



Australian Government

Department of Industry, Science,  
Energy and Resources

Department of Infrastructure,  
Transport, Regional Development  
and Communications

Business

business.gov.au

13 28 46

Delivered by AusIndustry™

## Grant Opportunity Guidelines

# Drought Communities Programme - Extension

<b>Opening date:</b>	September 2018
<b>Closing date:</b>	<ul style="list-style-type: none"><li>30 June 2019 for the 81 Eligible Councils announced in 2018</li><li>1 December 2019 for the 15 Eligible Councils announced in March 2019</li><li>1 June 2020 for the 14 Eligible Councils announced during the 2019 election campaign</li><li>1 June 2020 for the 12 Eligible Councils announced in September 2019</li><li>1 December 2020 for the 6 new Eligible Councils and 122 Existing Councils approved for further funding announced in November 2019</li><li>1 June 2021 for the 52 Eligible Councils announced in January 2020</li></ul>
<b>Commonwealth policy entity:</b>	Department of Infrastructure, Transport, Regional Development and Communications
<b>Administering entity</b>	Department of Industry, Science, Energy and Resources
<b>Enquiries:</b>	If you have any questions, contact us at <a href="https://business.gov.au">business.gov.au</a> .
<b>Date guidelines released:</b>	September 2018 and updated October 2018, March 2019, July 2019, November 2019, December 2019 and March 2020.
<b>Type of grant opportunity:</b>	Closed non-competitive

## Contents

<b>1. Drought Communities Programme processes</b>	<b>4</b>
<b>2. About the grant program</b>	<b>5</b>
<b>3. Grant amount and grant period</b>	<b>6</b>
3.1. Grants available	6
3.2. Project duration	7
<b>4. Eligibility criteria</b>	<b>7</b>
4.1. Who is eligible?	7
4.2. Eligible Councils	7
4.3. Additional eligibility requirements	7
<b>5. Eligible grant activities</b>	<b>7</b>
5.1. Eligible projects	7
5.2. Eligible activities	8
5.3. Eligible expenditure	8
5.4. Ineligible expenditure	8
<b>6. Project requirements</b>	<b>9</b>
6.1. Adverse Event Plans	9
<b>7. How to apply</b>	<b>10</b>
7.1. Attachments to the application	10
7.2. Timing of grant opportunity	10
<b>8. The selection process</b>	<b>11</b>
8.1. Final decision	11
<b>9. Notification of application outcomes</b>	<b>11</b>
<b>10. If your application is successful</b>	<b>11</b>
10.1. Grant agreement	11
10.2. Simple grant agreement	12
10.3. Project specific legislation, policies and industry standards	12
10.4. How we pay the grant	12
10.5. How we monitor your project	13
10.6. Final report	13
10.7. Ad-hoc report	13
10.8. Independent audit report	13
10.9. Compliance visits	13
10.10. Grant agreement variations	14
10.11. Keeping us informed	14
10.12. Evaluation	14
10.13. Tax obligations	15
10.14. Grant acknowledgement	15
10.15. Events	15

<b>11. Conflicts of interest .....</b>	<b>15</b>
11.1. Your conflict of interest responsibilities .....	15
11.2. Our conflict of interest responsibilities .....	15
<b>12. How we use your information .....</b>	<b>16</b>
12.1. How we handle your confidential information .....	16
12.2. When we may disclose confidential information .....	16
12.3. How we use your personal information .....	17
12.4. Public announcement.....	17
12.5. Freedom of information .....	17
<b>13. Enquiries and feedback.....</b>	<b>18</b>
<b>14. Glossary .....</b>	<b>18</b>
<b>Appendix A. Key dates for Eligible Councils.....</b>	<b>20</b>

# 1. Drought Communities Programme processes

## **The Drought Communities Programme is designed to achieve Australian Government objectives**

This grant opportunity is part of the above grant programme, which contributes to the Department of Infrastructure, Transport, Cities and Regional Development Outcome 3. The Department works with stakeholders to plan and design the grant programme according to the Commonwealth Grants Rules and Guidelines.



## **The grant opportunity opens**

Eligible Councils are invited to submit project proposals via an online application on [business.gov.au](https://business.gov.au). We will publish grant guidelines and applicant information on [business.gov.au](https://business.gov.au) and [GrantConnect](https://grantconnect.gov.au).



## **Invited Eligible Councils complete and submit a grant application**



## **We assess all grant applications**

We assess the applications for completeness and against all the eligibility criteria.



## **We make grant recommendations**

We provide advice to the decision maker on the merits of each application.



## **Grant decisions are made**

The Program Delegate decides which applications are successful taking into consideration the proper use of public resources.



## **We notify you of the outcome**

We advise you of the outcome of your application.



## **We enter into a grant agreement**

We will enter into a grant agreement with successful Eligible Councils.



## **Delivery of grant**

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



## **Evaluation of the Drought Communities Programme grant opportunity**

We evaluate the specific grant activity and Drought Communities Programme as a whole. We base this on information you provide to us and that we collect from various sources.

## 2. About the grant program

The extension of the Drought Communities Programme (the program) will provide total funding of \$301 million over three years from 2018-19 to Eligible Councils to deliver immediate economic stimulus and other benefits to targeted drought-affected regions of Australia. The program will support local community infrastructure and other drought relief projects for communities who have been impacted by drought.

The objectives of the program are to deliver support to targeted drought-affected regions of Australia by funding:

- local community infrastructure and
- other drought relief projects.

Funding will target infrastructure and other projects that:

- provide employment for people whose work opportunities have been impacted by drought
- stimulate local community spending
- use local resources, businesses and suppliers
- provide a long-lasting benefit to communities and the agricultural industries on which they depend.

The intended outcomes of the program are to, within a three year timeframe:

- increase employment in regions by providing work for locals and/or farmers and farm labourers/staff/contractors whose employment opportunities have been affected by drought
- improve levels of economic activity in regions
- increase productivity in regions
- enable better retention of businesses, services and facilities.

The Department of Industry, Science, Energy and Resources (the department/we) is responsible for administering the grant opportunity on behalf of the Department of Infrastructure, Transport, Cities and Regional Development.

We will publish the [opening and closing dates](#) and any other relevant information on [business.gov.au](http://business.gov.au)<sup>1</sup> and [GrantConnect](#)<sup>2</sup>.

We administer the program according to the Commonwealth Grants Rules and Guidelines (CGRGs)<sup>3</sup>.

This document sets out:

- the eligibility criteria
- how we consider and assess grant applications
- how we monitor and evaluate grantees
- responsibilities and expectations in relation to the grant opportunity.

We have defined key terms used in these guidelines in Appendix A.

---

<sup>1</sup> <https://www.business.gov.au/assistance/drought-communities-programme>

<sup>2</sup> <http://www.grants.gov.au/>

<sup>3</sup> <https://www.finance.gov.au/sites/default/files/commonwealth-grants-rules-and-guidelines.pdf>

You should read this document carefully before you fill out an application.

## 3. Grant amount and grant period

### 3.1. Grants available

The Australian Government has announced a total of \$301 million over three years from 2018-19. Program funding is capped and once that ceiling is reached, no other approvals are possible without a further consideration of the program parameters by the Australian Government.

Eligible Councils can receive funding for projects up to a maximum of \$1 million per announcement of funding (see announcements in Appendix A).

The maximum available funding for Eligible Councils announced in January 2020 is in two tiers:

- Tier one – maximum funding available up to \$1 million
- Tier two – maximum funding available up to \$500,000.

The tiers are determined by the population size of the eligible council.

Refer to list of Eligible Councils on [business.gov.au](http://business.gov.au) and [GrantConnect](#).

The grant amount will be up to 100 per cent of eligible project costs (grant percentage).

- The minimum grant amount per application is \$25,000
- Applications can include multiple unrelated activities up to the total funding amount available per Eligible Council.

Eligible Councils announced for funding up to and including September 2019 may submit more than one application. Eligible Councils announced for funding from November 2019 may only submit one application.

Co-funding from Eligible Councils is not mandatory, but you may access other funding for the project. Cash funding or in-kind support can be provided by any organisation including, but not limited to, the Eligible Council, state government, not-for-profit organisations and private sector companies.

Funding can also form one component of a larger package of Australian Government funding, noting that other funding needs to meet the eligibility criteria of the program from under which it is funded. For example, eligible fencing projects may be part funded under the [Pest Animal and Weed Management Program](#)<sup>4</sup>, and eligible road projects may be part funded under the [Roads to Recovery Program](#)<sup>5</sup>.

Funding under this grant opportunity cannot be considered to be part of, or all of, a Council's contribution to projects under the Bridges Renewal Programme, the National Stronger Regions Fund, the Building Better Regions Fund, the Regional Growth Fund or the Heavy Vehicle Safety and Productivity Programme.

If your project is dependent on funding from other sources, you must identify these sources and include their level of agreed support.

---

<sup>4</sup> <http://www.agriculture.gov.au/>

<sup>5</sup> <https://infrastructure.gov.au/>

### 3.2. Project duration

Projects can commence from the date of the Eligible Council's relevant funding announcement. The list of funding announcement dates, the earliest date for project commencement and the date by which projects must be completed is at Appendix A.

Eligible Councils that can demonstrate they have experienced extenuating circumstances may request an extension of the project period no more than three months beyond their expected project completion date (refer Appendix A), or as otherwise agreed.

The program ends on 30 June 2021.

## 4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

### 4.1. Who is eligible?

To be eligible you must

- have an Australian Business Number (ABN) and
- be an Eligible Council, listed on [business.gov.au](https://business.gov.au) and [GrantConnect](#); or
- be invited to apply by the Minister.

### 4.2. Eligible Councils

Eligible Councils that can receive funding under the program are those specified by the Minister responsible for Drought. Eligible councils are listed on [business.gov.au](https://business.gov.au) and [GrantConnect](#).

For the purposes of the program, we consider an incorporated organisation that provides council-like services and functions in Far West New South Wales and Far North South Australia, for example, the Regional Development Australia Far West or the Outback Communities Authority, to be Eligible Councils.

The Minister responsible for Drought, in consultation with the Prime Minister and the Minister for Agriculture can consider approving further Eligible Councils under the program, at their discretion.

The program does not create an entitlement for all drought-affected Councils to receive funding under the program.

### 4.3. Additional eligibility requirements

We can only accept applications:

- submitted by the Chief Executive Officer of an Eligible Council or other council officer authorised to sign a grant agreement
- that include a declaration that you will comply with specific regulatory requirements as outlined in section 10.3.

## 5. Eligible grant activities

### 5.1. Eligible projects

To be eligible your project must:

- be located in an Eligible Council area
- meet project requirements, see section 6

- include eligible activities and eligible expenditure
- have at least \$25,000 per application in eligible expenditure
- be undertaken in the project period and completed by the date stipulated in section 3.1.

## 5.2. Eligible activities

Eligible activities must directly relate to the project and can include:

- repairs, maintenance, upgrading or building new community facilities
- repairs, maintenance, upgrades, construction and fit-out of community spaces
- employing local contractors to undertake repairs and maintenance
- holding events
- undertaking other drought relief activities (including water carting for human consumption) that benefit the community
- development of an Adverse Event Plan.

## 5.3. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

Eligible expenditure items may include the cost of:

- suppliers, consultants and contracted labour undertaking eligible project activities
- materials required to deliver eligible project activities
- purchasing, leasing or hiring equipment required to deliver eligible project activities
- holding events and
- other drought relief activities (including water carting for human consumption)

Not all expenditure on your project may be eligible for grant funding. The Program Delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

You must incur the project expenditure between the project start and end date for it to be eligible, unless stated otherwise. Refer to Appendix A for project start and end dates. Extenuating circumstances may be considered on a case-by-case basis. We will not be responsible for any expenditure you incur until a grant agreement is executed.

## 5.4. Ineligible expenditure

Examples of ineligible expenditure include:

- payment of salaries for existing staff or contractors, although projects may be carried out by existing workforces
- computer software or hardware that is not an integral part of the funded capital project
- a council's core or business-as-usual operations, which council rates and other government funding usually funds
- purchases of land, buildings, vehicles or mobile capital equipment (e.g. trucks and earthmoving equipment)
- expenditure incurred prior to the project start date (refer to Appendix A)
- undertaking studies or investigations, or

- the development of private or commercial ventures, including licensed areas of registered clubs.

This list is not exhaustive and applies only to the expenditure of the grant funds. Other costs may be ineligible where we decide that they do not directly support the achievement of the planned outcomes for the project or are contrary to the objective of the program.

You must ensure you have adequate funds to meet the costs of any ineligible expenditure associated with the project.

## 6. Project requirements

Each project must meet at least one of the following project requirements.

### **The project is expected to lead to the employment of locals**

- the extent to which farmers and/or farm labourers/staff/contractors are expected to be employed
- how the project is expected to lead to the employment of locals and over what period of time they are expected to be employed
- the employment expected to be created beyond the immediate construction phase of the project and into the longer-term
- the indirect employment expected to be created through the potential flow-on effects to local businesses, suppliers, and services.

### **The project is expected to contribute to the economic activity of communities/regions**

- local businesses, suppliers and services are expected to be used to complete the projects
- the project will encourage investment, business activities and other economic benefits to communities/regions.

