General		
Bride	\$ 250,906	36.68%	90+ Days	Ongoing	
Elders	\$ 37,270	5.45%	Current		
Nutrien Ag Solutions	\$ 39,346	5.75%	Current		
Shire of Williams	\$ 12,950	1.89%	Current		
Tricoast Holding P/L	\$ 15,653	2.29%	90+ Days	In liquidation	
	\$ 356,123	52.07%			

Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 May 2021
	\$	\$	\$	\$
Inventory				
Fuel and materials	15,086	0	(617)	14,469
Prepayments				
Prepayments	250	0	0	250
Total other current assets	15,336	0	(617)	14,719
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Contract assets

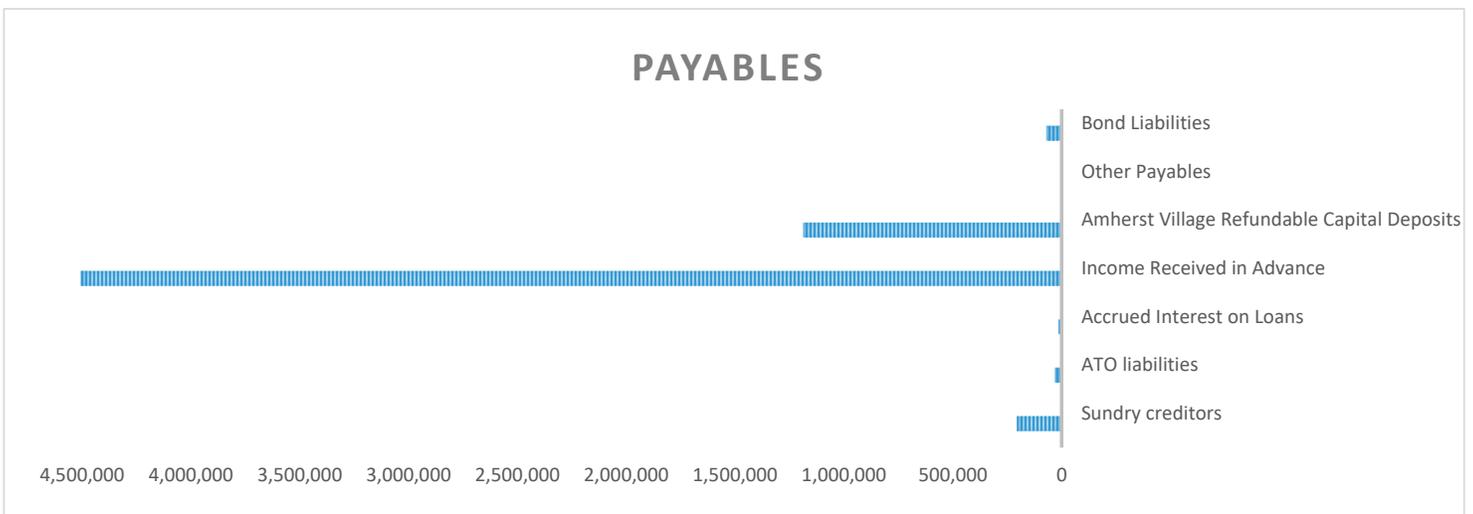
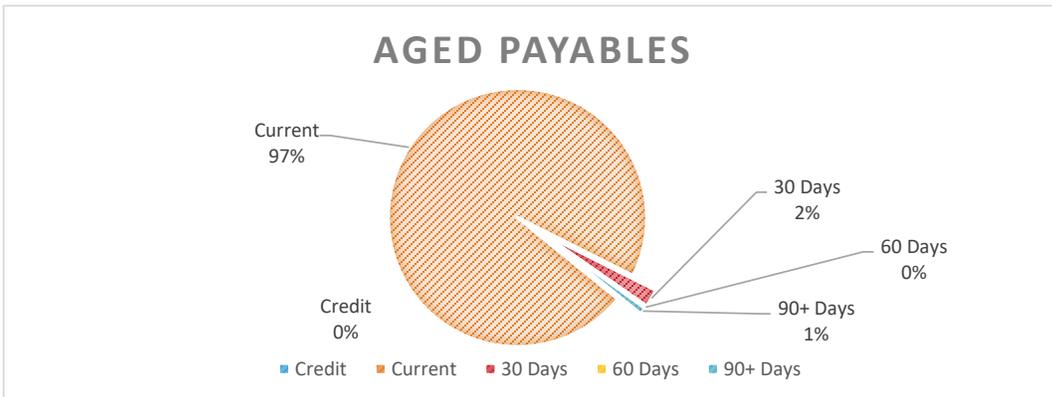
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(85)	198,488	4,648	563	1,810	205,424
Percentage	0%	96.6%	2.3%	0.3%	0.9%	
Balance per trial balance						
Sundry creditors						205,862
ATO liabilities						30,432
Accrued Interest on Loans						14,437
Income Received in Advance						4,505,646
Amherst Village Refundable Capital Deposits						1,186,506
Other Payables						(22,427)
Bond Liabilities						69,944
Total payables general outstanding						5,990,400

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



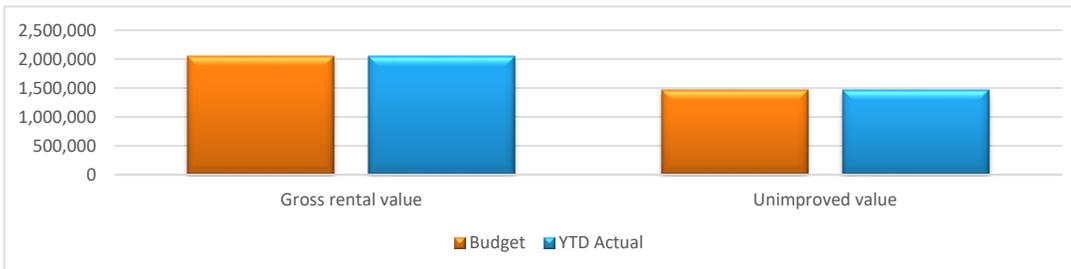
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

10.2.2
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

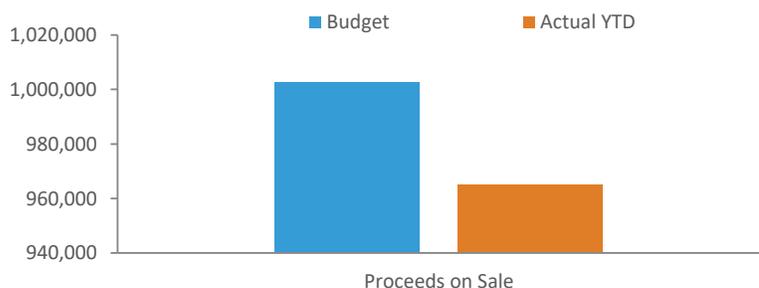
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Gross rental value	10.1250	1,197	20,226,681	2,047,954	0	2,000	2,049,954	2,047,954	3,698		2,051,652
Unimproved value											
Unimproved value	1.0400	207	140,297,500	1,459,094	2,000	0	1,461,094	1,459,094	(202)		1,458,892
Sub-Total		1,404	160,524,181	3,507,048	2,000	2,000	3,511,048	3,507,048	3,496	0	3,510,544
Minimum payment	Minimum \$										
Gross rental value											
Gross rental value	979	609	3,921,486	596,211	0	0	596,211	596,211			596,211
Unimproved value											
Unimproved value	979	128	6,250,188	125,312	0	0	125,312	125,312			125,312
Sub-total		737	10,171,674	721,523	0	0	721,523	721,523	0	0	721,523
Discounts & Write-offs							(44,782)				(49,974)
Concessions							(1,500)				(1,835)
Rates Adjustment							(500)				(901)
Amount from general rates							4,185,789				4,179,357
Ex-gratia rates							4,400				4,358
Total general rates							4,190,189				4,183,715

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
LB0075	17 Marri Drive, Katanning	13,000	13,000	0	0	13,000	13,000	0	0
LB0094	Lot 523 Dore Street, Katanning	0	0	0	0	0	909	909	0
L27	77 (Lot 684) Piesse Street, Katanning	10,000	10,000	0	0	0	0	0	0
	Buildings								
B2080	17 Marri Drive, Katanning	372,710	237,000	0	(135,710)	376,245	237,000	0	(139,245)
L55	55B Beaufort Street - Lot 98 (A3314)	375,903	260,000	0	(115,903)	379,182	260,000	0	(119,182)
	Plant and equipment								
	Governance								
MV122	Toyota Prado 01KA	34,008	53,000	18,992	0	31,281	53,636	22,355	0
MV123	Toyota Camry KA1100	0	0	0	0	11,470	24,000	12,530	0
MV127	Colorado Trailblazer KA062	23,548	32,000	8,452	0	25,098	34,773	9,675	0
MV129	Colorado Trailblazer KA472	32,000	32,000	0	0	0	0	0	0
	Recreation and culture								
MV126	Colorado Ute 4x4 KA566	31,818	31,818	0	0	18,282	31,818	13,536	0
	Transport								
MV114	Colorado Trailblazer KA09	5,690	25,000	19,310	0	2,108	24,773	22,665	0
MV125	Colorado Trailblazer KA00	23,538	32,000	8,462	0	25,098	33,182	8,084	0
MV62	Hyundai iLoad KA457	0	10,000	10,000	0	0	0	0	0
MV61	Mazda BT50 P&G KA277	0	3,000	3,000	0	0	6,364	6,364	0
MV79	Ford Ranger Ute - P&G KA24621	0	5,000	5,000	0	0	12,273	12,273	0
PE105	Fuso Canter - Works KA24951	13,500	25,000	11,500	0	12,742	17,270	4,528	0
PE108	Fuso Canter - Civil KA0287	13,500	25,000	11,500	0	12,742	17,270	4,528	0
PE101	Toro Mower	0	0	0	0	0	0	0	0
MV109	Colorado 4x4 Ranger KA369	0	0	0	0	1,975	26,364	24,389	0
MV71	Colorado 4x4 KA24568	4,238	7,200	2,962	0	0	13,636	13,636	0
P6101	Volvo Front End Loader - Waste	4,500	30,000	25,500	0	4,373	45,000	40,627	0
MV78	Ford Ranger Ute KA108	0	0	0	0	0	4,727	4,727	0
PE100	Fuso Canter - Parks KA1337	16,756	16,756	0	0	0	0	0	0
MV128	Colorado Trailblazer KA189	32,000	32,000	0	0	0	0	0	0
PE136	CAT Motor Grader 1DPP247	95,000	95,000	0	0	20,828	95,000	74,172	0
	Economic services								
PE199	JCB Skid Steer - Saleyards KA25223	14,000	14,000	0	0	35,557	14,000	0	(21,557)
PE99	Fuso Canter - Saleyards KA1808	13,756	13,756	0	0	0	0	0	0
		1,129,465	1,002,530	124,678	(251,613)	969,981	964,995	274,998	(279,984)



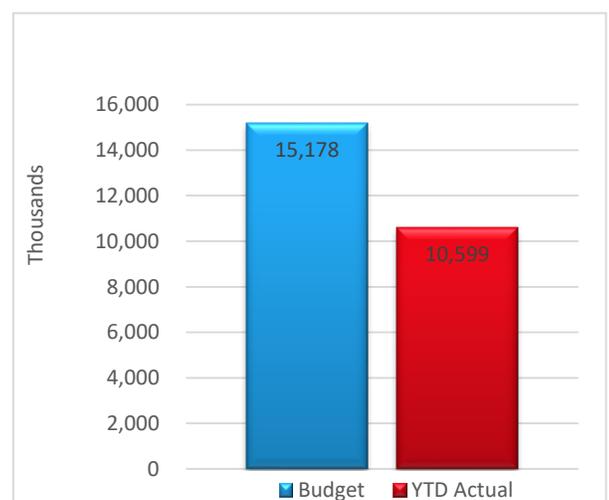
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

10.2.2
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - non-specialised	9,305,578	7,446,651	6,886,019	(560,632)
Plant	1,936,442	1,936,442	1,888,483	(47,959)
Equipment	170,960	170,960	39,939	(131,021)
Motor Vehicles	438,407	438,407	364,408	(73,999)
Infrastructure - Roads	1,505,418	1,432,536	883,858	(548,678)
Infrastructure - Footpaths	742,605	742,605	215,582	(527,023)
Infrastructure - Parks & Ovals	30,000	30,000	0	(30,000)
Infrastructure - Other	1,048,230	1,048,230	320,986	(727,244)
Total Capital Acquisitions	15,177,640	13,245,831	10,599,275	(2,646,556)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	8,172,871	8,087,763	5,230,128	(2,857,635)
Borrowings	1,130,000	1,130,000	1,130,000	0
Other (disposals & C/Fwd)	1,002,530	875,018	964,995	89,977
Cash backed reserves				
Plant Replacement Reserve	447,999	380,800	0	(380,800)
Amherst Village Building Maintenance Reserve	58,210	58,210	51,210	(7,000)
Amherst Village Refundable Deposits Reserve	190,040	190,040	190,040	0
Waste Management Reserve	726,980	726,980	725,380	(1,600)
Land & Building Reserve	1,971,057	771,057	0	(771,057)
Land & Building Facilities for Seniors Reserve	240,000	115,000	0	(115,000)
New Saleyard Reserve	261,451	261,451	93,406	(168,045)
KLC Facilities Reserve	2,500	0	582	582
Library Building Reserve	8,000	0	5,464	5,464
Contribution - operations	966,002	649,512	2,208,070	1,558,558
Capital funding total	15,177,640	13,245,831	10,599,275	(2,646,556)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



Capital expenditure total

% of Completion  Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Program	Key Information Note	Adopted		YTD Actual	Variance (Under)/Over
				Budget	YTD Budget		
Buildings - non specialised							
6%	 New Admin & Civic Building - Courtyard	Governance		50,000	50,000	2,990	(47,010)
104%	 Supertowns - Heritage Precinct - Welcome Precinct	Governance		625,262	573,155	647,811	22,549
87%	 Supertowns - Heritage Precinct - Piesse Park	Governance		3,370,012	3,089,174	2,940,346	(429,666)
0%	 Early Childhood Hub	Governance		1,200,000	0	1,073	(1,198,928)
64%	 Katanning Community Medical Centre	Health		739,307	677,699	473,825	(265,482)
87%	 Aged & Key Worker Accommodation Project	Housing		3,024,237	2,772,220	2,622,180	(402,057)
77%	 Amherst - 3 x Bathroom Renovations	Housing		30,000	30,000	23,180	(6,820)
99%	 Amherst - Painting all downpipes & eaves	Housing		28,210	28,210	28,058	(152)
86%	 Regional Waste Initiative Stage 1	Community amenities		148,350	135,993	127,023	(21,327)
89%	 KLC Gym Extension Fans	Recreation and culture		5,500	5,500	4,905	(595)
0%	 KLC Landscaping Entrance (inc. Shire removal of existing)	Recreation and culture	2	45,000	45,000	0	(45,000)
92%	 KLC External Lighting & Security	Recreation and culture		9,000	9,000	8,244	(756)
128%	 KAC - Concreting at Pool Cover area & other works	Recreation and culture		5,000	5,000	6,385	1,385
0%	 Katanning Gallery - Art Storage - Airconditioning and door	Recreation and culture	2	25,700	25,700	0	(25,700)
Buildings - non specialised Total				9,305,578	7,446,651	6,886,019	(2,419,559)
Plant							
120%	 Variable Message Sign 1	Law, order, public safety		21,004	21,004	25,200	4,196
100%	 Landfill Compactor	Community amenities		565,000	565,000	563,400	(1,600)
128%	 Case 2020 Wheel Loader KA25381	Community amenities	1	161,980	161,980	206,980	45,000
100%	 Water Cart KA11914	Transport		237,460	237,460	237,460	0
100%	 Grader 1DPP247	Transport		357,200	357,200	357,200	0
0%	 Fuso Canter - Parks KA1337	Transport	2	61,756	61,756	0	(61,756)
100%	 Fuso Canter - Works KA24951	Transport		78,150	78,150	78,150	0
100%	 Fuso Canter - Civil KA0287	Transport		78,150	78,150	78,150	0
100%	 John Deere Backhoe KA25566	Transport		163,810	163,810	163,810	0
0%	 Mower	Transport	2	6,000	6,000	0	(6,000)
100%	 Pedestrian Roller Compactor KA8838	Transport	2	16,500	16,500	16,500	0
0%	 Colorado Ute KA24568	Transport	2	27,800	27,800	0	(27,800)
100%	 Yanmar Excavator (Cemetery)	Transport		32,750	32,750	32,750	0

Capital expenditure total

% of Completion  Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Program	Key Information Note	Adopted			Variance (Under)/Over
				Budget	YTD Budget	YTD Actual	
100%	 Skid Steer - Saleyards	Economic services		67,126	67,126	67,126	0
100%	 Fuso Canter - Saleyards KA1808	Economic services	2	61,756	61,756	61,756	0
	Plant Total			1,936,442	1,936,442	1,888,483	(47,959)
	Equipment						
0%	 Purchase of Equipment	Law, order, public safety	2	25,000	25,000	0	(25,000)
0%	 Installation of strategic CCTV camera's in Piesse Park and other public areas	Law, order, public safety	2	100,000	100,000	0	(100,000)
87%	 Food Van	Economic services		45,960	45,960	39,939	(6,021)
	Equipment Total			170,960	170,960	39,939	(131,021)
	Motor Vehicles						
100%	 Prado 01KA	Governance		65,221	65,221	65,221	0
0%	 Trailblazer KA472	Governance	2	37,000	37,000	0	(37,000)
100%	 Pool Car KA1100	Governance		24,273	24,273	24,273	(0)
100%	 Colorado Ute KA566	Recreation and culture		38,740	38,740	38,740	0
100%	 Mazda BT50 KA277	Transport		39,857	39,857	39,857	0
100%	 Ford Ranger KA108	Transport		37,157	37,157	37,157	0
100%	 Ford Ranger KA24621	Transport		40,533	40,533	40,533	0
0%	 Trailblazer KA189	Transport	2	37,000	37,000	0	(37,000)
100%	 Trailblazer KA09	Transport		36,432	36,432	36,432	(0)
100%	 Colorado Ute KA369	Transport		41,097	41,097	41,097	(0)
100%	 Colorado Ute KA24568	Transport		41,097	41,097	41,097	(0)
	Motor Vehicles Total			438,407	438,407	364,408	(73,999)
	Infrastructure - Roads						
100%	 Kowald Road SLK 0.00-4.66 Resheet	Transport		10,170	10,170	10,170	0
0%	 Robinson Road SLK 0.00-4.00 (Verge Cleaning & Drainage Improvement)	Transport		0	0	4,346	4,346
87%	 RRG - Warren Road SLK 0.97-4.8	Transport	2	193,050	176,968	167,701	(25,349)
39%	 RRG - Warren Road SLK 4.8-5.6	Transport		81,600	74,800	32,187	(49,413)
0%	 RRG - Clive Street SLK 0.05-1.93	Transport	2	54,600	54,600	0	(54,600)
37%	 RRG - Creek Street SLK 0.35-0.5	Transport		34,800	34,800	13,033	(21,768)
65%	 RRG - Fairfield Road SLK 4.7-6.91	Transport		168,000	168,000	108,821	(59,179)

Capital expenditure total

% of Completion  Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Program	Key Information Note	Adopted		YTD Actual	Variance (Under)/Over
				Budget	YTD Budget		
7%	Blackspot - North Coyrecup/Nyabing Road	Transport		75,000	75,000	5,420	(69,580)
8%	Blackspot - McKenzie/Withers	Transport		63,000	63,000	5,220	(57,780)
146%	R2R - Wolyaming Road SLK 4.548-11.048	Transport		130,000	130,000	190,333	60,333
84%	R2R - Langaweira Road	Transport		100,368	100,368	84,721	(15,647)
163%	R2R - Onslow Road SLK 0-1.4	Transport		35,000	35,000	56,900	21,900
75%	R2R - Lake Coyrecup	Transport		165,000	165,000	123,103	(41,897)
0%	Council Roads - Rogers Avenue (Park St to Harris St)	Transport	2	75,000	75,000	0	(75,000)
4%	Council Roads - Coate Street (Carew St to Conroy St)	Transport	2	80,000	80,000	3,379	(76,621)
2%	Emu Lane Resurfacing	Transport	2	100,000	50,000	2,400	(97,600)
54%	Special Projects - Various re-sheets & repairs	Transport		139,830	139,830	76,125	(63,705)
	Infrastructure - Roads Total			1,505,418	1,432,536	883,858	(621,560)
	Infrastructure - Footpaths						
5%	Cornwall Street Footpath	Transport		200,000	200,000	9,467	(190,533)
65%	Clive Street West Footpath	Transport		170,000	170,000	110,925	(59,075)
6%	Austral Terrace - Footpath Upgrade Works	Transport		200,000	200,000	11,390	(188,610)
55%	Clive Street - Concrete Footpath Upgrade Works	Transport	2	151,812	151,812	83,618	(68,194)
0%	Bokarup Street - Upgrade of footpath	Transport	2	20,793	20,793	0	(20,793)
0%	Carew Street Asphalt Dual Use Path	Transport		0	0	182	182
	Infrastructure - Footpaths Total			742,605	742,605	215,582	(527,023)
	Infrastructure - Parks & Ovals						
0%	Prosser Park – Upgrade of Basketball courts	Recreation and culture	2	30,000	30,000	0	(30,000)
	Infrastructure - Parks & Ovals Total			30,000	30,000	0	(30,000)
	Infrastructure - Other						
60%	Round Drive – Installation of strategic fire fighting tanks near Katanning Country Club	Law, order, public safety	2	40,000	40,000	23,835	(16,165)
6%	Kupara Park	Recreation and culture		80,000	80,000	4,540	(75,460)
0%	KLC - Installation of energy efficient lighting	Recreation and culture	2	80,000	80,000	0	(80,000)
100%	Paving around Ram & Landscaping Improvements Saleyards	Economic services		40,280	40,280	40,280	0
0%	CCTV cameras and storage server at Saleyards	Economic services	2	43,200	43,200	0	(43,200)
0%	Saleyard Sustainable Energy Improvements	Economic services	2	150,000	150,000	0	(150,000)

Capital expenditure total

% of
Completion

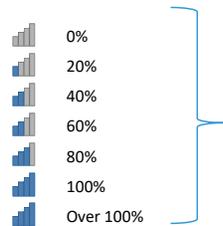


Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Program	Key Information Note	Adopted			Variance (Under)/Over
				Budget	YTD Budget	YTD Actual	
107%	Standpipe Upgrades	Economic services		200,000	200,000	214,553	14,553
1%	KLC Dam Expansion	Economic services		230,000	230,000	3,188	(226,812)
0%	Wayfinding Signage	Economic services	2	20,000	20,000	0	(20,000)
88%	Variable Message Sign 2	Economic services		30,000	30,000	26,460	(3,540)
0%	Marmion Street – Installation of solar lighting from intersection of Warren Road to Hill Way	Transport	2	70,000	70,000	0	(70,000)
0%	Airport - Linemarking to meet regulations	Transport	2	10,000	10,000	0	(10,000)
0%	Airport - Concrete pad and shade shelter for fire operations	Transport	2	18,000	18,000	0	(18,000)
0%	Airport - Boundary Fencing	Transport	2	24,000	24,000	0	(24,000)
0%	Airport - New windsock lighting	Transport	2	6,000	6,000	0	(6,000)
120%	Bunded Fuel Tank at Depot - Unleaded	Transport		6,750	6,750	8,130	1,380
	Infrastructure - Other Total			1,048,230	1,048,230	320,986	(727,244)
				15,177,640	13,245,831	10,599,275	(9,156,731)

KEY INFORMATION

- 1 Disposal shown in Note 7.
- 2 Project has not yet commenced or purchase orders have been raised.



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
New Admin Building	158	2,325,940	0	0	92,069	92,069	2,233,871	2,233,871	103,899	103,537
Aged & Key Worker Accommodation	159	0	710,000	710,000	21,494	21,494	688,506	688,506	5,415	7,857
Recreation and culture										
Katanning Aquatic Centre	148	0			0	0	0	0	88	0
Other property and services										
Road Sweeper	156	121,030	0	0	29,714	59,787	91,316	61,243	2,414	2,569
Tipping Truck	157	78,942	0	0	19,381	38,997	59,561	39,945	1,574	1,676
WaterCart	160	0	170,000	170,000	8,154	8,154	161,846	161,846	922	1,503
CAT Grader (1DPP247)	161	0	250,000	250,000	11,991	11,991	238,009	238,009	1,356	2,210
Total		2,525,912	1,130,000	1,130,000	182,803	232,492	3,473,109	3,423,420	115,668	119,353
Current borrowings		232,492					8,050			
Non-current borrowings		2,293,420					3,465,059			
		2,525,912					3,473,109			

All debenture repayments were financed by general purpose revenue.

New borrowings 2020-21

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget				& Charges	Rate	Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Aged & Key Worker Accommodation	710,000	710,000	WATC	Debenture	15	7,857	2.20	710,000	710,000	0
WaterCart	170,000	170,000	WATC	Debenture	10	1,503	2.20	170,000	170,000	0
CAT Grader (1DPP247)	250,000	250,000	WATC	Debenture	10	2,210	2.20	250,000	250,000	0
	1,130,000	1,130,000				11,570		1,130,000	1,130,000	0

Unspent borrowings

The Shire has no unspent debenture funds as at 30th June 2020, nor is it expected to have unspent funds as at 30th June 2021.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety										
CESM Vehicle - Isuzu D-Max Ute	522401/003	44,428	0	0	9,923	9,903	34,505	34,525	2,648	2,643
Community amenities										
LCDC Vehicle - Holden Colorado	1706081/1	4,010	0	0	3,730	3,731	280	279	0	0
Recreation and culture										
Matrix Spin Bicycles (x11)	41	9,870	0	0	0	0	9,870	9,870	4,456	4,899
Total		58,308	0	0	13,654	13,634	44,654	44,674	7,105	7,542
Current lease liabilities		19,589					5,935			
Non-current lease liabilities		38,719					38,719			
		58,308					44,654			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant Replacement Reserve	976,154	1,425	694	200,774	0	(447,999)	0	730,354	976,848
Employee Leave Reserve	749,637	1,083	532	25,000	0	0	0	775,720	750,169
Amherst Village Building Maintenance Rese	104,444	1,045	74	0	0	(58,210)	(51,210)	47,279	53,308
Amherst Village Refundable Deposits Reser	1,030,341	1,505	732	370,000	0	(190,040)	(190,040)	1,211,806	841,033
Saleyard Reserve	1,048,271	1,531	744	0	0	0	0	1,049,802	1,049,015
Waste Management Reserve	1,158,216	1,691	822	0	0	(726,980)	(725,380)	432,927	433,658
Land & Building Reserve	2,440,279	3,564	1,733	510,000	0	(1,971,057)	0	982,786	2,442,012
Land & Building Facilities for Seniors Reserv	638,305	932	452	0	0	(240,000)	0	399,237	638,757
New Saleyard Reserve	573,521	837	408	270,000	0	(261,451)	(93,406)	582,907	480,523
Christmas Decoration Reserve	30,900	309	22	10,000	0	0	0	41,209	30,922
GRV Revaluation Reserve	21,447	215	15	20,000	0	0	0	41,662	21,462
Quartermaine Oval Reserve	146,755	214	104	50,000	0	0	0	196,969	146,859
KLC Facilities Reserve	157,022	229	111	50,000	0	(2,500)	(582)	204,751	156,551
Election Reserve	9,872	99	7	10,000	0	0	0	19,971	9,879
Library Building Reserve	15,293	153	10	2,500	0	(8,000)	(5,464)	9,946	9,839
Community & Economic Development Proj	268,831	392	191	0	0	0	0	269,223	269,022
Lake Ewlyamartup Facilities Reserve	0	0	0	10,000	0	0	0	10,000	0
Parks & Playgrounds Reserve	0	0	0	30,584	0	0	0	30,584	0
Katanning Aquatic Centre Reserve	0	0	0	30,584	0	0	0	30,584	0
	9,369,288	15,224	6,651	1,589,442	0	(3,906,237)	(1,066,082)	7,067,717	8,309,857

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 May 2021
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	13	273,327	0	(56,661)	216,665
- non-operating	14	551,153	0	(524,966)	26,187
Total unspent grants, contributions and reimbursements		824,480	0	(581,627)	242,852
Provisions					
Annual leave		369,929			369,929
Long service leave		288,046		(11,312)	276,735
Total Provisions		657,975	0	(11,312)	646,664
Total other current assets		1,482,455	0	(592,939)	889,516

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase	Liability	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2020	in	Reduction	31 May 2021	Liability	Revenue	Budget	Actual
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
KCC Redevelopment Project Grant Revenue - Auspicing (S1	170,000	0	0	170,000	170,000	170,000	170,000	0
General purpose funding								
General Purpose Grant (GPF)	0	0	0	0	0	724,320	724,320	724,320
Untied Road Grant (GPF)	0	0	0	0	0	221,906	221,906	221,906
Special Bridge Grant (FAGS)	35,545	0	0	35,545	35,545	0	0	0
Law, order, public safety								
BFB LGGs Income	0	0	0	0	0	41,781	31,335	29,560
Cat Act Implementation Project (inc)	254	0	0	254	254	254	254	0
Driver Reviver Signage	20,000	0	(20,000)	0	0	21,004	21,004	21,004
Education and welfare								
Fostering Integration Grant Income	1,291	0	(1,291)	0	0	1,291	1,291	1,291
National Youth Week Grant Income (CDOW)	0	0	0	0	0	1,000	913	0
NAIDOC Week Grant Income (CDOW)	1,091	0	(1,091)	0	0	1,091	1,091	1,091
Thank-A-Volunteer Day Grant Income	0	0	0	0	0	1,500	1,500	700
Piaf Grant Income	1,000	0	0	1,000	1,000	1,000	1,000	0
Youth Engagement Grant Income	0	0	0	0	0	10,000	9,163	0
Covid Crisis Relief - Lotterywest	0	0	0	0	0	20,000	20,000	0
Cultural Awareness	0	0	0	0	0	20,000	20,000	0
Covid 19 Community Relief	0	0	0	0	0	20,000	20,000	21,890
Grant Income Indigenous Governance	3,500	0	0	3,500	3,500	3,500	3,500	0
Harmony Festival Grant Income (CDOW)	7,595	0	(7,595)	0	0	7,595	6,963	12,595
All Ways 5 Days Project Income (CDOW)	5,130	0	(5,130)	0	0	5,130	5,130	5,130
Recreation and culture								
Sports Engagement & Inclusion Program	0	0	0	0	0	89,572	89,572	67,179
International People With Disabilities Day	0	0	0	0	0	0	0	1,000
Kidsport	332	0	0	332	332	332	332	0