### **The project is expected to lead to the retention of businesses, services and facilities**

- the benefits that should be delivered as a result of the project, such as increased tourism, increased trade for local businesses, improved services resulting from enhanced facilities
- the number of people that are expected to benefit from the approved project.

#### 6.1. Adverse Event Plans

Eligible Councils, publicly announced from 1 July 2019, must submit an Adverse Event Plan with their final project report.

Eligible Councils without an Adverse Event Plan already in place can use part of their funding under the program to develop an Adverse Event Plan.

Eligible Councils must develop an Adverse Event Plan which meets the needs of their community, and give consideration to the following:

- natural resource management (i.e. managing water supply, ground cover, trees, erosion, biodiversity)
- economic diversification and community resilience (i.e. infrastructure planning, tourism investment, diversifying local industries, capacity building for local leadership)
- communication and coordination (i.e. how to let people know what's available – now, and in the future; how do you communicate in hard times and for recovery).

## 7. How to apply

Before applying, you should read and understand these guidelines, the sample [application form](#) and the sample [grant agreement](#) published on [business.gov.au](#) and [GrantConnect](#).

You will need to set up a user account to access our online portal. The portal allows you to apply for and manage grants in secure online environment.

To apply, you must:

- be listed as an Eligible Council or invited by the Minister to submit an application
- complete the online application form through the portal
- provide all the information requested
- address all eligibility criteria
- include all necessary attachments.

We may ask you to justify your project costs. You should have evidence for the costs that you include in your project budget that you can provide on request.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code 1995* (Cth). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

If you need further guidance around the application process or if you are unable to submit an application online [contact us](#) at [business.gov.au](#) or by calling 13 28 46.

### 7.1. Attachments to the application

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

### 7.2. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. Refer to Appendix A.

## 8. The selection process

We will assess your application for completeness and against all the eligibility criteria. To be recommended for funding, your project must meet all eligibility criteria as these projects provide the best value for money.

If the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors. You may be asked to submit an updated proposal.

You may withdraw your application at any time.

### 8.1. Final decision

The Program Delegate (an AusIndustry senior responsible officer with responsibility for the program), decides which grants to approve taking into account the application assessment and the availability of grant funds.

The Program Delegate's decision is final in all matters, including:

- the approval of applications for funding
- the amount of grant funding awarded
- the terms and conditions of funding.

We cannot review decisions about the merits of your application.

## 9. Notification of application outcomes

If you are successful, you will receive a written offer, including any specific conditions attached to the grant.

If you are unsuccessful, we will notify you in writing and give you an opportunity to discuss the outcome with us.

## 10. If your application is successful

### 10.1. Grant agreement

You must enter into a grant agreement with the Commonwealth. We will use the Commonwealth simple grant agreement for this program. A sample [grant agreement](#) is available on [business.gov.au](http://business.gov.au) and [GrantConnect](#).

We will manage the grant agreement through the portal. Accepting the grant agreement through the portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the Commonwealth Government have entered into the grant agreement. We will notify you when this happens and a copy of the executed grant agreement will be available through the portal. The grant agreement will not become binding until it is executed.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any expenditure you incur before a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Program Delegate. We will identify these in the offer of funding.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

## 10.2. Simple grant agreement

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth ('execute' means both you and the Commonwealth have signed the agreement). During this time, we will work with you to finalise details. The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Program Delegate.

## 10.3. Project specific legislation, policies and industry standards

You are required to be compliant with all relevant laws and regulations.

Under State and Territory legislation, it is a requirement for people in roles that have direct, unsupervised contact with children to undertake a working with children/vulnerable people check.

You are responsible for ensuring that you have met relevant State or Territory legislation obligations related to working with children and/or vulnerable people, and that any person that has direct, unsupervised contact with children as part of a project under this program, has undertaken and passed a working with children/vulnerable people check, if required under relevant State or Territory legislation. You are also responsible for assessing the suitability of the people you engage as part of your project to ensure children are kept safe.

We do not provide advice on working with children/vulnerable people legislation, and you are responsible for seeking your own advice from the authority in your relevant State or Territory.

In addition, you will need to complete a risk assessment to identify the level of responsibility for children and the level of risk of harm or abuse, and put appropriate strategies in place to manage those risks. You will also need to establish a training and compliance regime to ensure staff are aware of, and comply with, the risk assessment requirements as well as relevant legislation.

To be eligible, you must declare in your application that you comply with these requirements. You will need to declare you can meet these requirements in your grant agreement with the Commonwealth.

## 10.4. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)
- any in-kind contributions you will make
- any additional financial contribution provided by you or a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make an initial payment on execution of the grant agreement. We will make subsequent payments in advance, based on your forecast eligible expenditure as you achieve agreed milestones and adjusted for unspent amounts from previous payments. Payments are subject to satisfactory progress on the project.

We set aside 10 per cent of the total grant funding for the final payment. We will pay this when you submit a satisfactory final report demonstrating you have completed outstanding obligations for the project. We may need to adjust your progress payments to align with available program funds

across financial years and/or to ensure we retain a minimum 10 per cent of grant funding for the final payment.

The Program Delegate may approve alternative arrangements on a discretionary basis.

### 10.5. How we monitor your project

You must submit reports through the portal in line with the grant agreement. We will provide sample templates for these reports as appendices in the grant agreement. You will also be able to download them from [business.gov.au](http://business.gov.au) and [GrantConnect](#). We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

### 10.6. Final report

When you complete the project, you must submit a final report.

Final reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- be submitted by the report due date
- be in the format provided in the grant agreement.

Eligible Councils, publicly announced from 1 July 2019, must submit an Adverse Event Plan with their final project report.

### 10.7. Ad-hoc report

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

### 10.8. Independent audit report

We may ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is attached to the sample grant agreement.

### 10.9. Compliance visits

We may visit you during the project period, or at the completion of your project, to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. For large or complex projects, we may visit you after you finish your project. We will provide you with reasonable notice of any compliance visit.

## 10.10. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement through the portal, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum project period referred to in section 3.2.
- changing project activities

Note the program does not allow for:

- an increase of grant funds (above the maximum available funding amount identified in section 3.1).

If you want to propose changes to the grant agreement, you must put them in writing before the grant agreement end date. We can provide you with a variation request template.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

## 10.11. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend.

## 10.12. Evaluation

We will evaluate the program to determine the extent to which the funded activity is contributing to the program objectives and outcomes. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes. We may contact you up to one year after you finish your project for more information to assist with this evaluation.

### 10.13. Tax obligations

In accordance with the terms of Australian Taxation Office ruling GSTR 2012/2, payments made under the program, which are payments made by a government related entity to another government related entity, do not attract GST. Consequently, funding sought by Eligible Councils in their proposal(s) must exclude the GST component on goods and services and the payments made to Eligible Councils will not include GST.

### 10.14. Grant acknowledgement

If you make a public statement about a project funded under the program we require you, at a minimum, to acknowledge the grant by using the following:

‘This project received grant funding from the Australian Government.’

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant. These details will be outlined in the grant agreement.

### 10.15. Events

We will require you to notify us of events relating to your project and provide opportunity for the Minister or their representative to attend. These requirements will be outlined in your grant agreement.

## 11. Conflicts of interest

### 11.1. Your conflict of interest responsibilities

A conflict of interest will occur if your private interests conflict with your obligations under the grant. Conflicts of interest could affect the awarding or performance of your grant. A conflict of interest can be:

- real (or actual)
- apparent (or perceived)
- potential.

We will ask you to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

If you later identify that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to your grant, you must inform us in writing immediately.

### 11.2. Our conflict of interest responsibilities

We recognise that conflicts of interest may arise with our staff, technical experts, and others delivering the program between:

- their program duties, roles and responsibilities and
- their private interests.

We manage our conflicts of interest according to the APS Code of Conduct (section 13 (7) of the *Public Service Act 1999* (Cth)). We publish our [conflict of interest policy<sup>6</sup>](#) on the department's website.

Program officials must declare any conflicts of interest. If we consider a conflict of interest is a cause for concern, that official will not take part in the assessment of relevant applications under the program.

## 12. How we use your information

Unless the information you provide to us is:

- confidential information as per 12.1, or
- personal information as per 12.3,

We may share the information with other government agencies for a relevant Commonwealth purpose such as:

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

### 12.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

### 12.2. When we may disclose confidential information

We may disclose confidential information:

- to our Commonwealth employees and contractors, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

---

6

<https://www.industry.gov.au/AboutUs/InformationPublicationScheme/Ourpolicies/Documents/Conflict-of-Interest-and-Inside-Trade-Expectations-Policy.pdf>

### 12.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)<sup>7</sup> on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

### 12.4. Public announcement

We will publish non-sensitive details of successful projects on GrantConnect and business.gov.au. We are required to do this by the *Commonwealth Grants Rules and Guidelines* and the [Australian Government Public Data Policy Statement](#)<sup>8</sup>, unless otherwise prohibited by law. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

We publish this information to ensure open access to non-sensitive data within Australian Government agencies to enable greater innovation and productivity across all sectors of the Australian economy.

### 12.5. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

---

<sup>7</sup> <http://www.industry.gov.au/Pages/PrivacyPolicy.aspx>

<sup>8</sup> <http://www.dpmc.gov.au/resource-centre/data/australian-government-public-data-policy-statement>

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

## 13. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

Head of Division  
AusIndustry - Support for Business  
Department of Industry, Innovation and Science  
GPO Box 2013  
CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](#)<sup>9</sup> with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

## 14. Glossary

Term	Definition
Adverse Event Plan	A plan developed in consultation with local stakeholders which aims to build local leadership and community capacity to adapt and cope with chronic stresses and acute shocks. The plan should look to improve preparation, management and recovery from those events. Planning for drought should consider water supply and quality, projects to buoy the local economy and maintain community cohesion and drought support coordination.
Application form	The details that applicants provide in the online portal to apply for funding under the grant opportunity.
AusIndustry	The division of the same name within the department.

---

<sup>9</sup> <http://www.ombudsman.gov.au/>

Term	Definition
Eligible Council	A council that is eligible to apply for funding under the program as published on business.gov.au and GrantConnect.
Department	The Department of Industry, Innovation and Science.
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.2.
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.3.
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
Grantee	The recipient of grant funding under a grant agreement.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.
Minister	The Commonwealth Minister responsible for Drought.
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> <li>a. whether the information or opinion is true or not; and</li> <li>b. whether the information or opinion is recorded in a material form or not.</li> </ol>
Program Delegate	An AusIndustry senior responsible officer within the department with responsibility for the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.

## Appendix A. Key dates for Eligible Councils

The table below sets out the date of Eligible Councils' funding announcement, the date from which projects can commence, closing date for applications and the date by which projects should be completed.

<b>Date of funding announcement</b>	<b>Eligible Councils</b>	<b>Earliest start date of project*</b>	<b>Closing date for applications</b>	<b>Date by which projects should be completed</b>
Prior to 1 August 2018 and during October 2018	81 councils	19 August 2018	30 June 2019	30 June 2019
March 2019	15 councils	19 August 2018	1 December 2019	31 December 2019
During 2019 election campaign	14 councils	11 April 2019	1 June 2020	30 June 2020
During September 2019	12 councils	27 September 2019	1 June 2020	30 June 2020
During November 2019	128 councils	7 November 2019	1 December 2020	31 December 2020
January 2020**	52 councils	28 January 2020	1 June 2021	30 June 2021

\* For any projects contracted at 19 December 2019, the earliest start date for these projects was 19 August 2018.

\*\*The maximum available funding for eligible councils announced in January 2020 is determined based on two tiers:

- Tier one – up to \$1 million
- Tier two – up to \$500,000.

Eligible councils (including tiers) are listed on [business.gov.au](http://business.gov.au) and [GrantConnect](#).



Shire of  
**Katanning**  
Heart of the Great Southern

List of Accounts Paid  
April 2020



Heart of the Great Southern

## Schedule of Accounts Paid - April 2020

### Cheque Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
1 42317	08/04/2020	SHIRE OF KATANNING			120.00
INV DEDUCTION	01/04/2020	SHIRE OF KATANNING	Payroll Deductions	72.00	
INV DEDUCTION	01/04/2020	SHIRE OF KATANNING	Payroll Deductions	48.00	
2 42318	08/04/2020	ZANYACS			130.00
INV 35	02/04/2020	ZANYACS	COMMUNITY DEVELOPMENT Youth Packages	30.00	
INV 34	02/04/2020	ZANYACS	COMMUNITY DEVELOPMENT Youth Packages	100.00	
3 42319	17/04/2020	SHIRE OF KATANNING			394.20
INV KA201920038	17/04/2020	SHIRE OF KATANNING	PIESSE PARK KCC Building Permit Fee	394.20	
4 42320	24/04/2020	SHIRE OF KATANNING			116.00
INV DEDUCTION	15/04/2020	SHIRE OF KATANNING	Payroll Deductions	72.00	
INV DEDUCTION	15/04/2020	SHIRE OF KATANNING	Payroll Deductions	44.00	
5 42321	30/04/2020	SHIRE OF KATANNING			388.10
INV ADMIN PETTY 1603/2804	28/04/2020	SHIRE OF KATANNING	ADMIN PETTY CASH 160320 - 280420	272.10	
INV DEDUCTION	29/04/2020	SHIRE OF KATANNING	Payroll Deductions	72.00	
INV DEDUCTION	29/04/2020	SHIRE OF KATANNING	Payroll Deductions	44.00	
				<b>Cheque Total</b>	<b>\$ 1,148.30</b>

### EFT Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
6 PAY	1/04/2020	PAYROLL	Payroll PAY 20	108,872.77	
7 EFT29676	03/04/2020	CONNECT TECHNOLOGY AUSTRALIA			687.50
INV 90540	03/04/2020	CONNECT TECHNOLOGY AUSTRALIA	SOFTWARE SUBSCRIPTIONS SOFTPHONE LICENSING	687.50	
8 EFT29677	08/04/2020	NEWGROUND WATER SERVICES PTY LTD			101,685.65
INV 00001008	29/03/2020	NEWGROUND WATER SERVICES PTY LTD	PIESSE LAKE RECYCLED WATER IRRIGATION CLAIM 1	101,685.65	
9 EFT29678	08/04/2020	DAVID KENTISH			25.00
HF REIMBURSEMENT 20	19/03/2020	DAVID KENTISH	HARMONY FESTIVAL REIMBURSEMENT 2020	25.00	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
10 EFT29679	08/04/2020	ABC DISTRIBUTORS WA			4,014.56
INV 141441	13/03/2020	ABC DISTRIBUTORS WA	CLEANING COVID-19 PREVENTION	3,933.16	
INV 142195	25/03/2020	ABC DISTRIBUTORS WA	ADMIN COVID-19 BLUE GLOVES	52.80	
INV 141636	02/04/2020	ABC DISTRIBUTORS WA	CLEANING COVID-19 PREVENTION	28.60	
11 EFT29680	08/04/2020	DEPARTMENT OF PRIMARY INDUSTRIES & REGIONAL DEVELOPMENT (FORMERLY DAFWA)			70,198.09
INV SOIL CONSERVATION	03/04/2020	DEPARTMENT OF PRIMARY INDUSTRIES & REGIONAL DEVELOPMENT (FORMERLY DAFWA)	SOIL CONSERVATION CHARGE 19/20	70,198.09	
12 EFT29681	08/04/2020	WESTRAD ENTERPRISES PTY LTD TRADING AS ALBANY RADIO COMMUNICATIONS			855.03
INV 01218151	24/03/2020	WESTRAD ENTERPRISES PTY LTD TRADING AS ALBANY RADIO COMMUNICATIONS	BUSHFIRE BRIGADE MOVEMENT OF RADIO BETWEEN VEHICLES	855.03	
13 EFT29682	08/04/2020	AMPAC DEBT RECOVERY (WA) PTY LTD			220.00
INV 64179	31/03/2020	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT RECOVERY EXPENSES MARCH 20	220.00	
14 EFT29683	08/04/2020	ANISH PEEDIKAYIL PUNNOOSE			6,007.50
INV 07	31/03/2020	ANISH PEEDIKAYIL PUNNOOSE	PUBLIC AMMENITIES CLEANING MARCH 2020	6,007.50	
15 EFT29684	08/04/2020	AUSTRALIAN TAXATION OFFICE			30,393.00
INV PAYG 20	01/04/2020	AUSTRALIAN TAXATION OFFICE	PAYG FOR PAY 20 190320 - 010420	30,393.00	
16 EFT29685	08/04/2020	BEST OFFICE SYSTEMS			679.87
INV 0123715170	30/03/2020	BEST OFFICE SYSTEMS	COMMUNITIES YOUTH BAGS COVID -19	679.87	
17 EFT29686	08/04/2020	BGL SOLUTIONS			784.21
INV 0003385	23/03/2020	BGL SOLUTIONS	AAPG GROUNDS MAINTENANCE	784.21	
18 EFT29687	08/04/2020	DENISE GALLANAGH WOOD			55.30
INV 06/04/2020	06/04/2020	DENISE GALLANAGH WOOD	HARMONY FESTIVAL CATERING POLICE BAND REIMBURSEMENT	55.30	
19 EFT29688	08/04/2020	EDWARDS MOTORS PTY LTD			576.45
INV GMCSK131636	25/03/2020	EDWARDS MOTORS PTY LTD	KA00 24000KM SERVICE 2020	576.45	
20 EFT29689	08/04/2020	EXECUTIVE MEDIA PTY LTD			950.00
INV 161983	05/02/2020	EXECUTIVE MEDIA PTY LTD	TOURISM AND AREA PROMOTION CARAVANNING AUSTRALIA AUTUMN 2020	950.00	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>21</b> EFT29690	08/04/2020	RAY FORD SIGNS			3,407.03
INV 11684	11/03/2020	RAY FORD SIGNS	HARMONY FESTIVAL SOCIAL MEDIA PHOTO PROPS	1,079.10	
INV 11684	11/03/2020	RAY FORD SIGNS	HARMONY FESTIVAL SOCIAL MEDIA PHOTO PROPS	635.58	
INV 11703	26/03/2020	RAY FORD SIGNS	REFUSE SITE BALANCE SIGN	918.17	
INV 11722	03/04/2020	RAY FORD SIGNS	ADVERTISING FACILITY CLOSURE SIGNAGE COVID-19	180.84	
INV 11721	03/04/2020	RAY FORD SIGNS	ADVERTISING FACILITY CLOSURE SIGNAGE COVID-19	593.34	
<b>22</b> EFT29691	08/04/2020	GREAT SOUTHERN WEEKENDER			1,485.00
INV 26020	20/02/2020	GREAT SOUTHERN WEEKENDER	HARMONY FESTIVAL ADVERTISING 2020	385.00	
INV 26159	27/02/2020	GREAT SOUTHERN WEEKENDER	HARMONY FESTIVAL ADVERTISING KAT/KOJO 2020	550.00	
INV 26382	05/03/2020	GREAT SOUTHERN WEEKENDER	HARMONY FESTIVAL ADVERTISING 2020	550.00	
<b>23</b> EFT29692	08/04/2020	HANSON CONSTRUCTION MATERIALS PTY LTD			11,688.84
INV 72552259	24/03/2020	HANSON CONSTRUCTION MATERIALS PTY LTD	PIESSE LAKE ROCK DELIVERY	8,250.29	
INV 72557680	26/03/2020	HANSON CONSTRUCTION MATERIALS PTY LTD	PIESSE LAKE ROCK DELIVERY	3,438.55	
<b>24</b> EFT29693	08/04/2020	JANELLE NEHME			1,200.00
INV 23/03/2020	23/03/2020	JANELLE NEHME	HARMONY FESTIVAL ENTERTAINMENT 40 HOURS WORK	1,200.00	
<b>25</b> EFT29694	08/04/2020	J P PROMOTIONS PTY LTD			149.00
INV 20127	01/04/2020	J P PROMOTIONS PTY LTD	UNIFORMS POLOS	149.00	
<b>26</b> EFT29695	08/04/2020	KATANNING DISTRICTS CARPET CARE			308.00
INV 90	26/03/2020	KATANNING DISTRICTS CARPET CARE	KLC SPRIGG BAR STEAM CLEANING	308.00	
<b>27</b> EFT29696	08/04/2020	KATANNING GLAZING & SECURITY			70.00
INV 17074	03/04/2020	KATANNING GLAZING & SECURITY	AMHERST UNIT 10 LOCK MAINTENANCE	70.00	
<b>28</b> EFT29697	08/04/2020	KATANNING PLANT HIRE			2,387.00
INV 4175	07/04/2020	KATANNING PLANT HIRE	REFUSE SITE SUPPLY CONCRETE GATE	2,387.00	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>29</b> EFT29698	08/04/2020	KNIGHTLINE COMPUTERS			318.95
INV 00007396	26/03/2020	KNIGHTLINE COMPUTERS	GOVERNANCE ICT IPHONE REPAIR	80.00	
INV 00007400	26/03/2020	KNIGHTLINE COMPUTERS	GOVERNANCE ICT HARDWARE 250G DRIVE	238.95	
<b>30</b> EFT29699	08/04/2020	KATANNING H HARDWARE			1,405.21
INV 101008512	05/03/2020	KATANNING H HARDWARE	PUBLIC AMMENITIES VARIOUS ITEMS FOR CLEANING	46.97	
INV 101008485	05/03/2020	KATANNING H HARDWARE	AQUATIC CENTRE MATERIALS FOR MAINTENANCE	70.47	
INV 101008476	05/03/2020	KATANNING H HARDWARE	AQUATIC CENTRE CABLE TIES	39.58	
INV 101008551	06/03/2020	KATANNING H HARDWARE	AAPG TOILETS VARIOUS ITEMS	9.25	
INV 101008976	07/03/2020	KATANNING H HARDWARE	KLC VARIOUS MAINTENANCE MATERIALS	64.99	
INV 101008787	12/03/2020	KATANNING H HARDWARE	AMHERST VILLAGE GAP FILLER	11.00	
INV 102003557	16/03/2020	KATANNING H HARDWARE	TOWN SQUARE PUBLIC TOILETS MAINTENANCE	33.08	
INV 102003658	19/03/2020	KATANNING H HARDWARE	REFUSE SITE PUMP INSTALLATION AND FITTINGS	5.09	
INV 101009177	20/03/2020	KATANNING H HARDWARE	LAKE EWLYAMARTUP BBQS MAINTENANCE	28.95	
INV 102003763	24/03/2020	KATANNING H HARDWARE	REFUSE SITE VARIOUS ITEMS	345.34	
INV 102003816	26/03/2020	KATANNING H HARDWARE	DEPOT SUPPLIES	14.99	
INV 102003829	26/03/2020	KATANNING H HARDWARE	FIRE UNIT SUPPLIES	15.60	
INV 101009699	30/03/2020	KATANNING H HARDWARE	REFUSE SITE MAKITA TOOLS	439.94	
INV 105000274	01/04/2020	KATANNING H HARDWARE	KLC HOCKEY OVAL MAINTENANCE	279.96	
<b>31</b> EFT29700	08/04/2020	LANDSCAPE CONSTRUCTION PTY LTD			104,955.53
INV 3805	27/03/2020	LANDSCAPE CONSTRUCTION PTY LTD	PIESSE LAKE CLAIM 3 SHELTER ENGINEERING VARIATION	4,847.70	
INV 3805	27/03/2020	LANDSCAPE CONSTRUCTION PTY LTD	PIESSE PARK SOUND SHELL ENGINEERING	12,849.72	
INV 3805	27/03/2020	LANDSCAPE CONSTRUCTION PTY LTD	PIESSE PARK BOARDWALKS ENGINEERING	4,306.49	
INV 3805	27/03/2020	LANDSCAPE CONSTRUCTION PTY LTD	PIESSE LAKE SHELTERS & SOUND SHELL	32,674.50	
INV 3805	27/03/2020	LANDSCAPE CONSTRUCTION PTY LTD	PIESSE PARK NATURE PLAY AREA	6,841.35	
INV 3805	27/03/2020	LANDSCAPE CONSTRUCTION PTY LTD	PIESSE PARK BOARDWALKS PROJECT D	43,435.77	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
32 EFT29701	08/04/2020	NATIONAL LIVESTOCK REPORTING SERVICE			990.00
INV 100165	31/03/2020	NATIONAL LIVESTOCK REPORTING SERVICE	SALEYARD LIVESTOCK REPORTS MARCH 20	990.00	
33 EFT29702	08/04/2020	MARKETFORCE PTY LTD			1,980.00
INV 33769	26/03/2020	MARKETFORCE PTY LTD	WELCOME PRECINCT KATANNING STORIES	1,980.00	
34 EFT29703	08/04/2020	MESSAGEMEDIA			1,451.21
INV INV00796495	29/02/2020	MESSAGEMEDIA	FIRE PREVENTION SMS FOR HVMB AND TFB	1,451.21	
35 EFT29704	08/04/2020	QFH MULTIPARTS			1,969.00
INV 139818	20/03/2020	QFH MULTIPARTS	FENCING MATERIALS FOR HIGHWAY JEFFERY PADDOCK	1,969.00	
36 EFT29705	08/04/2020	NARELLE NEWMAN			325.00
INV 67	26/03/2020	NARELLE NEWMAN	CATERING COUNCIL MEETING 24032020	325.00	
37 EFT29706	08/04/2020	PERTH SAFETY PRODUCTS PTY LTD			81.40
INV 00009789	27/03/2020	PERTH SAFETY PRODUCTS PTY LTD	TRAFFIC/STREET SIGNS MATERIALS	81.40	
38 EFT29707	08/04/2020	PFD FOOD SERVICES			179.95
INV KT597206	25/03/2020	PFD FOOD SERVICES	KLC CLEANING MATERIALS	179.95	
39 EFT29708	08/04/2020	PHILLIP KENNETH DAVIS PINK			88.00
INV 00000000311	31/03/2020	PHILLIP KENNETH DAVIS PINK	KLC REPAIRS CRICKET PITCH	88.00	
40 EFT29709	08/04/2020	ALBANY PRINTERS			150.00
INV 00044504	29/02/2020	ALBANY PRINTERS	KLC ADVERTISING & PROMOTION MEMBERSHIP CARDS	150.00	
41 EFT29710	08/04/2020	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)			1,928.00
INV AA00479344	26/04/2020	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)	ADMIN MONTHLY COPIER CHARGES MARCH 20	1,928.00	
42 EFT29711	08/04/2020	RECHARGE-IT			340.00
INV 01610728	31/03/2020	RECHARGE-IT	KLC STATIONERY INK CARTRIDGES	340.00	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>43</b> EFT29712	08/04/2020	SHENTON PUMPS			3,011.44
INV 172557	20/03/2020	SHENTON PUMPS	AQUATIC CENTRE REPAIRS TO POOL CLEANER	1,300.00	
INV 172557	20/03/2020	SHENTON PUMPS	AQUATIC CENTRE REPAIRS TO POOL CLEANER	1,337.44	
INV 172630	21/03/2020	SHENTON PUMPS	AQUATIC CENTRE REPLACEMENT VACUUM HEAD	374.00	
<b>44</b> EFT29713	08/04/2020	S.K.N CONTRACTING			1,083.01
INV 199/RFQ035	01/04/2020	S.K.N CONTRACTING	HISTORICAL SOCIETY SILVER BAND HALL MAINTENANCE - STORM WATER	1,083.01	
<b>45</b> EFT29714	08/04/2020	SOLUTIONS IT			2,959.53
INV B53142	25/03/2020	SOLUTIONS IT	ICT HARDWARE ADMIN IPAD	2,959.53	
<b>46</b> EFT29715	08/04/2020	SOUND PRO			880.00
INV 0399	03/04/2020	SOUND PRO	PIESSE LAKE SOUND SHELL ADDITIONAL MATERIALS	880.00	
<b>47</b> EFT29716	08/04/2020	SOUTH METROPOLITAN TAFE			235.96
INV I0033090	17/02/2020	SOUTH METROPOLITAN TAFE	TRAINING MECHANICS COURSE - DIAGNOSE AND RECTIFY	235.96	
<b>48</b> EFT29717	08/04/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE			3,201.55
INV 182	23/03/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	PIESSE LAKE CONSTRUCTION MANAGEMENT SERVICES	2,073.50	
<b>49</b> INV 185	30/03/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	PIESSE LAKE AND CONSTRUCTION MANAGEMENT SERVICES 230320 - 260320	717.75	
INV 186	30/03/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	KLC GYM ROOF MAINTENANCE	410.30	
<b>50</b> EFT29718	08/04/2020	STATE WIDE TURF SERVICES			79,734.60
INV 00005243	26/03/2020	STATE WIDE TURF SERVICES	KLC TOP OVAL REMEDIATION	79,734.60	
<b>51</b> EFT29719	08/04/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL			119,656.85
INV 10369	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	PIESSE PARK ASPHALT PATH	22,571.91	
INV 10369	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	CHIPPER ST CLAIM 5 ROADWORKS & PRELIMINARIES	46,890.70	
INV 10370	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	PIESSE PARK ROCK PROTECTION CLAIM 7	861.82	
INV 10370	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	PIESSE PARK EARTHWORKS & CONCRETE WEIR	5,798.48	
INV 10370	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	PIESSE LAKE ROCK SPALLS FROM CARBARUP QUARRY	4,601.10	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 10372	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	AUSTRAL TCE CARPARK PRELIMS & ESTABLISHMENT	1,978.35	
INV 10373	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	AUSTRAL TCE CARPARK PRELIMINARIES DEMOLITION EARTHWORKS	32,943.23	
INV 10371	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	ROUNDAABOUT PROJECT PRELIMINARIES	1,853.50	
INV 10374	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	AUSTRAL TERRACE SOUTH CARPARK PRELIMINARIES	2,157.76	
<b>52</b>	EFT29720	08/04/2020	WARREN BLACKWOOD WASTE		12,602.91
	INV 00016932	25/03/2020	WARREN BLACKWOOD WASTE	WASTE COLLECTION 090320 - 200320	4,006.78
	INV 00016933	30/03/2020	WARREN BLACKWOOD WASTE	WASTE COLLECTION RECYCLING 230320 - 250320	4,589.35
	INV 00016935	03/04/2020	WARREN BLACKWOOD WASTE	WASTE COLLECTION 230320 - 030420	4,006.78
<b>53</b>	EFT29721	08/04/2020	WATER CORPORATION		4,164.04
	INV 9007681057	04/02/2020	WATER CORPORATION	WATER CHARGES TOWNHALL 031219 - 030220	47.58
	INV 9007681049	04/02/2020	WATER CORPORATION	WATER CHARGES SHIRE OFFICES 031219 - 030220	834.44
	INV 9023715026	20/03/2020	WATER CORPORATION	FOOTPATH MAINTENANCE WATER METER DAMAGED DORE ST	284.58
	INV 9007673962	26/03/2020	WATER CORPORATION	WATER CHARGES STANDPIPE CULLEN	2,747.62
	INV 9015649401	27/03/2020	WATER CORPORATION	WATER CHARGES 61A CONROY 280120 - 260320	5.19
	INV 9007672871	27/03/2020	WATER CORPORATION	WATER CHARGES 19 CHARLES 031219 - 030220	244.63
<b>54</b>	EFT29722	08/04/2020	WYWURRY ELECTRICAL		450.50
	INV 4487	31/03/2020	WYWURRY ELECTRICAL	LIBRARY ENTERANCE LIGHT MAINTENANCE	234.00
	INV 4489	31/03/2020	WYWURRY ELECTRICAL	AMHERST VILLAGE MAINTENANCE UNIT 10	104.50
	INV 4488	31/03/2020	WYWURRY ELECTRICAL	ADMIN BUILDING REPAIR BOLLARD	112.00
<b>55</b>	PAY	15/04/2020	PAYROLL	Payroll PAY 21	111,773.79
<b>56</b>	EFT29723	16/04/2020	GYPSY KITCHEN CO		240.00
	INV 240320	05/04/2020	GYPSY KITCHEN CO	COUNCIL MEETING LIGHT LUNCH 240320	180.00
	INV 20420	06/04/2020	GYPSY KITCHEN CO	REFRESHMENTS RANGER MORNING TEA 020420	60.00
<b>57</b>	EFT29724	16/04/2020	SAFEMASTER SAFETY SOLUTIONS		1,125.30
	INV 00012554	31/03/2020	SAFEMASTER SAFETY SOLUTIONS	KLC RECERTIFICATION OF SAFETY SYSTEM FOR GYMNASTICS	1,125.30