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase	Liability	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2020	in Liability	Reduction (As revenue)	31 May 2021	Liability 31 May 2021	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Get Online Week Grant	180	0	(180)	0	0	180	180	321
Regional Venues Improvement Fund Grant	70	0	0	70	70	25,700	25,700	25,700
RETB Exhibition Reimbursements	0	0	0	0	0	6,272	6,272	6,272
ARC Grant - Athletics Income	0	0	0	0	0	0	0	2,000
Transport								
Community Safe Speed Promise Grant	1,004	0	(1,004)	0	0	0	0	0
Direct Road Grant (MRBD)	0	0	0	0	0	123,752	123,752	123,752
Street Light Subsidy (MRBD)	0	0	0	0	0	2,367	0	2,010
Economic services								
BBRF - Economic Innovation	0	0	0	0	0	19,000	19,000	12,500
Tourism Attraction And Development Grant	0	0	0	0	0	80,000	80,000	0
Wheatbelt NRM - Lake Ewlyamartup	3,782	0	(3,782)	0	0	3,783	3,465	3,783
Auspicing - Hidden Treasures (TOU)	13,015	0	(7,050)	5,965	5,965	13,015	11,935	7,050
FRRR - Bibrant Katanning				0	0	0	0	22,000
	263,789	0	(47,123)	216,666	216,666	1,635,344	1,619,578	1,313,053
Operating contributions								
Governance								
ADM - LSL Reimbursement	0	0	0	0	0	0	0	25,413
Insurance Scheme Surplus (ADM)	0	0	0	0	0	28,478	28,478	34,780
General purpose funding								
ESL Commission (GPF)	0	0	0	0	0	4,000	4,000	4,000
Rates Legal Fees Reimbursement (GPI)	0	0	0	0	0	30,000	27,500	26,736
Law, order, public safety								
CESM Contributions & Reimbursements	0	0	0	0	0	113,983	85,488	68,356
Emergency Incidents Reimbursements (FPV)	0	0	0	0	0	5,000	4,587	0
Education and welfare								
Youth Activities Grant Income (CDOW)	9,538	0	(9,538)	0	0	42,208	38,687	42,753
Seniors Week Grant Income (CDOW)	0	0	0	0	0	1,000	1,000	0
Harmony Festival Contributions (CDOW)	0	0	0	0	0	51,000	51,000	44,864

10.2.2

NOTE 13

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase	Liability	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2020	in Liability	Reduction (As revenue)	31 May 2021	Liability 31 May 2021	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities								
LCDC Vehicle Lease Reimbursement (POE)	0	0	0	0	0	3,731	3,421	3,730
Recreation and culture								
Katanning Opera - Aust South West (PUB)	0	0	0	0	0	0	0	5,000
Transport								
Commissions & Contributions (TPL)	0	0	0	0	0	90,000	82,489	88,150
	9,538	0	(9,538)	0	0	369,401	326,650	343,781
TOTALS	273,327	0	(56,661)	216,666	216,666	2,004,745	1,946,228	1,656,834

10.2.2

NOTE 14

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2021	Current Liability 31 May 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Governance								
Heritage Centre Project DPIRD Grant Funds (ST)	0	0	0	0	0	2,083,354	2,083,354	2,083,354
Heritage Centre Project Other Grant Funds (ST)	0	0	0	0	0	946,934	946,934	513,951
Great Southern Aged Accommodation Project R	0	0	0	0	0	1,653,342	1,653,342	334,751
Health								
Medical Centre	499,307	0	(473,120)	26,187	26,187	499,307	457,699	473,120
Community amenities								
CLGF Regional re Regional Waste Initiative Incor	0	0	0	0	0	148,350	148,350	128,006
Transport								
Regional Road Group Funding (CRBD)	0	0	0	0	0	354,700	354,700	269,200
Black Spot Funding (R.R.G.)	0	0	0	0	0	92,000	92,000	36,800
Roads to Recovery Funding (CRBD)	26,846	0	(26,846)	0	0	338,736	338,736	341,840
Grant Income (AERO)	0	0	0	0	0	43,500	0	0
Economic services								
Tourism Attraction And Development Grant Incc	25,000	0	(25,000)	0	0	10,960	10,960	35,960
Drought Affected Communities Grant	0	0	0	0	0	1,000,000	1,000,000	454,545
Local Roads & Community Infrastructure Grant	0	0	0	0	0	692,605	692,605	558,602
	551,153	0	(524,966)	26,187	26,187	7,863,788	7,778,680	5,230,129
Non-operating contributions								
Recreation and culture								
Contribution towards KCC Clubhouse (ORS)	0	0	0	0	0	309,083	309,083	0
	0	0	0	0	0	309,083	309,083	0
TOTALS	551,153	0	(524,966)	26,187	26,187	8,172,871	8,087,763	5,230,129

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 July 2020	Amount Received	Amount Paid	Closing Balance 31 May 2021
	\$	\$	\$	\$
Carpark Contribution Liability	8,168	0	0	8,168
Public Open Space Contribution Liability A/c	38,000	0	0	38,000
	46,168	0	0	46,168

KEY INFORMATION

Accounts deemed to not be Trust through the final audit process are now held as municipal funds:
Ag Society Contributions, Katanning Cinema Project Contributions, Local Fire Brigade Funds.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

10.2.2 NOTE 16
BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus		35,694		35,694
103240.80	Motor Vehicle Purchase (OTG)		Capital Expenses			(65,221)	(29,527)
158540.80	Plant & Equipment (SAL)		Capital Expenses			(67,126)	(96,653)
158860.23	Proceeds on Sale of Asset (SAL)		Capital Revenue		14,000		(82,653)
158360.83	Transfer from New Saleyard Reserve		Capital Revenue		53,126		(29,527)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(163,810)	(193,337)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(78,150)	(271,487)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(78,150)	(349,637)
158440.80	Other Infrastructure (SAL)		Capital Expenses			(40,280)	(389,917)
158360.83	Transfer from New Saleyard Reserve		Capital Revenue		40,280		(349,637)
144600.80	Works Program - Road Construction (CRBD)		Capital Expenses			(10,170)	(359,807)
144600.80	Works Program - Road Construction (CRBD)		Capital Expenses		10,170		(349,637)
124740.80	Plant Equipment Purchase (SAN)		Capital Expenses			(161,980)	(511,617)
130650.83	Transfer from Waste Management Reserve (SAN)		Capital Revenue		161,980		(349,637)
142320.05	Art Collection Maintenance (OCU)		Operating Expenses			(5,005)	(354,642)
141920.05	Art Gallery Exhibitions (OCU)		Operating Expenses		5,005		(349,637)
130340.80	PLANT & EQUIPMENT (OTHER COM AM)		Capital Expenses		565,000		215,363
124740.80	Plant Equipment Purchase (SAN)		Capital Expenses			(565,000)	(349,637)
123550.80	Plant & Vehicles Purchases		Capital Expenses		10,000		(339,637)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(16,500)	(356,137)
123550.80	Plant & Vehicles Purchases		Capital Expenses		16,000		(340,137)
122040.80	Motor Vehicle Purchase (ADM)		Capital Expenses			(24,273)	(364,410)
103050.23	Proceeds on Sale of Assets (ADM)		Capital Revenue		89,000		(275,410)
124750.23	Realisation on Sale of Assets (ADM)		Capital Revenue			(89,000)	(364,410)
123550.80	Plant & Vehicles Purchases		Capital Expenses		270,000		(94,410)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(237,460)	(331,870)
123550.80	Plant & Vehicles Purchases		Capital Expenses		45,000		(286,870)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(61,756)	(348,626)
141030.23	Proceeds on Sale of Assets (PLP)		Capital Revenue		16,756		(331,870)
123550.80	Plant & Vehicles Purchases		Capital Expenses		48,000		(283,870)
158540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(61,756)	(345,626)
158860.23	Proceeds on Sale of Asset (SAL)		Capital Revenue		13,756		(331,870)
123550.80	Plant & Vehicles Purchases		Capital Expenses		27,800		(304,070)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(27,800)	(331,870)
123550.80	Plant & Vehicles Purchases		Capital Expenses		33,000		(298,870)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(39,857)	(338,727)
123550.80	Plant & Vehicles Purchases		Capital Expenses		36,000		(302,727)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(37,157)	(339,884)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
123550.80	Plant & Vehicles Purchases		Capital Expenses		29,000		(310,884)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(40,533)	(351,417)
123550.80	Plant & Vehicles Purchases		Capital Expenses		5,000		(346,417)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(37,000)	(383,417)
141030.23	Proceeds on Sale of Assets (PLP)		Capital Revenue		32,000		(351,417)
123550.80	Plant & Vehicles Purchases		Capital Expenses		5,000		(346,417)
122040.80	Motor Vehicle Purchase (ADM)		Capital Expenses			(37,000)	(383,417)
103050.23	Proceeds on Sale of Assets (ADM)		Capital Revenue		32,000		(351,417)
123550.80	Plant & Vehicles Purchases		Capital Expenses		10,000		(341,417)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(36,432)	(377,849)
123550.80	Plant & Vehicles Purchases		Capital Expenses		15,899		(361,950)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(41,097)	(403,047)
123550.80	Plant & Vehicles Purchases		Capital Expenses		28,800		(374,247)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(41,097)	(415,344)
123550.80	Plant & Vehicles Purchases		Capital Expenses		30,000		(385,344)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(32,750)	(418,094)
123550.80	Plant & Vehicles Purchases		Capital Expenses		250,000		(168,094)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(357,200)	(525,294)
141030.23	Proceeds on Sale of Assets (PLP)		Capital Revenue		95,000		(430,294)
123550.80	Plant & Vehicles Purchases		Capital Expenses		5,000		(425,294)
138540.80	Motor Vehicle Purchase (KLC)		Capital Expenses			(38,740)	(464,034)
139730.23	Proceeds on Sale of Assets (KLC)		Capital Revenue		31,818		(432,216)
104160.24	Realisation on Sale of Assets (KLC)		Capital Revenue			(31,818)	(464,034)
118240.80	Land And Buildings (KLC)		Capital Expenses		25,000		(439,034)
158440.80	Other Infrastructure (SAL)		Capital Expenses			(25,000)	(464,034)
177220.10	Salary Costs (OCU)		Operating Expenses			(6,272)	(470,306)
153740.02	Grant Expenditure (OCU)		Operating Expenses		3,000		(467,306)
153730.38	Grant Income (OCU)		Operating Revenue		3,272		(464,034)
145300.80	Works Prog - Footpath construction		Capital Expenses		351,812		(112,222)
145300.80	Works Prog - Footpath construction		Capital Expenses			(200,000)	(312,222)
145300.80	Works Prog - Footpath construction		Capital Expenses			(151,812)	(464,034)
124350.05	Consultants (BUC)		Operating Expenses		23,000		(441,034)
155220.10	Salary Costs (BUC)		Operating Expenses			(23,000)	(464,034)
146210.38	Grant Income (DPI - Country Pathways etc)		Operating Revenue			(1,004)	(465,038)
120130.39	Grant Income (OLO)		Operating Revenue		1,004		(464,034)
146330.02	Grant Expenditure (DPI - Country Pathways etc)		Operating Expenses		1,004		(463,030)
104940.80	PLANT & EQUIPMENT		Operating Expenses			(1,004)	(464,034)
128830.40	Levied Waste Rate (SAN)		Operating Revenue			(70,000)	(534,034)
128830.33	Levied Waste Rate (SAN)		Operating Revenue		70,000		(464,034)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
142650.80	Other Infrastructure - Tourism		Capital Expenses		50,000		(414,034)
193830.05	Grant Expenditure (TOU)		Operating Expenses			(15,370)	(429,404)
158890.05	Grant Expenditure (EDV)		Operating Expenses			(34,630)	(464,034)
142650.80	Other Infrastructure - Tourism		Capital Expenses		20,000		(444,034)
153740.05	Grant Expenditure (OCU)		Operating Expenses			(20,000)	(464,034)
126440.80	BLD PROG (CAPITAL) - KLC		Capital Expenses		25,000		(439,034)
188740.05	Consultants (KLC)		Operating Expenses			(25,000)	(464,034)
144600.80	Works Program - Road Construction (CRBD)		Capital Expenses		14,500		(449,534)
115220.05	Works Program - Fire Prevention		Operating Expenses			(14,500)	(464,034)
199040.80	Other Infrastructure (RUR)		Capital Expenses		10,000		(454,034)
178320.05	Works Program - Protection of Environment (POE)		Operating Expenses			(10,000)	(464,034)
126440.80	BLD PROG (CAPITAL) - KLC		Capital Expenses		2,500		(461,534)
173320.05	Building Program - Katanning Leisure Centre		Operating Expenses			(582)	(462,116)
152540.80	Bldg Program Library Capital (LIB)		Capital Expenses		3,000		(459,116)
141320.05	Building Program - Library		Operating Expenses			(2,214)	(461,330)
152540.80	Bldg Program Library Capital (LIB)		Capital Expenses		3,000		(458,330)
141320.05	Building Program - Library		Operating Expenses			(3,250)	(461,580)
152540.80	Bldg Program Library Capital (LIB)		Capital Expenses		2,000		(459,580)
141320.05	Building Program - Library		Operating Expenses			(2,000)	(461,580)
123550.80	Plant & Vehicles Purchases		Capital Expenses		3,500		(458,080)
197760.05	Bushfire Brigade - Ineligible Expenditure (FPV)		Operating Expenses			(3,500)	(461,580)
123550.80	Plant & Vehicles Purchases		Capital Expenses		9,800		(451,780)
197760.05	Bushfire Brigade - Ineligible Expenditure (FPV)		Operating Expenses			(9,800)	(461,580)
153740.02	Grant Expenditure (OCU)		Operating Expenses		5,070		(456,510)
153730.38	Grant Income (OCU)		Operating Revenue		20,630		(435,880)
199640.80	LAND & BUILDINGS (OCU)		Capital Expenses			(25,700)	(461,580)
199640.80	LAND & BUILDINGS (OCU)		Capital Expenses		6,000		(455,580)
173720.05	Building Program - Gallery		Operating Expenses			(6,000)	(461,580)
185420.10	Workers Compensation Allocated (S&W)		Operating Expenses			(20,000)	(481,580)
185530.46	Workers Compensation Reimbursed (S&W)		Operating Revenue		15,000		(466,580)
103430.10	Paid Parental Leave Expenditure (ADM)		Operating Expenses			(13,570)	(480,150)
113150.40	Paid Parental Leave Reimbursements (ADM)		Operating Revenue		13,570		(466,580)
126590.80	Early Childhood Hub	OC97/20	Capital Expenses			(1,200,000)	(1,666,580)
163340.83	Transfer from Land & Building Reserve	OC97/20	Capital Revenue		1,200,000		(466,580)
112530.32	Interest - Reserves (GPI)		Operating Revenue			(78,445)	(545,025)
169920.82	Transfer Interest to Amherst Village Refundable Deposit Reserve (AMV)		Capital Expenses		8,806		(536,219)
124940.82	Transfer Interest to Employee Leave Entitlement Reserve		Capital Expenses		6,337		(529,882)
163780.82	Transfer Interest to Land & Building Reserve		Capital Expenses		20,856		(509,026)
199220.82	Transfer Interest to Land & Buildings Facilities for Seniors Reserve (AMV)		Capital Expenses		5,455		(503,571)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
158290.82	Transfer Interest to New Saleyard Reserve		Capital Expenses		4,902		(498,669)
158240.82	Transfer Interest to Old Saleyard Rehabilitation Reserve		Capital Expenses		8,959		(489,710)
142140.82	Transfer Interest to Plant Replacement Reserve		Capital Expenses		8,340		(481,370)
162540.82	Transfer Interest to Quartermaine Oval Reserve (KLC)		Capital Expenses		1,254		(480,116)
162440.82	Transfer Interest to KLC Facilities Reserve (KLC)		Capital Expenses		1,342		(478,774)
196620.82	Transfer Interest to Waste Management Reserve (SAN)		Capital Expenses		9,898		(468,876)
166980.82	Transfer interest to Community & Economic Development Projects Reserve		Capital Expenses		2,296		(466,580)
121810.80	Land & Buildings (OHE)		Capital Expenses			(115,000)	(581,580)
166950.83	Transfer from Land & Building Facilities for Seniors Reserve		Capital Revenue		115,000		(466,580)
158770.44	Grant Income (EDV)	OC138/20	Operating Revenue		340,793		(125,787)
130860.80	Parks & Ovals (ORS)	OC138/20	Capital Expenses			(30,000)	(155,787)
119940.80	OLO - Purchase of Equipment	OC138/20	Capital Expenses			(100,000)	(255,787)
157440.80	Other Infrastructure (KLC)	OC138/20	Capital Expenses			(80,000)	(335,787)
145300.80	Bokarup Street – Upgrade of footpath	OC138/20	Capital Expenses			(20,793)	(356,580)
145900.80	Works Program - Other Infrastructure	OC138/20	Capital Expenses			(70,000)	(426,580)
120640.80	Other Infrastructure (FPV)	OC138/20	Capital Expenses			(40,000)	(466,580)
139240.40	Other Income/Donations (ORS)		Operating Revenue			(112,281)	(578,861)
183830.40	Fuel/Energy Grants/Rebates (POC)		Operating Revenue			(32,000)	(610,861)
128230.23	Proceeds on Sale of Assets (ORS)	OC141/20	Operating Revenue		10,000		(600,861)
111010.30	Write Off Rates (RAT)	OC80/20, OC87/20, OI	Operating Revenue			(44,782)	(645,643)
158440.80	Other Infrastructure (SAL)		Capital Expenses			(13,000)	(658,643)
193370.05	Saleyards CCTV Maintenance Costs (SAL)		Operating Expenses			(5,045)	(663,688)
158360.83	Transfer from New Saleyard Reserve		Capital Revenue		18,045		(645,643)
103340.80	Land & Buildings (OTG)		Capital Expenses			(6,442)	(652,085)
152840.44	Grant Income (AERO)		Operating Revenue		28,500		(623,585)
140860.80	Airport - Other Infrastructure		Capital Expenses		10,000		(613,585)
140860.80	Airport - Other Infrastructure		Capital Expenses			(18,000)	(631,585)
140860.80	Airport - Other Infrastructure		Capital Expenses		6,000		(625,585)
140860.80	Airport - Other Infrastructure		Capital Expenses			(6,000)	(631,585)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(6,000)	(637,585)
102400.06	Interest on Loan 159 - Aged & Key Worker Accommodation (OTH)		Operating Expenses		7,542		(630,043)
101540.06	Interest on Loan 160 - Watercart		Operating Expenses		2,157		(627,886)
101550.06	Interest on Loan 161 - CAT Grader		Operating Expenses		3,166		(624,720)
150090.84	Principal Repayment Loan 159 - Aged & Key Worker Accommodation (OTH)		Capital Expenses		18,937		(605,783)
150120.84	Principal Repayments Loan 160 - Watercart		Capital Expenses		7,222		(598,561)
150140.84	Principal Repayments Loan 161 - Motor Grader		Capital Expenses		10,620		(587,941)
101520.06	Interest on Loan 158 - New Admin Building (OTG)		Operating Expenses			(16,018)	(603,959)
101810.38	General Purpose Grant (GPF)		Operating Revenue		10,051		(593,908)
102010.38	Untied Road Grant (GPF)		Operating Revenue		4,128		(589,780)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