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
58	EFT29725	16/04/2020	DIGIT		3,520.00
	INV 21167	31/03/2020	DIGIT	WORKSHOP XERO ACCOUNTING	3,520.00
59	EFT29726	16/04/2020	ABC DISTRIBUTORS WA		1,393.42
	INV 141961	02/04/2020	ABC DISTRIBUTORS WA	SHIRE PROPERTIES VARIOUS CLEANING MATERIALS	1,393.42
60	EFT29727	16/04/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD		256.04
	INV 1913075	24/03/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	DEPOT MOWER CABIN FILTERS	256.04
61	EFT29728	16/04/2020	AHERN AUSTRALIA PTY LTD		187.78
	INV S752759	03/04/2020	AHERN AUSTRALIA PTY LTD	DEPOT SNORKEL LIMIT SWITCH	187.78
62	EFT29729	16/04/2020	WESTRAD ENTERPRISES PTY LTD TRADING AS ALBANY RADIO COMMUNICATIONS		148.50
	INV 01218149	23/03/2020	WESTRAD ENTERPRISES PTY LTD TRADING AS ALBANY RADIO COMMUNICATIONS	BUSHFIRE BRIGADE RADIO UPGRADE RICHARD MARSHALL	148.50
63	EFT29730	16/04/2020	AYTON BAESJOU PLANNING		7,031.20
	INV 2428	01/04/2020	AYTON BAESJOU PLANNING	PLANNING CONSULTANT FEE MARCH 20	7,031.20
64	EFT29731	16/04/2020	CGS TYRES		82.50
	INV 75105	07/04/2020	CGS TYRES	SALEYARD BOBCAT TYRE REPAIRS	82.50
65	EFT29732	16/04/2020	BGL SOLUTIONS		7,031.87
	INV 3372	17/03/2020	BGL SOLUTIONS	AAPG REPAIRS TO NATURE PLAY GROUND BOAT	181.50
	INV 0003383	18/03/2020	BGL SOLUTIONS	REFUSE SITE CONNECTING AEROBIC TREATMENT UNIT TO DONGA	3,570.05
	INV 0003393	27/03/2020	BGL SOLUTIONS	LIONSPARK & SKATE PARK DISTRIBUTE FERTILIZER	691.79
	INV 0003458	02/04/2020	BGL SOLUTIONS	STREET TREE MAINTENANCE GRINDING OF STUMP ARBOUR	165.00
	INV 0003457	02/04/2020	BGL SOLUTIONS	KLC HOCKEY OVAL REPAIRS TO BROKEN RETIC LINE	699.63
	INV 0003459	03/04/2020	BGL SOLUTIONS	LIONS PARK & SKATE PARK MAINTENANCE 030420	691.79
	INV 0003460	03/04/2020	BGL SOLUTIONS	WELCOME PRECINCT GROUNDS MAINTENANCE 030420	784.21
	INV 003464	05/04/2020	BGL SOLUTIONS	WELCOME PRECINCT VANDALISM REPAIRS GARDENS/SPRINKLERS	247.90
66	EFT29733	16/04/2020	BLIGHTS AUTO ELECTRICS		24.00
	INV 12589	30/03/2020	BLIGHTS AUTO ELECTRICS	DEPOT PLANT ROCKER SWITCH	24.00