10.2.2 NOTE 16
BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
101710.32	Rates Late Payment Penalty (RAT)		Operating Revenue		20,000		(569,780)
191130.32	Interest - Municipal (GPI)		Operating Revenue			(20,000)	(589,780)
111130.40	Miscellaneous Income (ADM)		Operating Revenue		37,000		(552,780)
146930.46	Contributions towards Supertowns projects		Operating Revenue		19,793		(532,987)
126670.80	Welcome Precinct Proj Expenditure (ST)		Capital Expenses			(501,894)	(1,034,881)
126680.80	Piesse Lake Development Proj		Capital Expenses		654,276		(380,605)
126610.41	Heritage Centre Project Other Grant Funds (ST)		Operating Revenue			(19,103)	(399,708)
126700.80	Great Southern Aged Accommodation Project Expenditure (ST)		Capital Expenses			(70,000)	(469,708)
126690.41	Great Southern Aged Accommodation Project Revenue (ST)		Operating Revenue			(15,351)	(485,059)
163340.83	Transfer from Land & Building Reserve		Capital Revenue		665,057		179,998
128930.33	Planning Assessment Fees (TOW)		Operating Revenue		6,000		185,998
100230.33	Entry Fees (KLC)		Operating Revenue		10,000		195,998
100430.33	Kiosk Income - GST Inc (KLC)		Operating Revenue		8,000		203,998
188720.25	Kiosk Expenses (KLC)		Operating Expenses			(10,000)	193,998
149110.38	Direct Road Grant (MRBD)		Operating Revenue		13,752		207,750
147030.05	Ranger Relief (ANI)		Operating Expenses			(10,000)	197,750
105820.05	Cleaning Expenses (ADM)		Operating Expenses		8,500		206,250
108050.02	Relief CEO Expense		Operating Expenses		10,856		217,106
178220.05	LCDC Vehicle Lease Expenses (POE)		Operating Expenses			(3,731)	213,375
156130.33	Building Fees & Licences - GST exempt (BUC)		Operating Revenue		6,375		219,750
105120.05	Computer Software Subscriptions (ADM)		Operating Expenses			(10,167)	209,583
105120.05	Computer Software Subscriptions (ADM)		Operating Expenses			(8,230)	201,353
142150.82	Transfer to Plant Replacement Reserve		Capital Expenses			(201,353)	(0)
181520	Works Program - Training & Staff Meetings		Operating Expenses		125,162		125,162
181530	Works Program - Training & Staff Meetings		Operating Expenses			(125,162)	(0)
124240.80	Refund Amherst Capital Deposit (AMV)		Capital Expenses			(190,040)	(190,040)
125710.83	Transfer from Amherst Village Refundable Deposit Reserve (AMV)		Capital Revenue		190,040		(0)
125630.81	Amherst Refundable Deposits Income (AMV)		Capital Revenue		370,000		370,000
169810.82	Transfer to Amherst Village Refundable Deposit Reserve (AMV)		Capital Expenses			(370,000)	(0)
				0	6,757,163	(6,757,163)	(0)

KEY INFORMATION

The 2020/21 Budget was reviewed for the period ended 28 February 2021.

The Budget Review was adopted by absolute majority at the Special Council Meeting held on 29 March 2021 - Resolution OC40/21

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

10.2.2 NOTE 17
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	(144,157)	(41.67%)	▼ Timing	Grant funding for KCC Redevelopment project received in prior FY's, currently reflected in Contract Liabilities and will be recognised as revenue when expended (\$170,000). Staff long service leave reimbursements from other Councils (\$25,413) unbudgeted. Timing Asset Disposal for Profit on Sale (\$20,332).
Law, order and public safety	(24,378)	(12.68%)	▼ Timing	CESM reimbursements to be invoiced in May (\$17,132 variance).
Education and welfare	(54,764)	(29.12%)	▼ Timing	Awaiting a Covid Relief grant (\$20,000), Cultural Awareness grant (\$20,000) and Youth Engagement grant (\$10,000).
Housing	(16,855)	(10.08%)	▼ Timing	Other tenancy arrangements (AMV) full year budget of \$10,120 WACHS rent incorrectly allocated.
Recreation and culture	52,413	15.94%	▲ Timing	Sports Engagement & Inclusion Program funding has not yet been fully received (\$22,393). KLC entry fees (\$16,002), memberships (\$12,332), Kiosk Income (\$12,125) higher than year to date budget.
Transport	223,427	102.46%	▲ Timing	Realisation on the disposal of assets (\$183,136) to be undertaken through the reconciliation of assets.
Economic services	(100,302)	(13.46%)	▼ Timing	Standpipe revenue under budget (\$26,322) awaiting recovery of usage data from some standpipes. Tourism Attraction and Development Grant (\$55,000) is yet to be received.
Other property and services	(61,070)	(49.07%)	▼ Timing	Profit on sale of assets (\$69,461) will be processed through the reconciliation of assets and posted under Transport.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

10.2.2 NOTE 17
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Expenditure from operating activities				
General purpose funding	(45,819)	(17.36%)	▼ Timing	Administration allocation less than budgeted ytd (\$45,436).
Law, order and public safety	(84,855)	(15.13%)	▼ Timing	Works program fire prevention lower than YTD budget (\$42,604). Ranger Salary (\$30,731) over YTD budget. CCTV maintenance agreement below budget as new agreement was entered into (\$10,069).
Health	(39,990)	(22.19%)	▼ Timing	Health Consultants budget has not yet been expended (\$30,000).
Education and welfare	(145,005)	(28.50%)	▼ Timing	Expenditure on COVID community relief grant (\$20,000), youth engagement grant (\$10,000), cultural awareness grant (\$20,000), Community Strategic Plan (\$10,000) and other community projects (\$15,052) below YTD budget.
Recreation and culture	(1,074,436)	(28.61%)	▼ Permanent	Works Program - other reserves over budget (\$80,467) and Works program - events over budget (\$14,605). Sports Engagement Officer expenditure below budget due to timing of commencement (\$70,768). Building program - KAC (\$14,580) over budget Other Culture (\$10,494), Other Recreation (\$13,660) under budget. Two grant funded projects have not yet commenced (Art prize \$20,000 and KLC feasibility study \$25,000).
Transport	(1,271,697)	(33.19%)	▼ Timing	Timing of works program; Footpath maintenance (\$112,599), drainage maintenance (\$62,347) and depot building maintenance (\$13,841) are below budget, road maintenance (\$53,531) over budget. Aerodromes consultants is (\$18,326) under budget.
Economic services	(499,729)	(34.38%)	▼ Timing	Rural utilities under budget (\$26,206). Works Program - Rural (\$11,751) under budget. Saleyard plant expenses below budget (\$29,032) Saleyards Loss on Disposal of Assets (\$21,557) no budget provision. Visitor servicing (\$7,428) and Tourism Business Promotion (\$15,370) under budget. BBRF (\$17,413) and tourism attraction and development (\$85,937) funding expenditure have not commenced. Building consultants has not yet been utilised (\$22,505).
Other property and services	(468,511)	(190.64%)	▼ Timing	Fuel purchases (\$92,137) and plant repairs (\$32,115) under budget. Staff training and development under budget (wages - \$61,271, services - \$11,587).

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

10.2.2 NOTE 17
EXPLANATION OF MATERIAL VARIANCES

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The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(2,857,635)	(35.33%)	▼ Timing	Timing of budget allocations. KCC clubhouse contribution has not yet been recouped (\$309,083). Roads grants (\$140,700 variance) have not yet been received, awaiting next payment round. Part payments of the drought affected communities grant (\$545,455 variance), GS aged accommodation project (\$1,318,591 variance) regional waste initiative (\$20,345 variance) and Local Roads and Community Infrastructure grant (\$118,012 variance) have been received. Lotterywest funding associated with Piesse park project to be recouped (\$432,983). Grant funding for the medical centre was received last FY and will be moved from contract liabilities as the project is expended (\$26,187 variance).
Proceeds from disposal of assets	89,977	10.28%	▲ Timing	Timing on the disposal of assets - Trailblazer x 2, Fuso Canter x 2
Payments for property, plant and equipment and infrastructure	(2,646,556)	(19.98%)	▼ Timing	Variances relating to the timing of expenditure on large projects (under ytd budget - Heritage, early childhood hub, medical centre, saleyards energy project, accommodation), local roads and community infrastructure grant projects that have not yet commenced. Footpath projects (\$527,023), Roads (\$548,678), Plant (\$47,959), Vehicles (\$73,999) and CCTV Equipment (\$125,000) under budget.
Financing activities				
Transfer from reserves	(1,437,456)	(57.42%)	▼ Timing	Timing, transfers will be carried out as projects are complete.
Transfer to reserves	(899,207)	(99.27%)	▼ Permanent	Timing, transfers will be carried out for year end.



SHIRE OF KATANNING

ANNUAL ELECTORS MEETING

Minutes for the Annual Electors Meeting of the Shire of Katanning held on Tuesday 27 April 2021 in the Council Chambers, 52 Austral Terrace Katanning.

1. DECLARATION OF OPENING

The Shire President declared the meeting open at 7.02 pm.

2. ATTENDANCE AND APOLOGIES

PRESENT

Presiding Member:	Cr Liz Guidera - Shire President
Council Members:	Cr Owen Boxall Cr Danny McGrath Cr Martin Van Koldenhoven Cr Serena Sandwell Cr Kristy D'Aprile Cr Ernie Menghini
Council Officers:	Julian Murphy, Chief Executive Officer Denise Gobbart, Executive Manager Corporate and Community Sam Bryce, Executive Manager Infrastructure and Assets Sue Eastcott, Executive Assistant to CEO
Electors:	Peter Kerin Taryn Human Melvin Hettner
Leave of Absence:	Cr John Goodheart - Deputy Shire President
Apologies:	Cr Mark Stephens Doug Cherry

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**3.1 Annual Electors Meeting – 6 February 2020
(SEE ATTACHED MINUTES)****MOVED: CR OWEN BOXALL SECONDED: CR ERNIE MENGHINI****OC56 /21 That the minutes of the Annual Electors Meeting held on Thursday 6 February 2020 be confirmed as a true record of proceedings.****Voting Requirement: Simple Majority****CARRIED****4. ANNUAL REPORT 2019/20****MOVED: CR OWEN BOXALL SECONDED: CR ERNIE MENGHINI**

- 1. That the Annual Financial Report for 2019/2020 be received**
- 2. That the Shire President's Report be received.**
- 3. That the Chief Executive Officer's report be received.**

CARRIED**5. GENERAL BUSINESS****Peter Kerin Statement**

Mr Kerin thanked President Guidera for the opportunity to make a statement.