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>67</b> EFT29734	16/04/2020	BTW RURAL SUPPLIES			652.00
INV 24158	24/03/2020	BTW RURAL SUPPLIES	DEPOT HOSE CLAMPS AND PLASMA CUTTER	389.00	
INV 24382	02/04/2020	BTW RURAL SUPPLIES	DEPOT PLASMA CUTTER SWIRL RINGS	73.00	
INV 24484	08/04/2020	BTW RURAL SUPPLIES	DEPOT PLANT SOLENOID & FITTINGS	190.00	
<b>68</b> EFT29735	16/04/2020	CJD EQUIPMENT PTY LTD			1,423.98
INV 2015156	31/03/2020	CJD EQUIPMENT PTY LTD	KA25381 LOADER WATER PUMP	891.81	
INV 2015155	31/03/2020	CJD EQUIPMENT PTY LTD	KA25381 LOADER CORE WATER PUMP	406.03	
INV 2018397	07/04/2020	CJD EQUIPMENT PTY LTD	DEPOT MAZDA BT50 AERIAL	126.14	
<b>69</b> EFT29736	16/04/2020	ENCHANTED CHARACTERS			1,958.00
INV 10419	23/03/2019	ENCHANTED CHARACTERS	HARMONY FESTIVAL STILTWALKERS TRAVEL FEE DEDUCTED	1,958.00	
<b>70</b> EFT29737	16/04/2020	ENVIRONMENTAL INDUSTRIES PTY LTD			22,793.70
INV 13540	31/01/2020	ENVIRONMENTAL INDUSTRIES PTY LTD	WELCOME PRECINCT PROGRESS PAYMENT 13	8,149.40	
INV 13540	31/01/2020	ENVIRONMENTAL INDUSTRIES PTY LTD	WELCOME PRECINCT GAZEBO REFURBISHMENT CLAIM 13	14,644.30	
<b>71</b> EFT29738	16/04/2020	RAY FORD SIGNS			75.79
INV 11723	03/04/2020	RAY FORD SIGNS	SALEYARDS BUYERS MUST REGISTER SIGNS	75.79	
<b>72</b> EFT29739	16/04/2020	TOLL IPEC/ COURIER AUSTRALIA			11.17
INV 0459	05/04/2020	TOLL IPEC/ COURIER AUSTRALIA	BFB FREIGHT PERMIT TO BURN BOOKS	11.17	
<b>73</b> EFT29740	16/04/2020	SHAHNAN JACKY			1,200.00
INV 44	26/03/2020	SHAHNAN JACKY	SKATEPARK ARTWORK ARTIST DESIGN FEE	1,200.00	
<b>74</b> EFT29741	16/04/2020	JAPANESE TRUCK & BUS SPARES P/L			3,258.40
INV 364958	31/03/2020	JAPANESE TRUCK & BUS SPARES P/L	KA11363 HINO TIP TRUCK BRAKE DRUM & BEARINGS	3,258.40	
<b>75</b> EFT29742	16/04/2020	KATANNING BETTA HOME LIVING			39.95
INV 35810007611	06/04/2020	KATANNING BETTA HOME LIVING	DEPOT WEIGHT SCALES	39.95	
<b>76</b> EFT29743	16/04/2020	KATANNING PLUMBING & GAS P/L			216.70
INV 00004634	31/03/2020	KATANNING PLUMBING & GAS P/L	KLC REPLACEMENT OF FILTERS FOR BOILING WATER UNIT & DRINK FOUNTAIN	216.70	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>77</b> EFT29744	16/04/2020	KATANNING COUNTRY CLUB			13,099.00
INV 01907	11/04/2020	KATANNING COUNTRY CLUB	BOWLING GREEN CONCRETE FOR RETAINING WALL FOOTINGS	5,640.00	
INV 01905	11/04/2020	KATANNING COUNTRY CLUB	BOWLING GREEN PREPARATION FOR RETAINING WALL	1,439.00	
INV 01906	11/04/2020	KATANNING COUNTRY CLUB	BOWLING GREEN LAY CONCRETE PATHWAY	6,020.00	
<b>78</b> EFT29745	16/04/2020	KOJONUP VETERINARY HOSPITAL			72.00
INV 113110	03/03/2020	KOJONUP VETERINARY HOSPITAL	ANIMAL CONTROL CONSULTATION FOR PUPPY	72.00	
<b>79</b> EFT29746	16/04/2020	KATANNING H HARDWARE			42.48
INV 101009950	03/04/2020	KATANNING H HARDWARE	REFUSE SITE MAKITA GRINDER CUTTING DISC	42.48	
<b>80</b> EFT29747	16/04/2020	MARKETFORCE PTY LTD			80.41
INV 32572	26/03/2020	MARKETFORCE PTY LTD	SYMPATHY NOTICE WEST AUSTRALIAN 250320	80.41	
<b>81</b> EFT29748	16/04/2020	MARKET CREATIONS PTY LTD			7,990.30
INV 10248	27/12/2019	MARKET CREATIONS PTY LTD	IT TECHNICAL BUSINESS SUPPORT NOV 19	309.38	
INV 10588	31/01/2020	MARKET CREATIONS PTY LTD	IT SUPPORT PREVENTITIVE MAINTENANCE ON SERVERS INCL KLC JAN 20	550.00	
INV 11088	28/02/2020	MARKET CREATIONS PTY LTD	IT SOFTWARE SUBSCRIPTION FEB 20	146.69	
INV 10870	28/02/2020	MARKET CREATIONS PTY LTD	IT SOFTWARE SUBSCRIPTION JAN 20	1,903.66	
INV 11162	31/03/2020	MARKET CREATIONS PTY LTD	IT TECHNICAL BUSINESS SUPPORT MARCH 20	1,718.75	
INV 11156	31/03/2020	MARKET CREATIONS PTY LTD	IT TECHNICAL BUSINESS SUPPORT MARCH 20	481.25	
INV 11405	31/03/2020	MARKET CREATIONS PTY LTD	IT SUPPORT PREVENTITIVE MAINTENANCE ON SERVERS INCL KLC MARCH 20	550.00	
INV 11163	31/03/2020	MARKET CREATIONS PTY LTD	COMPUTER SOFTWARE TREND MICRO LICENSE	385.00	
INV 11377	01/04/2020	MARKET CREATIONS PTY LTD	IT SOFTWARE SUBSCRIPTION & LICENSES MARCH 20	1,945.57	
<b>82</b> EFT29749	16/04/2020	NELSONS DRYCLEANING			530.20
INV 00009544	31/03/2020	NELSONS DRYCLEANING	KLC CLEANING VARIOUS EVENTS TABLECLOTH	530.20	
<b>83</b> EFT29750	16/04/2020	PLAN E			528.00
INV 08533	29/02/2020	PLAN E	WELCOME PRECINCT LIBERTY SWING	528.00	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>84</b> EFT29751	16/04/2020	PLASTICS PLUS			1,034.00
INV 294814	03/03/2020	PLASTICS PLUS	BIN PURCHASES FULLY YELLOW EVENT BINS	413.60	
INV 295951	01/04/2020	PLASTICS PLUS	BIN PURCHASES FULLY YELLOW EVENT BINS	620.40	
<b>85</b> EFT29752	16/04/2020	SOUTHERN CROSS AUSTEREO PTY LTD			1,221.00
INV 70993713	29/02/2020	SOUTHERN CROSS AUSTEREO PTY LTD	HARMONY FESTIVAL RADIO AD TRIPLE M & HIT FM GREAT SOUTHERN 2020	1,221.00	
<b>86</b> EFT29753	16/04/2020	BURGESS RAWSON (WA) PTY LTD			1,296.06
INV 7764	06/04/2020	BURGESS RAWSON (WA) PTY LTD	KATANNING RAILWAY YARD WATER USAGE 30/01 - 27/03 2020	194.26	
INV 7765	06/04/2020	BURGESS RAWSON (WA) PTY LTD	KATANNING RAILWAY YARD WATER USAGE 30/01 - 27/03 2020	689.58	
INV 7766	06/04/2020	BURGESS RAWSON (WA) PTY LTD	KATANNING RAILWAY YARD WATER USAGE 30/01 - 27/03 2020	142.84	
INV 7768	06/04/2020	BURGESS RAWSON (WA) PTY LTD	KATANNING CENTRE WATER USAGE JAN - APRIL 2020	135.11	
INV 7767	06/04/2020	BURGESS RAWSON (WA) PTY LTD	KATANNING RAILWAY YARD WATER USAGE 30/01 - 27/03 2020	134.27	
<b>87</b> EFT29754	16/04/2020	STATE WIDE TURF SERVICES			1,980.00
INV 00005279	06/04/2020	STATE WIDE TURF SERVICES	KLC HOCKEY OVAL TOP DRESS RENOVATED AREA	1,980.00	
<b>88</b> EFT29755	16/04/2020	T-QUIP			1,462.40
INV 91352	20/03/2020	T-QUIP	MOWER ELECTRONIC MODULE CONTROL	1,462.40	
<b>89</b> EFT29756	16/04/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL			38,151.98
INV 10368	24/03/2020	TRICOAST HOLDINGS PTY LTD T/A TRICOAST CIVIL	PIESSE PARK LATERTIE PATH CLAIM 2	38,151.98	
<b>90</b> EFT29757	16/04/2020	ALBANY V-BELT & RUBBER			528.21
INV 306682	25/03/2020	ALBANY V-BELT & RUBBER	DEPOT PLANT AIR FILTER	528.21	
<b>91</b> EFT29758	16/04/2020	VISIMAX			267.60
INV 00006075	31/03/2020	VISIMAX	BUSHFIRE BRIGADE PERMIT BOOK	267.60	
<b>92</b> EFT29759	16/04/2020	WATER CORPORATION			3,254.16
INV 9007688726	31/03/2020	WATER CORPORATION	WATER CHARGES PLAYGROUND CARINYA GDNS 310120 - 300320	10.39	
INV 9018411087	31/03/2020	WATER CORPORATION	WATER CHARGES DUPLEX 2/6 HILL WAY 310120 - 300320	44.20	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 9007680708	01/04/2020	WATER CORPORATION	WATER CHARGES HOUSE AT CROSBY ST 310120 - 300320	44.57	
INV 9007680716	01/04/2020	WATER CORPORATION	WATER CHARGES SHOWGROUNDS PEMBLE 310120 - 300320	49.59	
INV 9007681057	02/04/2020	WATER CORPORATION	WATER CHARGES TOWN HALL 030220 - 010420	46.28	
INV 9014202800	02/04/2020	WATER CORPORATION	WATER CHARGES 55 BEAUFORT 030220 - 010420	242.91	
INV 9007688427	02/04/2020	WATER CORPORATION	WATER CHARGES PADDOCK KOJONUP 030220 - 010420	13.54	
INV 9007681022	02/04/2020	WATER CORPORATION	WATER CHARGES LIBRARY & GALLERY 030220 - 010420	163.11	
INV 9010823500	02/04/2020	WATER CORPORATION	WATER CHARGES VACANT LAND ABERDEEN ST 030220 - 010420	69.06	
INV 9007684864	02/04/2020	WATER CORPORATION	WATER CHARGES PLAYGROUND ALBION 030220 - 010420	192.09	
INV 9007684987	02/04/2020	WATER CORPORATION	WATER CHARGES PARK ALBION 030220 - 010420	193.82	
INV 9007683714	02/04/2020	WATER CORPORATION	WATER CHARGES AMHERST HOME UNITS 030220 - 010420	1,288.28	
INV 9007680994	02/04/2020	WATER CORPORATION	WATER CHARGES MEDICAL 8 AUSTRAL 030220 - 010420	68.44	
INV 9007681049	02/04/2020	WATER CORPORATION	WATER CHARGES OFFICES AUSTRAL 030220 - 010420	827.88	
<b>93</b> EFT29760	16/04/2020	SYNERGY			12,639.43
INV 312951080	01/04/2020	SYNERGY	ELECTRICITY CHARGES 52 AUSTRAL 040320 - 010420	1,947.68	
INV 338348270	01/04/2020	SYNERGY	ELECTRICITY CHARGES STREET LIGHTING 030320 - 010420	9,704.54	
INV 638847540	07/04/2020	SYNERGY	ELECTRICITY CHARGES POWER WATCH 100320 - 070420	987.21	
<b>94</b> EFT29761	16/04/2020	WYWURRY ELECTRICAL			275.00
INV 4400	12/02/2020	WYWURRY ELECTRICAL	SALEYARDS REPAIR SWITCH ON DAM	275.00	
<b>95</b> EFT29762	24/04/2020	AVANTGARDE TECHNOLOGIES PTY LTD			1,535.46
INV 00001437	04/03/2020	AVANTGARDE TECHNOLOGIES PTY LTD	CCTV Maintenance March 20	1,535.46	
<b>96</b> EFT29763	24/04/2020	BELGRAVIA HEALTH & LEISURE GROUP			13,536.32
INV B030342	02/03/2020	BELGRAVIA HEALTH & LEISURE GROUP	AQUATIC CENTRE Management Fee March 20	19,337.66	
INV CREDIT NOTE	03/03/2020	BELGRAVIA HEALTH & LEISURE GROUP	CREDIT NOTE OVERCHARGED MANAGEMENT FEES OCT19 - DEC19	-	5,801.34

## Schedule of Accounts Paid - April 2020

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
97	EFT29764	24/04/2020	EVERFAIR WA PTY LTD			5,923.50
	INV 647	07/04/2020	EVERFAIR WA PTY LTD	REFUSE SITE Install Guttering Tip Shop	2,975.50	
	INV 648	20/04/2020	EVERFAIR WA PTY LTD	REFUSE SITE Install Signs & New Roof Panels	2,948.00	
98	EFT29765	24/04/2020	WENDY STRINGER			279.90
	INV 17/04/2020	17/04/2020	WENDY STRINGER	REIMBURSEMENT Police Clearance, Training - Parking/Meals	279.90	
99	EFT29766	24/04/2020	ACORN TREES AND STUMPS			43,180.50
	INV 00001620	20/04/2020	ACORN TREES AND STUMPS	WORKS Power Line Clearing Trees	34,380.50	
	INV 00001617	20/04/2020	ACORN TREES AND STUMPS	WORKS Tree Pruning Clive St Bridge	8,800.00	
100	EFT29767	24/04/2020	AUSTRALIAN TAXATION OFFICE			31,186.00
	INV PAYG	15/04/2020	AUSTRALIAN TAXATION OFFICE	PAYG PAY 21	31,186.00	
101	EFT29768	24/04/2020	BEING THERE SOLUTIONS PTY LTD			275.00
	INV 3694	01/04/2020	BEING THERE SOLUTIONS PTY LTD	GOVERNANCE Video Conferencing April 20	275.00	
102	EFT29769	24/04/2020	BGL SOLUTIONS			6,747.00
	INV 0003394	27/03/2020	BGL SOLUTIONS	WELCOME PRECINCT Grounds Maintenance 270320	784.21	
	INV 3471	09/04/2020	BGL SOLUTIONS	LIONS PARK Grounds Maintenance 09/04/2020	691.79	
	INV 0003495	17/04/2020	BGL SOLUTIONS	LIONS PARK Grounds Maintenance 170420	691.79	
	INV 0003494	17/04/2020	BGL SOLUTIONS	WELCOME PRECINCT Grounds Maintenance 170420	784.21	
	INV 0003501	20/04/2020	BGL SOLUTIONS	SALEYARDS Clean-up Vegetation Around Dam	3,795.00	
103	EFT29770	24/04/2020	BTW RURAL SUPPLIES			71.80
	INV 23867	04/03/2020	BTW RURAL SUPPLIES	FIRE FIGHTING Fittings for Pressure Pump	45.30	
	INV 24735	21/04/2020	BTW RURAL SUPPLIES	DEPOT Verge Spray Unit Fittings	26.50	
104	EFT29771	24/04/2020	CIVIL KERBING CONCRETING PTY LTD			11,673.75
	INV 00000000251	15/04/2020	CIVIL KERBING CONCRETING PTY LTD	PIESSE LAKE Pathway Demo & Construction	11,673.75	
105	EFT29772	24/04/2020	ELDERS RURAL SERVICES AUSTRALIA LIMITED			50.00
	INV CT65583	23/03/2020	ELDERS RURAL SERVICES AUSTRALIA LIMITED	ANIMAL CONTROL Tomcat Poison	50.00	

## Schedule of Accounts Paid - April 2020

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
106	EFT29773	24/04/2020	RAY FORD SIGNS			2,500.85
	INV 11643	06/02/2020	RAY FORD SIGNS	WELCOME PRECINCT Cancer Council SunSmart Sign	149.38	
	INV 11729	09/04/2020	RAY FORD SIGNS	VARIOUS SHIRE PROPERTIES Signage	917.95	
	INV 11728	09/04/2020	RAY FORD SIGNS	REFUSE SITE Signage X 30	1,433.52	
107	EFT29774	24/04/2020	L. E. GARSTONE PLUMBING			1,000.00
	INV 000413	08/04/2020	L. E. GARSTONE PLUMBING	SPEEDWAY Install Water Heater	1,000.00	
108	EFT29775	24/04/2020	GREAT SOUTHERN FUEL SUPPLIES			15,427.41
	INV 17000876	03/03/2020	GREAT SOUTHERN FUEL SUPPLIES	DEPOT KA24826 Oil	190.39	
	INV D2019105	06/03/2020	GREAT SOUTHERN FUEL SUPPLIES	DEPOT TRAILER Diesel	10,479.94	
	INV 17000951	19/03/2020	GREAT SOUTHERN FUEL SUPPLIES	DEPOT KA25381 Grease	216.73	
	INV 17001001	25/03/2020	GREAT SOUTHERN FUEL SUPPLIES	DEPOT PLANT Oil for Small Engines	113.59	
	INV 17001028	30/03/2020	GREAT SOUTHERN FUEL SUPPLIES	KLC PLANT KA566 Oil	156.23	
	INV FUEL CARDS MARCH 2	31/03/2020	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARDS March 2020	4,270.53	
109	EFT29776	24/04/2020	iiNet LIMITED			79.99
	INV 118956412	16/04/2020	iiNet LIMITED	INTERNET EXPENSES CEO May 20	79.99	
110	EFT29777	24/04/2020	TOLL IPEC/ COURIER AUSTRALIA			105.00
	INV 0460	12/04/2020	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT CHARGES April 060420 - 090420	105.00	
111	EFT29778	24/04/2020	KATANNING WASTE MANAGEMENT			154.00
	INV 649	07/04/2020	KATANNING WASTE MANAGEMENT	REFUSE SITE Waste Collection March 20	154.00	
112	EFT29779	24/04/2020	WESFARMERS KLEENHEAT GAS PTY LTD			79.20
	INV 4286849	01/04/2020	WESFARMERS KLEENHEAT GAS PTY LTD	SHIRE PROPERTIES Gas Bottle Refill 61A Conroy	79.20	
113	EFT29780	24/04/2020	KOWALDS NEWS & GLASSHOUSE			94.00
	INV SN0000393103	31/03/2020	KOWALDS NEWS & GLASSHOUSE	STATIONERY Newspapers 020320 - 290320	94.00	
114	EFT29781	24/04/2020	KATANNING BOBCAT HIRE			1,700.00
	INV 0202	09/04/2020	KATANNING BOBCAT HIRE	REFUSE SITE New Curbing Site Works	1,700.00	

## Schedule of Accounts Paid - April 2020

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
115	EFT29782	24/04/2020	LOVEGROVE			10,450.02
	INV 41847	31/03/2020	LOVEGROVE	KLC Detach & Hollow Tine Coring Oval	10,450.02	
116	EFT29783	24/04/2020	MARKET CREATIONS PTY LTD			165.00
	INV 11496	09/04/2020	MARKET CREATIONS PTY LTD	IT Technical Business Support Hours March	165.00	
117	EFT29784	24/04/2020	QFH MULTIPARTS			33.00
	INV 140098	27/03/2020	QFH MULTIPARTS	FIRE FIGHTING Hinge Straps	33.00	
118	EFT29785	24/04/2020	PERTH SAFETY PRODUCTS PTY LTD			1,754.50
	INV 00009785	01/04/2020	PERTH SAFETY PRODUCTS PTY LTD	LAKE EWLYAMARTUP Signage	1,754.50	
119	EFT29786	24/04/2020	PRE EMPTIVE STRIKE PTY LTD			869.00
	INV 95848	20/03/2020	PRE EMPTIVE STRIKE PTY LTD	HARMONY FESTIVAL Printing Festival Programs	869.00	
120	EFT29787	24/04/2020	PREMIER SMASH REPAIRS KA			550.00
	INV 14080	19/03/2020	PREMIER SMASH REPAIRS KA	DEPOT GRADER Repairs Glass Door	550.00	
121	EFT29788	24/04/2020	SITE WARE DIRECT			963.60
	INV 69222	28/03/2020	SITE WARE DIRECT	VARIOUS SHIRE PROPERTIES Chemical Manifest Cabinet	963.60	
122	EFT29789	24/04/2020	S.K.N CONTRACTING			1,940.27
	INV 201/12155	14/04/2020	S.K.N CONTRACTING	KLC HOCKEY OVAL Fencing Repairs and Replacement	1,940.27	
123	EFT29790	24/04/2020	SOUTH REGIONAL TAFE			38.62
	INV I0011209	09/04/2020	SOUTH REGIONAL TAFE	TRAINING Trainee Cert II Business	38.62	
124	EFT29791	24/04/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE			8,173.00
	INV 187	17/04/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	WELCOME PRECINCT Rotary Wishing Well Memorial Plaques	2,695.00	
	INV 188	17/04/2020	SOUTHERN STONE & WOOD CONSTRUCTION & MAINTENANCE	WELCOME PRECINCT Installation of Signs	5,478.00	
125	EFT29792	24/04/2020	BURGESS RAWSON (WA) PTY LTD			694.51
	INV 7777	15/04/2020	BURGESS RAWSON (WA) PTY LTD	WATER CHARGES Railway Station 030220 - 010420	571.34	
	INV 7946	20/04/2020	BURGESS RAWSON (WA) PTY LTD	WATER CHARGES Railway Station 261119 - 290220	123.17	

## Schedule of Accounts Paid - April 2020

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
126	EFT29793	24/04/2020	BRENTON STEWART ELECTRICS			528.00
	INV P0864	12/04/2020	BRENTON STEWART ELECTRICS	STREET LIGHTING Repair Lights Main Street	528.00	
127	EFT29794	24/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )			2,340.00
	INV I3081783	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Meeting Procedures	195.00	
	INV I3081782	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Conflicts of Interest	195.00	
	INV I3081779	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Conflicts of Interest	195.00	
	INV I3081780	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Meetings Procedures	195.00	
	INV I3081778	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Understanding Local Government	195.00	
	INV I3081785	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Conflicts of Interest	195.00	
	INV I3081786	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Meetings Procedures	195.00	
	INV I3081784	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Understanding Local Government	195.00	
	INV I3081777	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Meetings Procedures	195.00	
	INV I3081776	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Conflicts of Interest	195.00	
	INV I3081775	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Understanding Local Government	195.00	
	INV I3081781	20/04/2020	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ( WALGA )	GOVERNANCE Councillor Online Training April - Understanding Local Government	195.00	
128	EFT29795	24/04/2020	WARREN BLACKWOOD WASTE			8,596.13
	INV 00016981	13/04/2020	WARREN BLACKWOOD WASTE	WASTE COLLECTION Recycling 060420 - 080420	4,589.35	
	INV 00016982	20/04/2020	WARREN BLACKWOOD WASTE	WASTE COLLECTION General 060420 -170420	4,006.78	
129	EFT29796	24/04/2020	WATER CORPORATION			6,739.15
	INV 9007810672	03/04/2020	WATER CORPORATION	WATER CHARGES Great Southern Hwy Standpipe 310120 - 200220	6,739.15	
130	EFT29797	24/04/2020	SYNERGY			10,694.38
	INV 977854430	15/04/2020	SYNERGY	ELECTRICITY CHARGES Grouped Account 180220 - 160320	10,532.71	
	INV 251079810	20/04/2020	SYNERGY	ELECTRICITY CHARGES Kierle Tower 150220 -150420	161.67	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>131</b> EFT29798	24/04/2020	WINC AUSTRALIA PTY LTD			591.87
INV 9032046798	02/04/2020	WINC AUSTRALIA PTY LTD	ADMIN Stationery Order March 20	536.23	
INV 9032070703	06/04/2020	WINC AUSTRALIA PTY LTD	ADMIN Stationery Back Order March 20	55.64	
<b>132</b> PAY	29/04/2020	PAYROLL	Payroll PAY 22	102,647.99	
<b>133</b> EFT29799	30/04/2020	NEWGROUND WATER SERVICES PTY LTD			27,877.41
INV 00001084	26/04/2020	NEWGROUND WATER SERVICES PTY LTD	PIESSE PARK Recycled Water Irrigation Project Claim 2	27,877.41	
<b>134</b> EFT29800	30/04/2020	EVERFAIR WA PTY LTD			3,600.96
INV 649	28/04/2020	EVERFAIR WA PTY LTD	REFUSE SITE Road Marking & Roofing Works	3,600.96	
<b>135</b> EFT29801	30/04/2020	EN & RA PHILLIPS			383.65
INV A3093	24/04/2020	EN & RA PHILLIPS	RATES Refund for Assessment A3093 33-37 CLARENCE ST KATANNING 6317	383.65	
<b>136</b> EFT29802	30/04/2020	RICKSURE PTY LTD			2,324.00
INV 0047	14/04/2020	RICKSURE PTY LTD	COMMUNITIES DIY Kits for National Youth Week	2,324.00	
<b>137</b> EFT29803	30/04/2020	MOTS KITCHEN			25.00
INV HF REIMBURSMENT 20	19/03/2020	MOTS KITCHEN	HARMONY FESTIVAL Stall Reimbursement Due to Cancellation 140320	25.00	
<b>138</b> EFT29804	30/04/2020	TYLA-JANE MILLER			497.55
INV TRAINING REIMBURS	29/04/2020	TYLA-JANE MILLER	TRAINING Trelis CSO Reimbursement 300320 - 030420	497.55	
<b>139</b> EFT29805	30/04/2020	ABC DISTRIBUTORS WA			68.48
INV 142653	16/04/2020	ABC DISTRIBUTORS WA	KLC Cleaning Floor Sealer	68.48	
<b>140</b> EFT29806	30/04/2020	AUSTRALIAN TAXATION OFFICE			28,495.00
INV PAYG	29/04/2020	AUSTRALIAN TAXATION OFFICE	PAYG PAY22	28,495.00	
<b>141</b> EFT29807	30/04/2020	AUTOSMART WA SOUTHWEST & GREAT SOUTHERN			196.63
INV 00010672	06/04/2020	AUTOSMART WA SOUTHWEST & GREAT SOUTHERN	DEPOT Foam Gun & Rags for Workshop	196.63	
<b>142</b> EFT29808	30/04/2020	CGS TYRES			45.00
INV 75273	23/04/2020	CGS TYRES	DEPOT KA24826 Puncture Repair on Tyre	45.00	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>143</b> EFT29809	30/04/2020	BGL SOLUTIONS			2,161.51
INV 0003503	22/04/2020	BGL SOLUTIONS	WELCOME PRECINCT & LIONS PARK Turf Aeration	1,485.00	
INV 0003504	22/04/2020	BGL SOLUTIONS	ADMIN BUILDING Garden Maintenance April	291.50	
INV 0003505	22/04/2020	BGL SOLUTIONS	WELCOME PRECINCT Clean Out Pumps at Kupara Park Dam	385.01	
<b>144</b> EFT29810	30/04/2020	BOC GASES AUSTRALIA			175.03
INV 1025185222	29/03/2020	BOC GASES AUSTRALIA	DEPOT Mechanic Gas Refill March 20	25.12	
INV 4025185222	29/03/2020	BOC GASES AUSTRALIA	SALEYARD Gas Refill March 20	61.67	
INV 4025185222	29/03/2020	BOC GASES AUSTRALIA	KAC Gas Refill March 20	12.38	
INV 4025303298	14/04/2020	BOC GASES AUSTRALIA	DEPOT Gas Bottle for Tig Welder	75.86	
<b>145</b> EFT29811	30/04/2020	BTW RURAL SUPPLIES			750.15
INV 24079	20/03/2020	BTW RURAL SUPPLIES	REFUSE SITE Fittings for Connection to Office and Toilet System	530.15	
INV 24219	27/03/2020	BTW RURAL SUPPLIES	REFUSE SITE Face Shields for Cleaners & Refuse Site Crew	220.00	
<b>146</b> EFT29812	30/04/2020	DIAMOND LOCK & SECURITY			1,530.73
INV 251631	19/03/2020	DIAMOND LOCK & SECURITY	KEYS Various Shire Properties Padlocks & Leversets	1,530.73	
<b>147</b> EFT29813	30/04/2020	RAY FORD SIGNS			164.78
INV 11739	24/04/2020	RAY FORD SIGNS	SALEYARDS Parking Signs	164.78	
<b>148</b> EFT29814	30/04/2020	JR & A HERSEY PTY LTD			1,719.08
INV 46985	23/04/2020	JR & A HERSEY PTY LTD	REFUSE SITE Pound PPE and Equipment	324.50	
INV 46983	23/04/2020	JR & A HERSEY PTY LTD	WORKS Fencing Tools & Gloves	942.48	
INV 46984	23/04/2020	JR & A HERSEY PTY LTD	DEPOT Mechanics PPE & Workshop Consumables	452.10	
<b>149</b> EFT29815	30/04/2020	KATANNING AUTO CENTRE			355.90
INV 8199	13/03/2020	KATANNING AUTO CENTRE	PLANT KA694 Filter Kit	355.90	
<b>150</b> EFT29816	30/04/2020	KATANNING BETTA HOME LIVING			822.95
INV 35810008279	29/04/2020	KATANNING BETTA HOME LIVING	ANIMAL CONTROL Equipment Fit Out Microwave & Kettle	822.95	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
<b>151</b> EFT29817	30/04/2020	KATG LAND CARE DISTRICT C/TEE ENVIRONMENTAL NURSERY			3,942.17
INV 0381	28/04/2020	KATG LAND CARE DISTRICT C/TEE ENVIRONMENTAL NURSERY	PIESSE LAKE Various Botanic Garden Plants	3,942.17	
<b>152</b> EFT29818	30/04/2020	KATANNING PLUMBING & GAS P/L			620.88
INV 00004697	31/03/2020	KATANNING PLUMBING & GAS P/L	KATANNING UNIT HOTEL Clear Toilet Blockage	107.80	
INV 00004715	22/04/2020	KATANNING PLUMBING & GAS P/L	KAC Replace Float Valve Tank	513.08	
<b>153</b> EFT29819	30/04/2020	KATANNING SECURITY PROTECTION PTY LTD			3,448.00
INV 00000396	01/03/2020	KATANNING SECURITY PROTECTION PTY LTD	HARMONY FESTIVAL Crowd Control 130320 - 140320	2,860.00	
INV 00000395	23/04/2020	KATANNING SECURITY PROTECTION PTY LTD	ADMIN BUILDING Alarm Response 040420 - 200420	588.00	
<b>154</b> EFT29820	30/04/2020	KATANNING COUNTRY CLUB			449.90
INV 01854	06/03/2020	KATANNING COUNTRY CLUB	COMMUNITIES Refreshments & Venue Hire for Networking Workshop	449.90	
<b>155</b> EFT29821	30/04/2020	WESFARMERS KLEENHEAT GAS PTY LTD			21.02
INV 21584982	16/04/2020	WESFARMERS KLEENHEAT GAS PTY LTD	SALEYARDS Gas for Canteen	21.02	
<b>156</b> EFT29822	30/04/2020	KATANNING STOCK & TRADING			5,011.35
INV 76	03/03/2020	KATANNING STOCK & TRADING	SHIRE PROPERTIES Maintenance Materials Wrenches & Keys	319.50	
INV 77	04/03/2020	KATANNING STOCK & TRADING	FIRE FIGHTING Extension Cords Clay Target Club	105.00	
INV 78	04/03/2020	KATANNING STOCK & TRADING	LIBRARY Replacement Light Globes	297.00	
INV 79	04/03/2020	KATANNING STOCK & TRADING	HARMONY FESTIVAL Cable Ties Event Kits	21.80	
INV 80	06/03/2020	KATANNING STOCK & TRADING	KLC Screws	26.80	
INV 81	10/03/2020	KATANNING STOCK & TRADING	AMHERST VILLAGE Various Materials Heat Globes Paint Laundry Trough	824.55	
INV 82	12/03/2020	KATANNING STOCK & TRADING	KLC LED Tube Lights	570.00	
INV 83	13/03/2020	KATANNING STOCK & TRADING	ANIMAL CONTROL Dog Beds	195.00	
INV 84	16/03/2020	KATANNING STOCK & TRADING	SHIRE PROPERTIES Materials for Maintenance Rollers & Globes	381.95	
INV 85	18/03/2020	KATANNING STOCK & TRADING	HEALTH Materials Crescents & Multi Grips	49.00	
INV 86	19/03/2020	KATANNING STOCK & TRADING	CLEANING Shire Properties BBQ	45.60	