Mr Kerin thanked the Shire of Katanning in his role as the President of the Historical Society for the grant that they have been given from the Shire.

Mr Kerin stated they were supposed to acquit it before the money became due, but a request was made to the Chief Executive Officer Julian Murphy to release the grant money in advance and was informed that the money was coming forward. Mr Kerin thanked the Shire in advance for the receipt of the funds.

Mr Kerin stated that the funds will be put to good use, with the assistance of local businesses and local people, he said the Historical Society are getting a lot more out of the \$10,000 than if the Shire had got the works done for the Historical Society.

Mr Kerin noted that they are waiting to have the band hall lined, which is taking some time. He further commented that this evening he met with the local member Rick Wilson to keep him informed of where the Historical Society is, and to possibly open up avenues of grant funding, Mr Kerin noted that Rick Wilson was quite impressed with where they are heading.

Mr Kerin shared that it doesn't look brilliant at this stage, but they do have a plan and ideas on where they want to go and are making inroads, they want to make the old church building a display on the history of Katanning and tell stories on what happened.

Mr Kerin informed the Councilors that they are getting quotes on the old school, the original school building, as the recent rain there were some leakage problems, and they think it could be the case that they need to have major work done there. They are seeking some professional advice to what the situation, as the roof has quite a bow in it. Mr Kerin shared that the Historical Society may be coming back to the Shire with cap in hand, as it is a Shire building, to have a look at doing some significant to it. He also noted that the old Church does have a bit of a leak, but they think that is a matter of some of the members getting up on the roof and sorting it out.

Mr Kerin stated that the grant from the Shire has been very worthwhile and they have been very lucky to have a significant bequest from the late Ainslie Evans which will help them along the way, as well as other grants and community members donating funds.

Mr Kerin shared that he had been getting utterly frustrated with the bin collectors in town with the state of the rubbish bins after the rubbish collection. Mr Kerin stated that up until the last fortnight that if you drove from his house opposite the cemetery into town that the bin lids were not on, they had fallen on to the ground and lay in the gutter looking very untidy.

Mr Kerin commented that he had spoken to office staff and told them that if he even has a broken lid, he is not going to be paying for it because it would not be his doing, he noted that the bins do cost money and that they should be treated with a bit more respect and not thrown around. Mr Kerin did state that the bins here over the last fortnight did look quite good however did think that it was something that if you are paying a contractor to do something like that, they should do it well and need to be pulled into line.

Julian Murphy Response

Mr Murphy stated that the bin issue was absolutely to do with the operators and that the issue has hopefully been resolved now.

6. CLOSURE

The meeting closed at 7.11 pm.



Shire of

Katanning

Heart of the Great Southern

10.3.2

FIRE MANAGEMENT REQUIREMENTS 2021 – 2022

**Please retain this document for your reference
FIRST AND FINAL NOTICE**

To all owners and occupiers of land in the Shire of Katanning. This document constitutes the Shire of Katanning Fire Management Requirements (Bush Fire Notice) pursuant to Section 33 of the Bush Fires Act 1954 you are hereby required, on all land owned or occupied by you, as a measure for preventing the spread and extension of a bush fire, to plough, cultivate, scarify, burn, chemically spray or otherwise clear upon the lands Fire Access tracks (fire breaks) in such manner as set out in this notice.



EMERGENCY
For All Emergencies

HELP STOP ARSON
Report suspicious
activity to Crime
Stoppers on
1800 333 000

By order of the Council
Julian Murphy
Chief Executive Officer

DEFINITIONS

For the purpose of this Notice the following definitions apply:

Flammable Material: Material that can be easily ignited, (i.e. - dead or dry grass and crops, leaves, timber, boxes, cartons, paper, plastic and other material or things deemed by an authorised officer to be capable of combustion) but does not include green growing trees, growing bushes or garden plants.

CBFCO: Shall mean the Chief Bush Fire Control Officer as appointed by the Shire of Katanning.

DCBFCO: Shall mean the Deputy Chief Bush Fire Control Officer as appointed by the Shire of Katanning.

BFCO: Shall mean the Bush Fire Control Officer as appointed by the Shire of Katanning.

DBFCO: Shall mean the Deputy Bush Fire Control Officer as appointed by the Shire of Katanning.

CESM: Shall mean the Community Emergency Services Manager Authorised Officer as appointed by the Shire of Katanning.

RANGER SERVICES: Shall mean the Authorised Officer appointed by the Shire of Katanning

Total Fire Bans (TFB): Total Fire Bans are the bans imposed by the Minister for Emergency Services or his/her representative on days of severe or catastrophic fire hazards.

Burning of Garden Refuse: Means lighting or use of a fire in the open air for the purpose of destroying garden refuse. One cubic metre or less, is referred to as a garden refuse.

Fire & Rescue District: The area covering the Katanning town site. Fire & Rescue Services are responsible for all fires within this gazette district. The Shire of Katanning is directly responsible for the issuing of Fire Permits.

Fire Break: Where referred to anywhere in this notice means an area of land which must be kept and maintained void of all trees, bushes and grasses (living or dead) for the whole of the compliance period.

Risk Mitigation Measures: Efforts taken to reduce either the probability or consequence of a threat.

Shire Officer: As appointed by Council under Section 38 of the Bushfires Act 1954 being the CESM, CBFCO, DCBFCO, BFCO and Ranger.

SUBURBAN AND RESIDENTIAL BLOCKS

RESIDENTIAL LOT CLEARING:

If the area of the land is 2023m² (approximately ½ acre) or less, remove flammable material on the land except living standing trees from the whole of the land by **1 November 2021** by one of the following methods and with all other associated conditions mentioned above to apply:

ploughing, cultivating, scarifying, chemical spraying, mowing, burning or any other approved method. Mowed grass to be no higher than 10.3.2 150 mm.

Where residential zoned land exceeds 2023m² (approximately ½ acre), in addition to the grass height above, a 2.5 metre wide firebreak immediately inside and along all external boundaries is required.

RURAL LAND AND SPECIAL RURAL LAND OUTSIDE OF TOWN BOUNDARY

Firebreaks shall be installed at least 10 metres wide around the perimeter of any homestead building (excluding isolated non-flammable buildings), haystacks (within 100 metres of any building) or group of structures or installations and are to be cleared to the satisfaction of the Shire Officer. In addition, you may be required to carry out further works which may be deemed necessary by the Shire Officer and specified by way of a separate written notice forwarded to the address as shown on the Shire of Katanning rate records for the land. In some instances naturally occurring features such as rocky outcrops, natural water courses or landscaping such as reticulated gardens, lawns or driveways may be an acceptable substitute for cleared firebreaks. This option must first be discussed with and approved by the Shire Officer.

All properties within the **Moojebing Heights** subdivision are to ensure compliance with the additional requirements of the Fire Management Plan dated April 2009.

Boundary Fire breaks are compulsory for the Shire of Katanning within the Special Rural Land areas within the town site. Council or its agents will establish fire breaks at strategic points at its discretion or on a Risk Base Assessment on land it manages.

SPECIAL RURAL WITHIN KATANNING AND PINWERNYING TOWNSITES

Must have a 2.5 metre wide firebreak immediately inside along all external boundaries. Grass to be no higher than 150 mm. Living standing trees, remnant vegetation, maintained gardens and natural bush are exempt. Where multiple blocks of land are grouped together, a perimeter 2.5 metre firebreak encompassing all land will be considered subject to an application for variation.

All firebreaks as designated above must be prepared on or before 1 NOVEMBER 2021 or within 14 days of becoming the owner or occupier should this be after that date and maintained clear of flammable material up to and including 30 April 2022.

DEFINITIONS

SUBURBAN AND RESIDENTIAL BLOCKS

10.3.2

Application to Vary the Above Requirements

If it is considered to be impracticable for any reason whatsoever to meet requirements as required by this notice, you may apply to the Shire of Katanning no later than **1 October 2021**, for permission to provide alternative risk mitigation measures on the land. If permission is not granted by the Shire you must comply with the requirements of this notice.

If the requirements of this notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act.

The Penalty for failing to comply with this notice will be in accordance with the Bushfires Act 1954, and a person in default is also liable, whether prosecuted or not, to pay the costs of performing the work directed in this notice if it is not carried out by the owner and/or occupier by the date required by this notice.

NUISANCE SMOKE

It is an offence under the Health Act 1911 to create nuisance smoke. If planning to burn, please consider your neighbours, other properties that may be affected and the condition and type of materials to be burnt. It is important to ensure that smoke does not disrupt traffic on roads.

BURNING OF BUSH AND GRASS ON ANY LAND

Burning of bush and grass is totally prohibited between 1 November and 14 February inclusive (Prohibited Burning Period). Permits are required between 1 October inclusive and 31 October inclusive and between 15 February and 30 April inclusive (Restricted Burning Periods).

PERMITS TO BURN

Under the Bush Fires Act 1954, it is an offence to light fires during the Prohibited and Restricted Burning Times, except in certain circumstances. All burning during the Restricted Burning Period requires a Permit.

BURNING IS PROHIBITED ON VERY HIGH, SEVERE, EXTREME OR CATASTROPHIC FIRE DANGER DAYS.

HAZARD REDUCTION PROGRAM

Autumn to Winter (May-August)

- Tree pruning – remove lower branches, check that power lines are clear. Use a professional contractor

10.3.2

- Reduce fuel levels around the house, clear long grass, leaves, twigs and flammable shrubs.
- Ensure petrol and other flammables are safely stored away from the main dwelling.
- Accommodation providers must make sure all guests are aware of emergency plan, including evacuation routes.

Spring (September – November)

- Move wood piles and stack timber away from the main dwelling.
- Keep grass short.
- Install firebreaks in accordance with this Fire Management Requirements.

Summer (November – May)

- Water lawns, trees and shrubs near buildings to keep green.
- Recheck fire-fighting equipment, screens, water supplies and that gutters remain clear.

Long Term precautions

- Make sure that buildings are safe – fit wire screens and shutters, fill gaps into roof/wall spaces, fit fire screens to evaporative air conditioners and have them operable to provide a water supply.
- Give consideration to installing external building sprinkler systems and backup power for emergencies.
- Ensure that access to emergency water supplies has the correct fittings, is unobstructed and trafficable.
- Get basic training in fire-fighting by contacting the Shire of Katanning.

Hints for Burning:

- Don't light a fire on a hot or windy day.
- Don't try to burn more than you can control.
- Inform your neighbours.
- Make sure smoke and sparks will not affect neighbours washing or open windows.
- Cut or rake long grass around trees, buildings and fences before burning.
- Burn against wind.
- On a sloping block, burn from the top down.
- Have a hose or spray pack to dampen down fire intensity.
- Extinguish fire by midnight.

PRIVATE PROPERTY

Wood and solid fuel barbecues shall only be used where they are enclosed and all flammable material in a 5m radius is cleared. Fire cannot be lit on days of very high, severe, extreme or catastrophic fire danger.

BBQs and INCINERATORS

Gas and electric barbecues are permitted at any time. Solid fuel barbecues and incinerators are **prohibited on days of VERY HIGH, SEVERE, EXTREME OR CATASTROPHIC** fire danger days.

COMPLIANCE WITH THIS NOTICE IS REQUIRED BY 1 NOVEMBER EACH YEAR AND IS TO BE MAINTAINED UNTIL 30 APRIL EACH YEAR OR AS OTHERWISE GAZETTED

10.3.2



Non – compliance



Complying



Compliant

Take notice, that pursuant to section 33(4) of the Bush Fires Act, where the owner or occupier of land who has received this Notice fails or neglects to comply with the requisitions of the Notice within the time specified, the Shire of Katanning may, by its officers, vehicles and machinery as the officers deem fit, enter upon the land and carry out the requisitions of the Notice which have not been complied with and pursuant to section 33(5) of the Bush Fires Act, the amount of costs and expenses incurred may be recovered from you as the owner or occupier of the land. The penalty for failing to comply with this notice is a fine not exceeding \$5000 and the person in default is also liable, whether prosecuted or not, to pay the costs of performing the work directed in this Notice if it is not carried out by the owner or occupier by the date required by this Notice. If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act.

It is not necessary for council to notify property owners or give prior warning that legal action may proceed for failing to comply with the requirements of this notice.

Please contact the Shire Office for a list of Contractors for the area who have registered their business with the Shire.

FIRE DANGER RATING 10.3.2

- The Fire Danger Rating gives you advice about the level of bushfire threat on any given day. It is based on the forecast weather conditions.
- The higher the rating, the more likely people may die or be injured during a fire.
- Only well prepared, well constructed and actively defended homes may offer any safety up to the category of Extreme.
- Consider in your bushfire survival plan if your actions will change at different Fire Danger Rating categories.
- The Fire Danger Rating is published by the Bureau of Meteorology at www.bom.gov.au and through the media.

THE SHIRE FALLS UNDER THE BEAUFORT FIRE WEATHER DISTRICT



TOTAL FIRE BAN: When a TFB is declared the lighting of any fire in the open air is prohibited. The ban includes all open fires for the purpose of cooking and camping.

A Total Fire Ban prohibited other activities for further information please refer to the DFES Website.

TOTAL FIRE BAN PENALTY: A fine of up to \$25,000 or imprisonment for 12 months or both.

FIRE DANGER RATING

THE HARVEST BAN HOTLINE NUMBER PHONE: 9821 9990

10.3.2

HARVEST AND VEHICLE MOVEMENT BANS

The Shire of Katanning may impose a Vehicle Movement and/or Harvest Ban due to dangerous fire weather conditions or if there are bush fires already burning. When imposed, any operation of machinery involved in harvesting crops, or other produce **MUST** come to a stop.

ANY BAN WILL BE COMMUNICATED VIA ABC LOCAL RADIO, SMS AND THE BUSH FIRE BRIGADES RADIO NETWORK

Farmers and personnel from relevant industries may subscribe to the Shire of Katanning SMS Service for the communication of Harvest and Vehicle Movement Ban information. Some activities may continue during a Harvest and Vehicle Movement Ban at sites approved by and registered with the Shire. For more information, please contact the Shire of Katanning or your local FCO.

REGISTRATION FOR SMS NOTIFICATION OF HARVEST & MOVEMENT BANS

Telephone your name, organisation and mobile number to the Shire of Katanning, 08 9821 9999.

Listen to ABC Radio on 558 or 630AM. At the time of printing, broadcasting times are: 10:05am, 12:35pm and 14:05pm. These times are subject to change.