## Schedule of Accounts Paid - April 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 87	19/03/2020	KATANNING STOCK & TRADING	DEPOT Various Plant Items Bolts & Blades	25.90	
INV 88	19/03/2020	KATANNING STOCK & TRADING	ANIMAL CONTROL Large Dog Biscuits	105.00	
INV 89	20/03/2020	KATANNING STOCK & TRADING	TOWN HALL Binder & Turps	167.80	
INV 90	24/03/2020	KATANNING STOCK & TRADING	DEPOT Industrial Roller Door	1,640.00	
INV 91	24/03/2020	KATANNING STOCK & TRADING	KLC Cleaning Materials Chemical Gloves	36.30	
INV 92	24/03/2020	KATANNING STOCK & TRADING	ANIMAL CONTROL Clothesline for Bedding	134.75	
INV 93	25/03/2020	KATANNING STOCK & TRADING	DEPOT Plugs for Small Engines	27.60	
INV 94	26/03/2020	KATANNING STOCK & TRADING	AMHERST VILLAGE Unit 10 Silicone for Wet Areas	37.80	
<b>157</b> EFT29823	30/04/2020	KATANNING H HARDWARE			2,402.56
INV 101010966	23/03/2020	KATANNING H HARDWARE	LIONS PARK Toilets Gas Bottle	120.00	
INV 102004125	08/04/2020	KATANNING H HARDWARE	WORKS Footpath Maintenance Cement for Various Footpaths	594.56	
INV 102004307	17/04/2020	KATANNING H HARDWARE	BUILDING MAINTENANCE Tools Air Compressor	699.00	
INV 101010809	21/04/2020	KATANNING H HARDWARE	REFUSE SITE Roofing Material Patio Sleeves	299.75	
INV 101010827	21/04/2020	KATANNING H HARDWARE	REFUSE SITE Roofing Materials Metal Disc & Grey Silicone	150.85	
INV 101010826	21/04/2020	KATANNING H HARDWARE	REFUSE SITE Roofing Materials Plastic Patio Tubes	41.86	
INV 105000296	22/04/2020	KATANNING H HARDWARE	AMHERST Gas Bottle Refill Unit 11	130.00	
INV 101010834	22/04/2020	KATANNING H HARDWARE	REFUSE SITE Roofing Materials Engine Degreaser	13.98	
INV 101010846	22/04/2020	KATANNING H HARDWARE	REFUSE SITE Painting Materials Paint Thinners & Rollers	88.65	
INV 101010918	23/04/2020	KATANNING H HARDWARE	REFUSE SITE Roofing Materials Patio Tubes	263.91	
<b>158</b> EFT29824	30/04/2020	LANDGATE			5,807.46
INV 355556-10000954	16/04/2020	LANDGATE	RATES Rural UV Revaluations 500	5,807.46	
<b>159</b> EFT29825	30/04/2020	MARKETFORCE PTY LTD			486.53
INV 32571	26/03/2020	MARKETFORCE PTY LTD	ADVERTISEMENT Great Southern Herald Shire Ranger Position	486.53	
<b>160</b> EFT29826	30/04/2020	NARELLE NEWMAN			267.80
INV 07/04/2020	07/04/2020	NARELLE NEWMAN	COMMUNITIES April School Holidays Programs Biscuit Mix	267.80	

## Schedule of Accounts Paid - April 2020

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
161	EFT29827	30/04/2020	OFFICE WORKS BUSINESS DIRECT			308.99
	INV 48032339	18/04/2020	OFFICE WORKS BUSINESS DIRECT	COMMUNITIES Youth Week Activity Packs	308.99	
162	EFT29828	30/04/2020	PLASTICS PLUS			32.23
	INV 297499	24/04/2020	PLASTICS PLUS	HEALTH ADMIN Plastic Container for Sanitiser Storage	32.23	
163	EFT29829	30/04/2020	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)			1,250.32
	INV AA00482420	27/04/2020	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)	ADMIN STATIONERY Copier Meter Reading Charges April 20	1,250.32	
164	EFT29830	30/04/2020	SOUTH REGIONAL TAFE			146.25
	INV I0011231	21/04/2020	SOUTH REGIONAL TAFE	TRAINING Trainee Tafe CII Business 6 Month	146.25	
165	EFT29831	30/04/2020	BRENTON STEWART ELECTRICS			8,079.50
	INV P0916	12/04/2020	BRENTON STEWART ELECTRICS	SALEYARDS Repair Fault at Truck Wash	379.50	
	INV P0944	28/04/2020	BRENTON STEWART ELECTRICS	PIESSE PARK Stage Sub Mains & Switchboard Enclosures	7,700.00	
166	EFT29832	30/04/2020	WA RANGERS ASSOCIATION			250.00
	INV 59	20/03/2020	WA RANGERS ASSOCIATION	ADVERTISEMENT Shire Ranger Position	250.00	

**EFT Total \$ 1,336,826.25**

### Direct Debit Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
167	SUPER	1/04/2020	Superchoice			\$ 14,353.54
	SUPER	1/04/2020	Superchoice	Superannuation Payments April Pay 20	\$ 14,353.54	
168	DD29558.1	06/04/2020	TELSTRA			2691.55
	INV 4253504000	21/03/2020	TELSTRA	LANDLINE CHARGES FEBRUARY 2020	2691.55	
169	DD29558.2	13/04/2020	TELSTRA			994.22
	INV 3376774455	25/03/2020	TELSTRA	MOBILE CHARGES FEBRUARY 2020	994.22	
170	SUPER	15/04/2020	Superchoice			\$ 14,352.75
	SUPER	15/04/2020	Superchoice	Superannuation Payments April Pay 21	\$ 14,352.75	

## Schedule of Accounts Paid - April 2020

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
171	SUPER	29/04/2020	Superchoice			\$ 13,938.56
	SUPER	29/04/2020	Superchoice	Superannuation Payments April Pay 22	\$ 13,938.56	
172	DD29573.1	06/04/2020	SHERRIF'S OFFICE, PERTH			280.00
	INV 2003090001	10/03/2020	SHERRIF'S OFFICE, PERTH	INFRINGMENT LODGEMENT FEES FER7156624	70.00	
	INV 1910090003	10/10/2019	SHERRIF'S OFFICE, PERTH	INFRINGMENT LODGEMENT FEES ICMSFE FP-DD-1910090003	70.00	
	INV 1907190002	19/07/2019	SHERRIF'S OFFICE, PERTH	INFRINGMENT LODGEMENT FEES ICMSFE FP-DD-1907190002	70.00	
	INV 1907190001	19/07/2019	SHERRIF'S OFFICE, PERTH	INFRINGMENT LODGEMENT FEES ICMSFE FP-DD-1907190001	70.00	
173	DD29632.8	20/04/2020	CUSTOM SERVICE LEASING LTD			341.92
	INV 1202960420	20/04/2020	CUSTOM SERVICE LEASING LTD	LCDC Vehicle Lease Payment March 2020	341.92	

**Direct Debit Total \$ 46,952.54**

<b>Cheque Total</b>	\$1,148.30	0.08%
<b>EFT Total*</b>	\$1,013,531.70	73.18%
<b>Payroll Total*</b>	\$323,294.55	23.34%
<b>Direct Debit Total</b>	\$46,952.54	3.39%
<b>Credit Card Total</b>		0.00%
	<b>\$1,384,927.09</b>	<b>100.00%</b>



Shire of  
**Katanning**  
Heart of the Great Southern

Monthly Statement of Financial Activity  
For the period ended  
30 April 2020



**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 April 2020**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity by Nature or Type	8
<i>Note 1</i> <i>Net Current Assets</i>	10
<i>Note 2</i> <i>Explanation of Material Variances</i>	12
<i>Note 3</i> <i>Cash and Investments</i>	15
<i>Note 4</i> <i>Receivables</i>	16
<i>Note 5</i> <i>Rating Revenue</i>	18
<i>Note 6</i> <i>Disposal of Assets</i>	19
<i>Note 7</i> <i>Capital Acquisitions</i>	20
<i>Note 8</i> <i>Borrowings</i>	24
<i>Note 9</i> <i>Reserves</i>	25
<i>Note 10</i> <i>Grants and Contributions</i>	26
<i>Note 11</i> <i>Trust Fund</i>	28
<i>Note 12</i> <i>Budget Amendments</i>	29

**THIS PAGE INTENTIONALLY LEFT BLANK**

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 APRIL 2020**

**KEY INFORMATION**

**Items of Significance**

The material variance adopted by the Shire of Katanning for the 2019/20 year is \$10,000 or 10% whichever is the greater.