Regulation 38A – Harvesting, Swathing/Baling of Stubble and Track Chaining:

Conditions: A person shall not operate or suffer the operation of a grain harvesting machine, or any machine used for swathing, baling or slashing of stubble and track chaining, on any land within the Shire of Katanning except in accordance with the following specified condition:

Specified condition: No person shall operate grain harvesting machinery as stated above on any land unless a mobile and operational firefighting unit, having a water capacity of at least **500 litres**, is situated in or immediately adjacent to the paddock where harvesting operations are being conducted.

Penalties: An infringement of \$250.00. A penalty of up to \$5000.00.

The recommended minimum standards for fire unit requirements are based on property size as follows:

- (i) 50-1000ha - Light Duty Unit. One tonne utility either 2WD or 4WD. 500 litre water capacity.
- (ii) 1000 to 2500ha - Medium Duty Unit. Light truck either 2WD or 4WD. 2500 litre water capacity.
- (iii) 2500 + ha - Heavy Duty Unit. 6 tonne capacity truck, preferably diesel. 4000 litre water capacity.
- (iv) All units are to be fully operational and ready to go at all times during the Prohibited Burning Period.

BURNING INFORMATION

Agricultural Burning

The following dates are when selected burning may commence under a Permit.

- Canola Windrows from 1 March
- Cereal Windrows from 15 March
- Chaff Heaps from 15 March
- Stubble from 1 April

No timber to be burnt during the October restricted burning period. Timber Heaps burnt over Winter are to be pushed out before the Prohibited Burning Period.

Before obtaining a Permit the following points need to be addressed.

What size is the burn area?

What is the location of the burn?

What are you burning?

Are there breaks in place around the burn area?

Notification to neighbor's before burn commences

TRAILER MOUNTED FIRE UNITS AND CHASER BINS WITH FIRE UNITS

For safety reasons they are not acceptable as you're only or primary fire unit. **Therefore are not to be taken to a fire incident.**

PERMITS TO BURN

Under the Bush Fires Act 1954, it is an offence to light fires during the Prohibited Time.

During the Restricted Burning Time, permits to burn are required. These may be obtained from the Local Volunteer Fire Control Officer, for your area or the Shire of Katanning if the property is within the Fire & Rescue District.

RESTRICTED	PROHIBITED	RESTRICTED
PERMIT REQUIRED		PERMIT REQUIRED
1 October to 31 October	1 November to 14 February	15 February to 30 April

WHEN TO OBTAIN A PERMIT

1. For burning of bush, grass and garden waste at any time between 1 October and 31 October inclusive and 15 February and 30 April inclusive.
2. For carrying out protective burning around dwellings and buildings pursuant to Section 23 of the Bush Fires Act until 15 November.
3. Sunday burning is discouraged.

These times may be varied by the Shire of Katanning depending on seasonal conditions. Changes will be publicised in local papers and on the Shire of Katanning Facebook Page and Website.

 ABC Emergency



MAJOR INCIDENTS

Information to the community from the Incident Controller will be broadcast regularly on the ABC Radio on 558AM or available on emergency.wa.gov.au

WHEN THE FIRE WEATHER FORECAST IS VERY HIGH, SEVERE, EXTREME OR CATASTROPHIC NO FIRES MAY BE LIT AND ALL PERMITS ARE SUSPENDED.

*Remember this Ratio = 1 metre of flame height requires 4 metres of distance to escape radiant heat

**HARVEST BAN
HOTLINE NUMBER**

**BURNING
INFO**

BUSH FIRE BRIGADE CONTACT DETAILS

10.3.2

COMMUNITY EMERGENCY SERVICE MANAGER #
CINDY PEARCE: Mobile 0417 071 567

RANGER SERVICES # Mobile 0409 891 645

Highlights Officers that are able to issue Permits to Burn

VOLUNTEER FIRE BRIGADES

Katanning Fire & Rescue (Town)

Captain	Chris Brooks		0409 873 797
First Lieutenant	Steve Brooks		0408 760 486

RURAL VOLUNTEER BUSHFIRE BRIGADES

Chief Bush Fire Control Officer

	Norm Flugge #	9822 1505	0427 984 446
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Deputy Chief Bushfire Control Officers

	Matthew Kerin #	9821 2062	0429 376 593
	Matthew Kitchen	9821 5336	0427 976 960

Chief Fire Weather Officer

	Richard Marshall #	9822 1522	0429 904 130
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Deputy Fire Weather Officers

	Barry Kowald #	9821 1167	0407 384 097
	Tim Harris #		0428 580 678

Carrolup FCO

	Steve Conning #	9821 0047	0428 141 565
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DFCOs

	Ian Coleman #	9821 0013	0429 955 778
	Alan Wilson	9821 1942	0427 772 142
	Chris Quartermaine	9821 4937	0427 214 553
	Barry Kowald #	9821 1167	0407 384 097
	Ben Kowald		0424 528 520
	Geoff Stade #		0428 211 551

Central FCO

	Kim Kowald #	9821 2908	0438 337 708
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DFCO

	Alistair Dusting		0417 185 147
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Badgebup FCO

	Tim Harris #		0428 580 678
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DFCOs

	Peter Caldwell	9823 5016	0428 235 006
	Norman Flugge	9822 1505	0427 984 446
	Tim Clegg #	9823 5151	0427 771 938
	Richard Marshall #	9822 1522	0429 904 130

Merrebin FCOs

	Greg Garlick #	9821 1851	0428 211 851
	Ian Knapp #	9822 7037	0427 215 635

DFCOs

	Matthew Kerin #	9821 2062	0429 376 593
	Jeff Baxter	9821 4414	0428 528 840
	Mark Sullivan		0427 227 094

A FIRE CONTROL OFFICER HAS THE AUTHORITY UNDER THE BUSH FIRES ACT 1954 TO HALT ANY ACTIVITY OR OPERATION THAT THEY DEEM AS HAZARDOUS OR LIKELY TO START A FIRE.

Fire Attendance

All Brigade members attending a fire must check the following:

- CH5 UHF
 - That adequate protective clothing is worn
- That any slip – on unit is bolted securely to the tray of the vehicle
- That the Fire Incident Control is aware of your presence at the fire.

PREPARE - ACT - SURVIVE

FIRE PREPAREDNESS

- Prepare. Act. Survive. (Material available from the Shire of Katanning and DFES Website)
- You are responsible for your own FIRE PROTECTION

The Biggest Penalty Of All

Standing in the wreckage of your home knowing the smouldering mess is **your** fault because **you** didn't take proper precautions.

For additional bush fire safety information, please visit:

www.emergency.wa.gov.au

Volunteers make up the Bush Fire Brigades in the Shire of Katanning. Help to provide a safer community by becoming an active member of your brigade. For more information, call your local brigade or the Shire of Katanning. Emergency Services in the Shire are also seeking volunteers for a range of support roles and we welcome your inquiry.

**BUSH FIRE BRIGADE
CONTACT DETAILS**



Shire of
Katanning
Heart of the Great Southern

SHIRE OF KATANNING
52 Austral Tce
KATANNING WA 6317
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Shire of
Katanning

DELEGATIONS REGISTER

June 2021



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A BACKGROUND TO DELEGATIONS AND AUTHORISATIONS

Delegations and authorisations are the means by which decision making bodies can administer power to undertake certain statutory functions.

A delegation is the conferral of the ability to exercise a power/duty to a person/body from another that is vested with the responsibility to exercise that statutory function.

An authorisation is the designation of an officer or a body as an entity that is capable of exercising a specific statutory power.

When one exercises delegated authority they do so “on behalf” of the delegator, and in doing so, the person or body exercising delegated authority forms the relevant state of mind to make the decision “on behalf” of the delegator. An authorised person or body exercises a statutory function in their own right.

The Western Australian local government statutory regime also provides for the Council and CEO to “act through” other officers, agents and bodies to achieve statutory functions. “Acting through” is not the exercise of delegated authority, or an authorised power, and must be handled differently.

The Department of Local Government and Communities provides a guideline on delegation to local governments in Western Australia. ([Local Government Guideline No. 17 – Delegations](#)).

The Governance Structure

The Western Australian local government governance regime provides that the Council appoints a CEO and the CEO appoints employees. All local government employees are responsible to the CEO, who, in turn, is responsible to the Council.

Wherever possible, the Shire will endeavour to ensure authorisations and delegations conform to this governance structure. Delegations will be established from the Council to the CEO; the CEO can then delegate power to officers or authorise officers as the CEO sees fit.

Delegations and authorisations from the Council directly to officers, other than the CEO, will be avoided unless legislation specifically provides that this is the only manner in which the power can be provided.

Delegations

This section provides guidance on the statutory framework for delegated authority. It addresses the two statutory requirements for delegated authority – the power to delegate and the power being delegated. This section also addresses some common conditions on delegation that apply in the local government setting.

10.3.3

The Power to Delegate

The ability to delegate a statutory function, power or duty must be described in a piece of legislation, and is known as the power of delegation. The ability to delegate powers is the first statutory requirement for an effective delegation. The following powers of delegation are contained in legislation relevant to this register.

Legislation		Delegation From	Delegation To	Function	Restrictions
Local Government Act 1995	s5.16	Council	Committees	Powers and duties of Council under the <i>Local Government Act 1995</i>	s5.17
Local Government Act 1995	s5.42	Council	CEO	Powers and duties of the Council under the <i>Local Government Act 1995</i>	s5.43
Local Government Act 1995	s5.44	CEO	Any employee of the local government	Powers and duties of the CEO under the <i>Local Government Act 1995</i>	s5.44
Bush Fires Act 1954	s48	Council	CEO	Powers and duties of the Council under the <i>Bush Fires Act 1954</i>	s48
Cat Act 2011	s.44	CEO	Any employee of the local government	Powers and duties of the Council under the <i>Cat Act 2011</i>	s.45(6)
Local Planning Scheme No. 5	cl.82	Council	CEO	Powers under the Local Planning Scheme	s9.10

10.3.3

Legislation		Delegation From	Delegation To	Function	Restrictions
<i>Planning and Development Act 2005</i>	s16(3)	Commission	A local government, a committee established under the <i>Local Government Act 1995</i> or an employee of a local government	Functions of the Commission under the <i>Planning and Development Act 2005</i>	
<i>Strata Titles Act 1985</i>	s25 s27	Commission	A local government, a committee established under the <i>Local Government Act 1995</i> or an employee of a local government	Functions of the Commission under the <i>Planning and Development Act 2005</i>	
<i>Dog Act 1976</i>	s26	CEO	Any employee of the local government	The authority to determine applications on the keeping of three dogs under the <i>Dog Act 1976</i>	
<i>Main Roads Act 1930</i>	s33C	Council	CEO	All powers, duties and functions of local government under the <i>Main Roads Act 1930</i>	
<i>Food Act 2008</i>		Council	CEO	The authority to serve a prohibition order, register a food business and initiate proceedings under the <i>Food Act 2008</i> .	

10.3.3

Legislation		Delegation From	Delegation To	Function	Restrictions
<i>Building Act 2011</i>	s127	Council	CEO	The authority to approve or refuse to grant permits and issue building orders	
<i>Liquor Control Act 1988</i>	s39 s40	Council	CEO	The authority to approve or refuse to grant section 39 and section 40 certificates	

The Power Being Delegated

The second statutory requirement for an effective delegation is the existence of a power to be delegated. The power must be able to be exercised by the person or body wanting to delegate that power and it must be contained in legislation that has an associated power of delegation.

A range of different powers can be delegated. An important aspect of any delegation of power is certainty as to the power being delegated. The person or body delegating authority should clearly specify in the instrument of delegation the statutory power or duty being delegated. This will ensure that the person exercising delegated authority can be certain of the extent of authority conferred by the delegation. The statutory reference to the power being delegated should be included in the instrument of delegation.

Reviewing the above list, it is clear that there is a limited range of legislation under which powers can be delegated. There is no express provision for a local government to delegate its functions under any other legislation. However, this does not prohibit the local government from “acting through” its officers for the purpose of legislation and the manner in which this can be achieved is detailed below.

Standard Conditions of Delegation

Each power of delegation may be subject to its own conditions and these are noted in the above list. However, there are some broad conditions of delegation that are detailed as follows:

The Interpretation Act 1984

Sections 58 and 59 of the *Interpretation Act 1984* place restrictions upon the exercise of the power of delegation and effects of delegation; these sections apply to all delegations under written laws however they may be varied by the statute which provides the power of delegation.

58. Delegates, performance of functions by

Where under a written law the performance of a function by a person is dependent upon the opinion, belief, or state of mind of that person in relation to a matter and that function may be performed by the delegate upon the opinion, belief, or state of mind of the delegate in relation to that matter.

59. Power to delegate, construction of

- (1) *Where a written law confers power upon a person to delegate the exercise of any power or the performance of any duty conferred or imposed upon him under a written law –*
 - (a) *such a delegation shall not preclude a person so delegating from exercising or performing at any time a power or duty so delegated;*
 - (b) *such a delegation may be made subject to such conditions, qualifications, limitations or exceptions as the person so delegating may specify;*
 - (c) *if the delegation may be made only with the approval of some person, such delegation, and any amendment of the delegation, may be made subject to such conditions, qualifications, limitations or exceptions as the person whose approval is required may specify;*
 - (d) *such a delegation may be made to a specified person or to persons of a specified class, or may be made to the holder or holders for the time being of a specified officer or class of office;*
 - (e) *such a delegation may be amended or revoked by instrument in writing signed by the person so delegating;*
 - (f) *in the case of a power conferred upon a person by reference to the term designating an office, such a delegation shall not cease to have effect by reason only of a change in the person lawfully acting in or performing the functions of that office.*
- (2) *The delegation of a power shall be deemed to include the delegation of any duty incidental thereto or connected therewith and the delegation of a duty shall be deemed to include the delegation of any power incidental thereto or connected therewith.*
- (3) *Where under a written law an act or thing may or is required to be done to, by reference to or in relation to, a person and that person has under a written law delegated a relevant function conferred or imposed on him with respect to or in consequence of the doing of that act or thing, the act or thing shall be regarded as effectually done if done to, by reference to or in relation to the person to whom the function has been delegated.*

The Concept of 'Acting Through'

[Extracted from [DLGC Guideline No. 17 – Delegations](#)]

In addition to covering delegations, the *Local Government Act 1995* introduces the concept of “acting through.” In relation to delegations, section 5.45 of the Act states that nothing prevents a “local government from performing any of its functions by acting through a person other than the CEO” or “a CEO from performing any of his or her functions by acting through another person.”

While the Act does not specifically define the meaning of the term “acting through, it cites a key difference between a delegation and “acting through” in that a delegate exercises the delegated decision making function in his or her own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

For administrative purposes, a person may sign a letter in his or her own name on behalf of the CEO while, with delegated powers, the person would sign a letter in his or her own name, in accordance with the delegated authority.

An appropriate method for a council of a local government to make a decision which will be implemented by its officers, is for it to make a policy about particular functions that it performs. In that case there is no need for a delegation as it will be the role of the organisation to implement those policy decisions.

Register of Delegations

The *Local Government Act 1995* requires the Shire to maintain a register of the exercise of delegations. The register must include prescribed information detailing how delegated authority has been exercised in a range of circumstances. The requirement to record the prescribed information applies only to delegations made using the power of delegation under part of the *Local Government Act 1995* and does not extend to other legislation.

STANDARD CONDITIONS

Any person proposing to exercise a power under delegated authority shall comply with the following standard conditions of delegation:

1. Actual decisions relating to the matter delegated shall be made by the person nominated in the delegation. However it is understood that other staff may carry out administrative and technical work relating to those decisions.
2. Compliance with all relevant legislative requirements, Local Laws, Council Policies, resolutions of Council and the Business Management System Procedures.
3. Delegated authority cannot be exercised where a Financial Interest or an Interest Affecting Impartiality is evident.
4. It is a statutory requirement to maintain a record of each decision made under delegated authority. Documents relating to delegated authority decisions shall, as a minimum, record:
 - a. Date the decision was exercised;
 - b. Name of the Officer/Committee exercising the decision;
 - c. Description of how the person exercised the power or discharged the duty, including where appropriate, any directions to staff to carry out work associated with the decision unless those directions are included in Policies, Management Procedures or the Delegation Register;
 - d. Notation of the people or class of people directly affected by the decision (other than Council or Committee members or employees of the Shire).
5. Wherever possible the requirements of point 4 above shall be incorporated into administrative documents such as memos, file notes, cheque vouchers, etc.
6. Instruction is provided for each delegation on record keeping requirements.

LOCAL GOVERNMENT ACT 1995 DELEGATIONS TO CEO

DA01 – APPOINTMENT OF AUTHORISED OFFICERS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO</p>
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<p><i>Local Government Act 1995</i> Part 3, Division 3, Subdivision 2 s3.24 – Certain provisions about land s9.10 Appointment of authorised officers</p> <p><i>Cat Act 2011</i> s44 Delegation by local government</p> <p><i>Dog Act 1976</i> s10AA Delegation of local government powers and duties</p> <p><i>Food Act 2008</i> s122 Appointment of authorised officers</p> <p><i>Building Act 2011</i> s96(3) Authorised persons</p> <p>Litter Act 1979 s26 Authorised officers, appointment and jurisdiction of etc.</p> <p>Planning and Development Act 2005 s228 Giving infringement notice</p> <p>Control of Vehicles (Off-Road Areas) Act 1976 s5 Local government’s functions</p> <p>Health Act (Miscellaneous Provisions) 2011 s26 Powers of local government (subject to s28 Appointments to be approved)</p> <p>Bushfires Act 1954 s38 Local government may appoint bush fire control officer</p> <p>General Local Law 1997</p>

10.3.3

Cemetery Local Law 1997

Dogs Local Law 1997

Extractive Industries Local Law 1997

Katanning Airport Local Law 1997

Removal of Refuse, Rubbish & Disused Materials Local Law 1998

Health Local Law 1998

Public Health Act 2016 S.24(3) Power to designate Persons as Authorised Officers.

FUNCTION:

Appoint authorised officers in writing and issue certificates of authorisation to allow for the enforcement of the above Acts, associated Regulations and Local Laws.

CONDITIONS:

Must act in accordance with the Shire's "Standard Conditions Relating to Delegations".

Authorised Officers for the *Food Act 2008* must hold office as an environmental health officer under the *Health Act 1911*.

A power or duty under section 63, 64 or 65 of the *Cat Act 2011* cannot be delegated to an authorised person. The Shire is required, under s9.10(2) of the *Local Government Act 1995*, to issue each person so authorised a certificate and/or letter of authorisation. Authorised persons may be required to produce letter/certificate when exercising authorised functions.

RECORD KEEPING:

Record details of authorisations issued.

Ensure that evidentiary documents that meet the requirements of *Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))*, are retained in the Shire's record keeping systems.

REFERENCES:

Shire of Katanning Council Policy 3.5 – Statutory Appointments

COUNCIL AUTHORISATIONS:

Chief Executive Officer
Executive Manager Infrastructure & Assets
Environmental Health Officer
Shire Ranger

SUPPLEMENTARY CONDITON:

Above stated conditions apply.

POWER TO SUBDELEGATE:

Local Government Act 1995:

s5.44 CEO may delegate powers and duties to other employees.

CEO DELEGATION TO:

Authorised Officers

DA02 – POWERS OF ENTRY

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> Part 3, Division 3, Subdivision 3 – Powers of entry
FUNCTION:	To give effect to powers of entry as required in performing the functions of the <i>Local Government Act 1995</i> .
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Record decisions to enter property. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
REFERENCES:	Shire of Katanning Council Policy 3.5 – Statutory Appointments
COUNCIL AUTHORISATIONS:	Chief Executive Officer Executive Manager Infrastructure & Assets Environmental Health Officer Shire Ranger
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Authorised Officers

DA03 – ROAD CLOSURES – Temporary

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s3.50 Closing certain thoroughfares to vehicles s3.50 A Partial closure of thoroughfares for repairs or maintenance s3.51 Affected owners to be notified of certain proposals s3.52 Public access to be maintained and plans kept
FUNCTION:	All duties and functions described in the delegated sections of the <i>Local Government Act 1995</i> .
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Record decision to undertake a closure. Record advice to owners/occupiers. Record agreements for maintenance of private structures in public thoroughfares /places. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Infrastructure & Assets Works Supervisor
SUPPLEMENTARY CONDITIONS:	Above stated conditions apply.

DA04 – TENDERS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> Part 4 – regs. 11 to 24
FUNCTION:	To call tenders and set weighted criteria as outlined in the relevant legislation and this delegation. To authorise purchases and accept tenders in accordance with the conditions of this delegation.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Authorise purchases that are exempt from tendering regulations as outlined in regulation 11.2, excluding 2(d), of the <i>Local Government (Functions and General) Regulations 1996</i> , where the purchase value is no more than \$250,000 per annum. Accept tenders where there is a Council budget provision approved for the following: <ul style="list-style-type: none">▪ Annual supplies of a routine operational nature within budget amount and where the tender is for no greater than 5-years and no more than \$250,000 per annum;▪ Replacement plant, equipment, furniture and maintenance within a net (changeover) cost of less than \$250,000;▪ New plant, equipment, furniture and construction where the tender is for less than an amount of \$250,000 and within budget amount.▪ Goods or Services where a budget provision exists and the purchase value is under \$250,000. The Chief Executive Officer may reject tenders of any amount. Accept tenders relating to the disposal of impounded perishable and non-perishable goods in accordance with Section 3.47 of the <i>Local Government Act 1995</i>

10.3.3

Approve minor variations to the scope of work specified in a tender (up to a maximum of 10% of the total contract value) following the receipt of submissions but prior to entering into a contract

Where a tender is accepted with an option to extend the contract beyond the initial period, the Chief Executive Officer may exercise or decline that option.

To call, accept the short listing and if required reject all Expression of Interests.

RECORD KEEPING:

Maintain Tender Register, recording details of decisions under this delegation and insert links to relevant evidentiary documents.

Ensure that evidentiary documents that meet the requirements of *Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))*, are retained in the Shire's record keeping systems.

POWER TO SUBDELEGATE:

Local Government Act 1995

s5.44 CEO may delegate powers and duties to other employees.

CEO DELEGATION TO:

Executive Manager Corporate & Community

Executive Manager Infrastructure & Assets

SUPPLEMENTARY CONDITIONS:

Can **ONLY** call Tenders or Expressions of Interest and set weighted criteria where there is a Council budget provision approved and the product or service being sought is not considered to be extraordinary.

Can **ONLY** approve minor variations to the scope of work specified in a tender (up to a maximum of 10% of the total contract value) following the receipt of submissions but prior to entering into a contract

Can **ONLY** call Tenders or Expression of Interests relevant to the activities of the respective Executive Manager's division.

DA05 – ACQUISITION AND DISPOSAL OF LAND

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some Powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s3.58 (2) (3) Disposing of property
FUNCTION:	Undertake the function of acquiring and disposal of land, including lease and purchase.
CONDITIONS:	<p>Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.</p> <p>Acquire and dispose of ‘real property’, which is specifically identified within the Budget with a value of up to \$1,000,000.</p> <p>Acquire and dispose of a leasehold interest in property for a cumulative cost over the life of the lease of up to \$1,000,000.</p> <p>Manage lease / licence clauses, including but not limited to terminations, renewal options, assignments, subletting, and the establishment of special conditions or variations to payment schedules.</p> <p>Assignment of leases and licences is subject to appropriate Police Clearances and Credit Checks (where unsatisfactory refer to Council).</p>
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	CEO has exercised the right not to sub-delegate this delegation.

DA06 – DISPOSAL OF ASSETS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s3.58 Disposing of property <i>Local Government (Functions and General) Regulations 1996 –</i> reg.30(3) Dispositions of property excluded from Act s3.58
FUNCTION:	Dispose of assets surplus to the Shire’s operational needs.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Authorise the disposal of minor plant and assets with a depreciated value of not more than \$25,000 without the requirement for Council approval. Authorise the disposal of a plant item or asset with a depreciated value of no more than \$90,000 in accordance with the requirements of s3.58.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Corporate & Community
SUPPLEMENTARY CONDITIONS:	May dispose of surplus computer and related hardware with a depreciated value of up to \$5,000, in accordance with procedures to be developed and approved by the CEO.

DA07 – MUNICIPAL FUND/PROCEDURES AND PAYMENTS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.7 Municipal fund <i>Local Government (Financial Management) Regulations 1996</i> reg.11 Payments, procedures for making etc. reg.12 Payments from municipal fund or trust fund, restrictions on making
FUNCTION:	Make payments from the Municipal Fund in accordance with procedures.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
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CEO DELEGATION TO:	Executive Manager Corporate & Community Financial Accountant Executive Manager Infrastructure & Assets
SUPPLEMENTARY CONDITONS:	Authorise payments from the Municipal Fund (i.e. sign cheques, initiate and authorise electronic payments)

DA08 – TRUST FUND / PROCEDURES AND PAYMENTS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.9(3) Trust fund <i>Local Government (Financial Management) Regulations 1996</i> reg.12 Payments from municipal or trust fund, restrictions on making
FUNCTION:	Make payments from the Trust Fund in accordance with procedures.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Minute details of Council’s resolution to receive the Authorised Cheque Listing and retain Cheque Vouchers as evidence of decisions to make payments. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees
CEO DELEGATION TO:	Executive Manager Corporate & Community Financial Accountant Executive Manager Infrastructure & Assets
SUPPLEMENTARY CONDITIONS:	Above stated conditions apply.

DA09 – WAIVER OR CONCESSIONS - Granting

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.12(1)(b)(c) and (3) Power to defer, grant discounts, waive or write off debts
FUNCTION:	Waive or grant concessions in relation to money owed to the Shire. Write off money owed to the Shire. Determine the conditions to be applied to waive, grant a concession or write off money owed to the Shire.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Authorise a waiver, grant a concession or write off an amount of money owed to the Shire to a maximum value of \$500 GST exclusive. Write offs to be reported to Council on a monthly basis with the Sundry Debtors Listing. Write offs exclude instances where a debtor has been incorrectly charged.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	CEO has exercised the right not to sub-delegate this delegation.

DA10 – INVESTMENTS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996</i> reg.19 Investments, control procedures for
FUNCTION:	Money held in the municipal fund or the trust fund that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the <i>Trustees Act 1962</i> . Establish and document internal control procedures to ensure control over investments that enable the identification of the nature and location of all investments and the transactions related to each investment.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations” and in accordance with Council’s Policy 3.4 Investment of Surplus Funds
RECORD KEEPING:	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Corporate & Community Financial Accountant
SUPPLEMENTARY CONDITONS:	Establish and maintain procedures

DA11 – RECOVERY OF UNPAID RATES

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.56(1) Rates or service charges recoverable in court s6.60 Local government may require lessee to pay rent s6.64 Actions to be taken s6.69(2)(3) Right to pay rates, service charges and costs, and stay proceedings s6.74(1) Power to have land re-vested in the Crown if rates in arrears 3 years Schedule 6.2(1)[1] Provisions relating to lease of land where rates or service charges unpaid [Section 6.65] Schedule 6.3(1)[4] and (4)[1] Provisions relating to sale or transfer of land where rates or service charges unpaid [Section 6.68(3)]
FUNCTION:	<p>Undertake recovery of overdue unpaid rates, as well as the costs of proceedings, if any, for that recovery, incurred in a court of competent jurisdiction.</p> <p>As part of the legal recovery of rates and charges in court, documents such as summonses and warrants are required to be duly authorised.</p>
CONDITIONS:	<p>Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.</p> <p>Legal representation is limited by the <i>Magistrates Court (Civil Proceedings) Act 2004</i>.</p>
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
REFERENCES:	<i>Magistrates Court (Civil Proceedings) Act 2004 – Part 4</i>

POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Corporate & Community Financial Accountant
SUPPLEMENTARY CONDITIONS:	Above stated conditions apply.

DA12 – BANK ACCOUNTS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.6 Funds to be established <i>Local Government (Financial Management) Regulations 1996</i> reg.8 Separate bank etc. accounts required for some monies.
FUNCTION:	Maintain separate accounts with a bank or other financial institution for money required to be held in: <ul style="list-style-type: none"> ▪ the municipal fund; ▪ the trust fund; and ▪ reserve accounts.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Record details of accounts opened and maintained. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Corporate & Community Financial Accountant
SUPPLEMENTARY CONDITIONS:	Above stated conditions apply

DA13 – EXTENSION FOR RATE EXEMPTION APPLICATION

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government Act 1995</i> s6.76 Grounds of Objections
FUNCTION:	Determine an application to extend the time for lodging an objection to the rate record where an objection is to be made relating to a rates exemption in accordance with <i>s6.26 Rateable Land</i> beyond 42 days from the date of service of the rate notice.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Applications for an extension are to be made in writing. A recommendation on a rates exemption is to be referred to Council.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Corporate & Community Financial Accountant
SUPPLEMENTARY CONDITIONS:	Above stated conditions apply

DA14 – AUTHORISED OFFICERS – Variation of Meeting Date – Annual Electors Meeting

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	Local Government Act 1995 S5.27 Electors’ general meetings
FUNCTION:	Change the Annual Electors Meeting date should the need arise.
CONDITONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Record details of authorisations issued. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems
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POWER TO SUBDELEGATE:	Local Government Act 1995 S5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	CEO has exercised the right not to sub-delegate the Delegation.

DA27 – BEHAVIOUR COMPLAINTS OFFICER

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government (Model Code of Conduct) Regulations 2021</i> <i>Schedule 1 Model code of conduct Division 3 Behaviour cl. 11</i>
FUNCTION:	Authority to appoint 1 or more persons to receive complaints and withdrawals of complaints.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Appointment to the role of Behaviour Complaints Officer must be made in writing to the nominee for a defined period. The Chief Executive Officer is to consider the skills, knowledge and training required for the role when making an appointment.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems

POWER TO SUBDELEGATE: Nil

BUILDING ACT 2011**DA15 – BUILDING ACT 2011**

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Building Act 2011</i> s127 Delegation: special permit authorities and local governments
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Building Act 2011</i> The following Permit Authority functions as required by the <i>Building Act 2011</i> and subsidiary Regulations s20 Grant of building permit s21 Grant of demolition permit s22 Further grounds for not granting an application s27 Conditions imposed by permit authority s58 Grant of occupancy permit s62 Conditions imposed by permit authority s65 Extension of period of duration s110 Building orders s111 Notice of proposed building order other than building order (emergency) s117 Revocation of building order
FUNCTION:	The Authority to approve or refuse to grant permits and issue Building Orders:
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Notify Council of all refusals to grant Permits and Building Orders issued.

RECORD KEEPING: Any Permit granted or Building Order duly completed is sufficient record for the purposes of this Delegation.

Ensure that evidentiary documents that meet the requirements of *Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))*, are retained in the Shire's record keeping systems.

POWER TO SUBDELEGATE: *Building Act 2011*
s127 (6A) The CEO of a local government may delegate to any other local government employee.

CEO DELEGATION TO: Director Infrastructure & Development

SUPPLEMENTARY CONDITIONS: Above stated conditions apply with regards to:

- s110 Building orders
- s111 Notice of proposed building order other than building order (emergency)
- s117 Revocation of building order

CEO DELEGATION TO: Building Surveyor

SUPPLEMENTARY CONDITONS: Above stated conditions apply with regards to:

- s20 Grant of building permit (Certified)
- s20 Grant of building permit (Uncertified; within level of Building Surveying Practitioner Registration)
- s21 Grant of demolition permit
- s22 Further grounds for not granting an application
- s27 Conditions imposed by permit authority
- s58 Grant of occupancy permit
- s62 Conditions imposed by permit authority
- s65 Extension of period of duration
- s110 Building orders
- s111 Notice of proposed building order other than building order (emergency)
- s117 Revocation of building order

DA16 – VERGE PERMITS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> reg.6 Obstruction of public thoroughfare by things placed and left
FUNCTION:	Consider and issue Verge Permits, with or without conditions in accordance with the requirements of reg.6.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. In issuing permits, licences and approvals ensure the Code of Conduct requirements for ‘Quasi Judicial Role’ are applied.
RECORD KEEPING:	As per Building / Demolition Permits, a Verge Permit duly completed is sufficient record for the purposes of this Delegation. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	Executive Manager Infrastructure & Assets Building Surveyor
SUPPLEMENTARY CONDITIONS:	Above stated conditions apply.

LOCAL PLANNING SCHEME No 5

DA17 – DEVELOPMENT APPLICATIONS

POWER / DUTY ASSIGNED TO:	The Council
POWER TO DELEGATE:	<i>Local Planning Scheme No. 5</i> cl.82 Delegation of Functions
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<p><i>Local Planning Scheme No. 5, as amended:-</i></p> <p>Part 3 Zones and the Use of Land Part 4 General Development Requirements Part 5 – Special Control Areas</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2</i></p> <p>Part 7 Requirement for development approval Part 8 Applications for Development Approval Part 9 Procedure for dealing with applications for development approval Part 10 Enforcement and Administration</p>
FUNCTION:	<p>All powers of the Council contained in the sections and parts of Local Planning Scheme No. 5, as amended and delegated above.</p> <p>To determine applications for development under the Shire of Katanning’s Local Planning Scheme No. 5.</p> <p>To provide advice and recommend conditions relevant to applications for the amalgamation of lots and all forms of subdivision and survey strata referred to the Council by the Western Australian Planning Commission.</p> <p>To endorse deposited plans after the conditions of subdivision/amalgamation approval for which the Council is responsible have been fulfilled.</p>

10.3.3

To determine applications for development requiring retrospective Planning Approval

To determine applications involving minor variations to an adopted Local Planning Policy.

To determine applications involving minor variations to setback and Table 8 requirements of the Shire of Katanning Local Planning Scheme No. 5

CONDITIONS:

Must act in accordance with the Shire's "Standard Conditions Relating to Delegations".

This delegation must not be exercised by the delegated officer:

- Where project costs for new a development application exceeds \$5 million.
- Where development is proposed on reserved land, owned or within the care and control of the Council.
- Where the development and/or subdivision proposals have a strategic impact and as a result involve issues in which Council has a direct interest.
- Where significant variations to the Scheme are evident.
- Where the decision requires the exercise of any of the powers of the Council under Local Planning Scheme No. 5 clauses:
 - 18 Interpretation of the Zoning Table, sub-clause (4) (Uses Not Listed)
 - Clause 74, Part 9 of the Deemed provisions of P&D Regulations (2015) Approval Subject to Later Approval of Details

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RECORD KEEPING: Ensure that evidentiary documents that meet the requirements of *Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))*, are retained in the Shire's record keeping systems.

POWER TO SUBDELEGATE: *Local Government Act 1995*
s5.44 CEO may delegate powers and duties to other employees.

CEO DELEGATION TO: Executive Manager Infrastructure & Assets

SUPPLEMENTARY CONDITONS: Above stated conditions apply.

DA18 – DEVELOPMENT APPLICATIONS / MINOR VARIATIONS

POWER / DUTY ASSIGNED TO:	The Council.
POWER TO DELEGATE:	<i>Local Planning Scheme No.5</i> cl. 82 Delegations
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Planning Scheme No. 5, as amended:-</i> Part 3 Zones and the Use of Land Part 4 General Development Requirements <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Part 7 Requirement for development approval Part 8 Applications for Development Approval Part 9 Procedure for dealing with applications for development approval Part 10 Enforcement and Administration
FUNCTION:	To determine applications for development approval which involve minor variations to the “deemed to comply” provisions by using the performance criteria of the Residential Design Codes that require approval under Local Planning Scheme No.5
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. This delegation must not be exercised by the delegated officer: <ul style="list-style-type: none"> ▪ Where the development entails a variation to the Residential Design Codes that is considered by the Delegate to be significant; ▪ Where the development entails a variation to the Residential Design Codes that is considered by the Delegate to have the potential to negatively impact on the amenity of the locality; ▪ Where a formal objection has been lodged against the variation;

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- Where the height of the development exceeds two storeys;
- Where development is proposed on reserved land within the care and control of the Council;
- Where development proposals are considered by the Delegate to have a strategic impact and as a result involve issues in which Council has a direct interest.

Where the decision requires the exercise of any of the powers of the Council under clause 18 Interpretation of the Zoning Table (Uses Not Listed)

RECORD KEEPING:

Ensure that evidentiary documents that meet the requirements of *Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))*, are retained in the Shire's record keeping systems.

POWER TO SUBDELEGATE:

Local Planning Scheme No. 5 Clause 82 Planning Regs

CEO DELEGATION TO:

Executive Manager Corporate & Community
Executive Manager Infrastructure & Assets
Contract Planner

SUPPLEMENTARY CONDITIONS:

Above stated conditions apply.

DA19 – DEVELOPMENT APPLICATIONS - SHIRE DEVELOPMENTS ON RESERVED LAND

POWER / DUTY ASSIGNED TO:	The Council
POWER TO DELEGATE:	<i>Local Planning Scheme No.5</i> , as amended cl. 11.3 Delegation of Functions
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Local Planning Scheme No.5</i> , as amended Part 2 Reserves Part 3 Zones and the Use of Land Part 4 General Development Requirements <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Part 7 Requirement for development approval Part 8 Applications for Development Approval Part 9 Procedure for dealing with applications for development approval Part 10 Enforcement and Administration
FUNCTION:	Streamline the processing of development application proposals for developments to be undertaken by the Shire.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. The delegation must not be exercised by the delegated officer <u>unless</u> : <ul style="list-style-type: none"> ▪ The Shire is listed as an applicant; ▪ The development is on land owned or under the care and control of the Shire of Katanning; ▪ The works have been approved on the current annual budget; ▪ The value of the development is less than \$1,500,000. ▪ The development does not involve significant variations to the Scheme; and,

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- The decision does not require the exercise of any of the powers of the Council under Local Planning Scheme No. 5 clause
 - 18 Interpretation of the Zoning Table (Uses Not Listed)

RECORD KEEPING:

Ensure that evidentiary documents that meet the requirements of *Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))*, are retained in the Shire's record keeping systems.

POWER TO SUBDELEGATE:

Local Planning Scheme No. 5
Clause 11.3.2

CEO DELEGATION TO:

Executive Manager Corporate & Community
Executive Manager Infrastructure & Assets
Contract Planner

SUPPLEMENTARY CONDITONS:

Above stated conditions apply.

BUSH FIRES ACT 1954

DA20 – BUSH FIRES ACT – Powers and Functions

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Bush Fires Act 1954</i> s48 Delegation by local governments
DELEGATION TO:	Chief Executive Officer.
POWER / DUTY DELEGATED:	<i>Bush Fires Act 1954</i>
FUNCTION:	All powers, duties and functions of the local government under the <i>Bush Fires Act 1954</i> .
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Maintain records of activities and decisions made under this delegation. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems
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POWER TO SUBDELEGATE:	CEO has exercised the right not to sub-delegate this delegation.

MAIN ROADS ACT 1930**DA21 – MAIN ROADS – Control of Advertisements**

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Main Roads Act 1930</i> s33C Commissioner may delegate powers etc. under regulations to local government
DELEGATION TO:	Chief Executive Officer.
POWER / DUTY DELEGATED:	<i>Main Roads Act 1930</i>
FUNCTION:	All powers, duties and functions of the local government under the <i>Main Roads Act 1930</i> .
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Maintain records of activities and decisions made under this delegation. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems
POWER TO SUBDELEGATE:	CEO has exercised the right not to sub-delegate this delegation.

FOOD ACT 2008**DA22 – PROHIBITION ORDERS**

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<p><i>Food Act 2008</i></p> <p>s118 Functions of enforcement agencies and delegation</p> <p>s119 Conditions on performance of functions by enforcement agencies</p> <p>s120 Performance of functions by enforcement agencies and authorised officers</p>
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<p><i>Food Act 2008</i></p> <p>s65 Prohibition order</p> <p>s66 Certificate of clearance to be given in certain circumstances</p> <p>s67 Request for re-inspection</p>
FUNCTION:	<p>This delegation provides authority to:-</p> <ol style="list-style-type: none"> 1. Serve a prohibition order on the proprietor of a food business in accordance with s65 of the <i>Food Act 2008</i>; 2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any improvement notices; 3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
POWER TO SUBDELEGATE:	CEO has exercised the right not to sub-delegate this delegation.

DA23 – REGISTRATION OF FOOD BUSINESS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<p><i>Food Act 2008</i></p> <p>s118 Functions of enforcement agencies and delegation</p> <p>s119 Conditions on performance of functions by enforcement agencies</p> <p>s120 Performance of functions by enforcement agencies and authorised officers</p>
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<p><i>Food Act 2008</i></p> <p>s110 Registration of food business</p> <p>s112 Variation of conditions or cancellation of registration of food businesses.</p>
FUNCTION:	<p>The delegation provides the authority to:-</p> <ol style="list-style-type: none"> 1. Register a food business in respect of any premises for the purposes of Part 9 of the <i>Food Act 2008</i> and issue a certificate of registration; 2. After considering an application, determine to grant (with or without conditions) or refuse the application; 3. Vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the <i>Food Act 2008</i>.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.

POWER TO SUBDELEGATE:	CEO has exercised the right not to sub-delegate this delegation.
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DA24 – FOOD ACT 2008 - PROSECUTIONS

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Food Act 2008</i> s118 Functions of enforcement agencies and delegation s119 Conditions on performance of functions by enforcement agencies s120 Performance of functions by enforcement agencies and authorised officers
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Food Act 2008</i> s125 Institution of proceedings
FUNCTION:	The authority to institute proceedings for an offence under the <i>Food Act 2008</i> .
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”.
RECORD KEEPING:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	CEO has exercised the right not to sub-delegate this delegation.

LIQUOR CONTROL ACT 1988**DA25 – LIQUOR LICENSING – SECTION 39 CERTIFICATES**

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Liquor Control Act 1988</i> s39 Certificate of local government as to whether premises comply with laws
FUNCTION:	The authority to approve or refuse to grant section 39 Liquor Licensing Certificates.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Delegation provides authority to confirm premises comply with the requirements of the: <i>Health Act 1911, Food Act 2008</i> and any written law applying to the sewerage or drainage of those premises.
RECORD KEEPING:	Record details of certificates issued. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees
CEO DELEGATION TO:	CEO has exercised the right not to sub-delegate this delegation.

DA26 – LIQUOR LICENSING – SECTION 40 CERTIFICATES

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s5.42 Delegation of some Powers or duties to CEO s5.43 Limitations on delegations to CEO
DELEGATION TO:	Chief Executive Officer
POWER / DUTY DELEGATED:	<i>Liquor Control Act 1988</i> s40 Certificate of planning authority as to whether use of premises complies with planning laws
FUNCTION:	The authority to approve or refuse to grant section 40 Liquor Licensing Certificates.
CONDITIONS:	Must act in accordance with the Shire’s “Standard Conditions Relating to Delegations”. Delegation provides authority to confirm premises comply with the requirements of the <i>Planning and Development Act 2005</i> and Local Planning Scheme No. 5.
RECORD KEEPING:	Record details of certificates issued. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996 reg.19 Delegates to keep certain records (Act s5.46(3))</i> , are retained in the Shire’s record keeping systems.
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POWER TO SUBDELEGATE:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees.
CEO DELEGATION TO:	CEO has exercised the right not to sub-delegate this delegation.

LOCAL GOVERNMENT ACT 1995 DELEGATIONS TO COMMITTEES

DA50 – BEHAVIOUR COMPLAINTS COMMITTEE

POWER / DUTY ASSIGNED TO:	Local Government
POWER TO DELEGATE:	<i>Local Government Act 1995</i> s.5.16 Delegation of some powers and duties to certain committees
DELEGATION TO:	Behaviour Complaints Committee
POWER / DUTY DELEGATED:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> <i>Clause 12 Dealing with a complaint</i> <i>Clause 13 Dismissal of complaint</i>
FUNCTION:	<ol style="list-style-type: none"> 1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur [<i>MCC.cl.12(1) and (3)</i>]. In making any finding the Committee must also determine reasons for the finding [<i>MCC.cl.12(7)</i>]. 2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> a. take no further action [<i>MCC.cl.12(4(a))</i>]; or b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates [<i>MCC.cl.12(4)(b), (5) and (6)</i>]. 3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal [<i>MCC.cl.13(1) and (2)</i>].
CONDITIONS:	<ol style="list-style-type: none"> a. The Committee will make decisions in accordance with the principles and specified requirements established in Council Policy Code of Conduct Behaviour Complaints Management. b. That part of a Committee meeting which deals with a Complaint will be held behind closed doors in accordance with s.5.23(2)(b) of the Act. c. The Committee is prohibited from exercising this Delegation where a Committee Member in attendance at a Committee meeting is either the Complainant or Respondent to the Complaint subject of a Committee agenda item.

10.3.3

- d. In the event of (c) above, the Committee may resolve to defer consideration to a future meeting at which the conflicted Committee Member is absent and a Deputy Committee Member is in attendance.

NOTE TO CONDITIONS (C) AND (D): The purpose of this Condition is to require that a Committee Member who is identified as either the Complainant or Respondent is required to recuse Executive Manager Property and Assets themselves by notifying the Presiding Member of their intention to be an apology for the meeting at which the Complaint is an agenda item.

RECORD KEEPING:

Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

POWER TO SUBDELEGATE:

Nil