The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

	<b>% Completed</b>	<b>Amended Annual Budget</b>	<b>Amended YTD Budget</b>	<b>YTD Actual</b>	<b>Variance (Under)/Over</b>
<b>Capital Expenditure</b>					
<b>Buildings</b>					
Aged Accommodation	89%	70,000	70,000	61,983	(8,017)
New Administration Building	13%	150,000	116,680	19,144	(97,536)
Welcome Precinct	92%	3,513,534	2,927,950	3,234,544	306,594
Piesse Park Precinct	41%	5,257,720	4,381,430	2,174,446	(2,206,984)
Regional Waste Initiative	51%	1,427,879	1,189,900	729,770	(460,130)
<b>Infrastructure - Roads</b>					
Kowald Road SLK 0.00 - 4.66 (Resheet)	99%	90,000	90,000	89,444	(556)
Forrest Hills Road SLK 0.00 - 3.00 (Verge clearing and drainage imp)	56%	150,000	137,030	83,307	(53,723)

*% Compares current ytd actuals to annual budget*

*For a full list of capital expenditure, see Note 7 - Capital Acquisitions*

		<b>Prior Year</b>	<b>Current Year</b>
<b>Financial Position</b>	<b>Variance</b>	<b>30 April 2019</b>	<b>30 April 2020</b>
Adjusted Net Current Assets	188%	\$ 2,304,242	\$ 4,333,739
Cash and Equivalent - Unrestricted	218%	\$ 1,501,962	\$ 3,277,562
Cash and Equivalent - Restricted	65%	\$ 22,863,497	\$ 14,910,437
Receivables - Rates	157%	\$ 770,387	\$ 1,212,046
Receivables - Other	133%	\$ 590,295	\$ 782,799
Payables	61%	\$ 13,560,147	\$ 8,325,896

*\* Note: Compares current ytd actuals to prior year actuals at the same time*

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 14 May 2020  
Prepared by: Manager Finance  
Reviewed by: Manager Finance

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**SIGNIFICANT ACCOUNTING POLICES**

**GOODS AND SERVICES TAX**

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

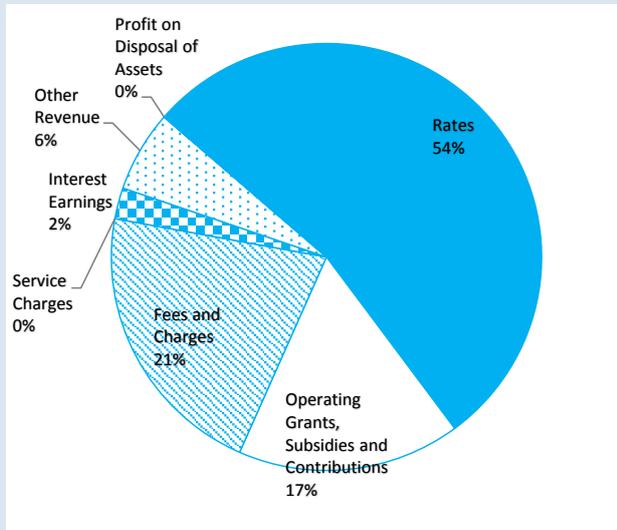
**CRITICAL ACCOUNTING ESTIMATES**

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

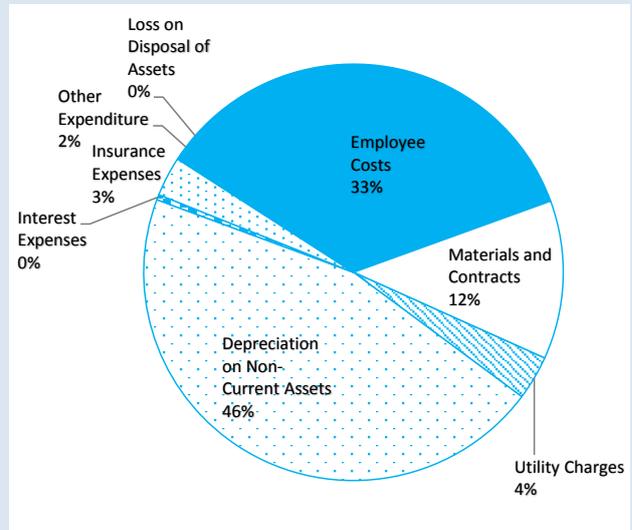
**ROUNDING OFF FIGURES**

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

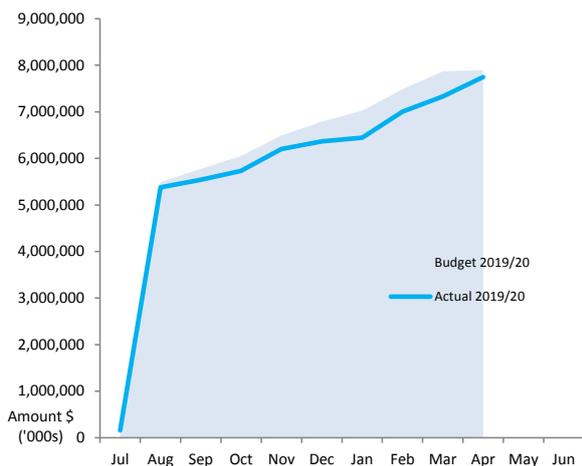
**OPERATING REVENUE**



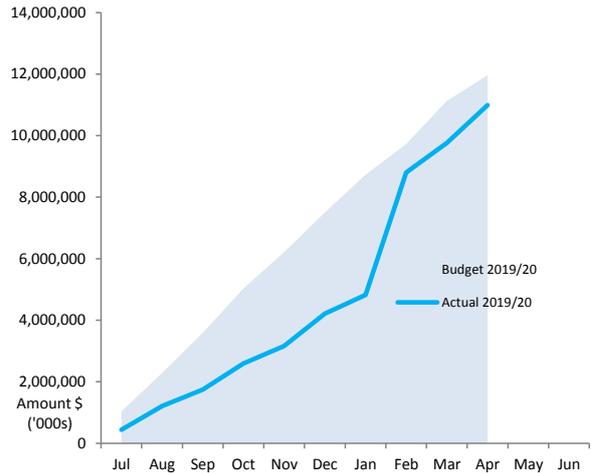
**OPERATING EXPENSES**



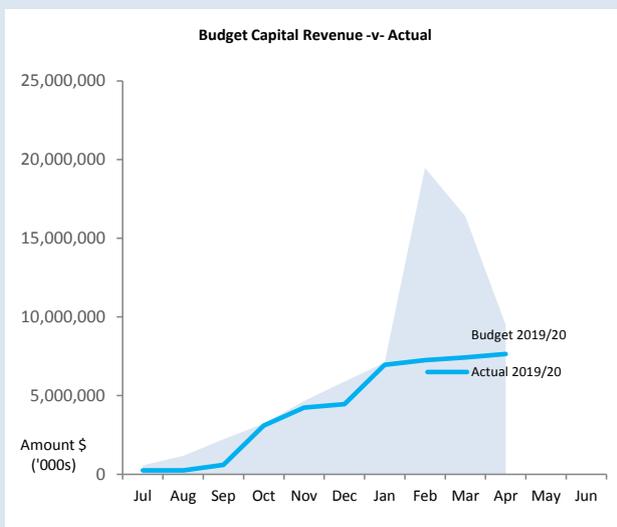
**Budget Operating Revenues -v- Actual**



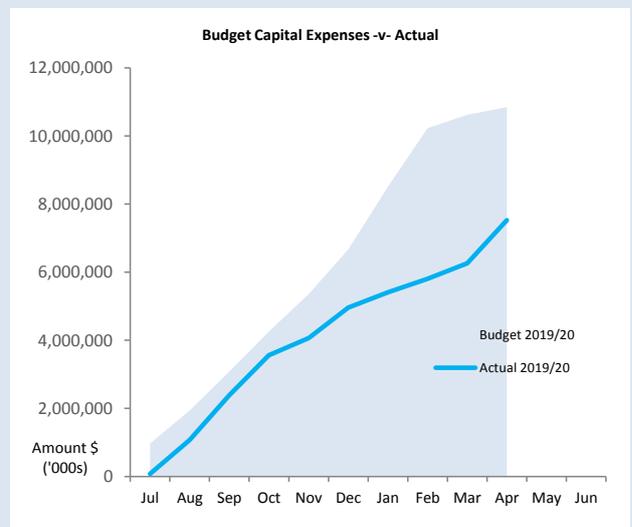
**Budget Operating Expenses -v-YTD Actual**



**CAPITAL REVENUE**



**CAPITAL EXPENSES**



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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 APRIL 2020**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	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.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	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.
<b>HEALTH</b>	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.
<b>EDUCATION AND WELFARE</b>	To provide services to disadvantaged persons, the elderly, children and youth.	Year round care, housing for the aged and educational services.
<b>HOUSING</b>	To provide and maintain staff and elderly residents housing.	Provision and maintenance of staff and elderly residents housing.
<b>COMMUNITY AMENITIES</b>	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.
<b>RECREATION AND CULTURE</b>	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.
<b>TRANSPORT</b>	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.
<b>ECONOMIC SERVICES</b>	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.
<b>OTHER PROPERTY AND SERVICES</b>	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 30 APRIL 2020**

**STATUTORY REPORTING PROGRAMS**

	Ref	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
	Note					\$	%	
<b>Opening Funding Surplus(Deficit)</b>	1(b)	\$ 2,533,659	\$ 2,837,481	\$ 2,837,481	\$ 2,837,485	\$ 4	0%	
<b>Revenue from operating activities</b>								
Governance		388,089	464,590	72,376	<b>62,885</b>	(9,491)	(13%)	
General Purpose Funding - Rates	5	4,101,472	4,143,220	4,141,221	<b>4,140,161</b>	(1,060)	(0%)	
General Purpose Funding - Other		1,395,300	1,471,204	1,145,502	<b>1,005,898</b>	(139,604)	(12%)	▼
Law, Order and Public Safety		216,719	224,191	216,246	<b>203,316</b>	(12,930)	(6%)	
Health		3,844	3,394	2,850	<b>579</b>	(2,271)	(80%)	
Education and Welfare		145,555	99,550	96,454	<b>53,014</b>	(43,440)	(45%)	▼
Housing		227,571	228,721	186,820	<b>156,617</b>	(30,203)	(16%)	▼
Community Amenities		898,873	910,339	894,545	<b>899,727</b>	5,182	1%	
Recreation and Culture		508,319	253,559	205,062	<b>302,178</b>	97,116	47%	▲
Transport		228,922	441,616	205,824	<b>207,392</b>	1,568	1%	
Economic Services		975,452	851,529	662,404	<b>651,731</b>	(10,673)	(2%)	
Other Property and Services		45,000	75,000	63,671	<b>62,666</b>	(1,005)	(2%)	
		<b>9,135,116</b>	<b>9,166,913</b>	<b>7,892,975</b>	<b>7,746,164</b>			
<b>Expenditure from operating activities</b>								
Governance		(1,351,357)	(1,372,354)	(1,161,784)	<b>(834,564)</b>	(327,220)	(28%)	▼
General Purpose Funding		(314,665)	(314,665)	(257,952)	<b>(212,308)</b>	(45,644)	(18%)	▼
Law, Order and Public Safety		(485,606)	(496,359)	(421,426)	<b>(463,903)</b>	42,477	10%	▲
Health		(171,035)	(198,766)	(168,340)	<b>(171,624)</b>	3,284	2%	
Education and Welfare		(485,026)	(487,586)	(409,069)	<b>(397,627)</b>	(11,442)	(3%)	
Housing		(377,201)	(379,315)	(313,313)	<b>(256,056)</b>	(57,257)	(18%)	▼
Community Amenities		(1,146,172)	(1,137,206)	(951,218)	<b>(944,738)</b>	(6,480)	(1%)	
Recreation and Culture		(4,176,533)	(4,050,119)	(3,411,562)	<b>(3,176,834)</b>	(234,728)	(7%)	
Transport		(4,294,000)	(4,309,913)	(3,557,849)	<b>(3,523,915)</b>	(33,934)	(1%)	
Economic Services		(1,626,900)	(1,527,066)	(1,292,944)	<b>(1,174,992)</b>	(117,952)	(9%)	
Other Property and Services		(41,119)	(34,228)	(17,266)	<b>165,830</b>	(183,096)	(1060%)	▼
		<b>(14,469,614)</b>	<b>(14,307,577)</b>	<b>(11,962,723)</b>	<b>(10,990,731)</b>			
<b>Operating activities excluded from budget</b>								
Add Back Depreciation		5,960,636	5,988,533	4,990,440	<b>4,999,160</b>			
Adjust (Profit)/Loss on Asset Disposal	6	0	(242,174)	(842)	<b>(842)</b>			
Amherst Reducing Equity		0	(65,058)	(65,058)	<b>(65,058)</b>			
Adjust Provisions and Accruals		0	(127,643)	(127,643)	<b>(127,633)</b>			
<b>Amount attributable to operating activities</b>		<b>626,138</b>	<b>412,994</b>	<b>727,149</b>	<b>1,561,060</b>			
<b>Investing Activities</b>								
Non-operating Grants, Subsidies and Contributions	10	12,958,981	10,878,193	9,408,555	<b>7,647,486</b>	(1,761,069)	(19%)	▼
Proceeds from Disposal of Assets	6	0	608,665	0	<b>1,465</b>	1,465		
Capital Acquisitions	7	(16,812,861)	(14,443,098)	(10,846,748)	<b>(7,527,373)</b>	(3,319,375)	(31%)	▼
<b>Amount attributable to investing activities</b>		<b>(3,853,880)</b>	<b>(2,956,240)</b>	<b>(1,438,193)</b>	<b>121,578</b>			
<b>Financing Activities</b>								
Proceeds from New Debentures		710,000	170,000	170,000	<b>0</b>	(170,000)	(100%)	▼
Transfer from Reserves	9	8,150,079	2,100,590	79,523	<b>0</b>	(79,523)	(100%)	▼
Repayment of Debentures	8	(210,797)	(210,797)	(110,636)	<b>(104,502)</b>	6,134	(6%)	
Transfer to Reserves	9	(7,955,199)	(2,354,027)	(711,032)	<b>(81,880)</b>	629,152	(88%)	
<b>Amount attributable to financing activities</b>		<b>694,083</b>	<b>(294,234)</b>	<b>(572,145)</b>	<b>(186,382)</b>			
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>1,554,292</b>	<b>4,333,740</b>			

**KEY INFORMATION**

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

Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% 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 30 APRIL 2020**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**PROFIT ON ASSET DISPOSAL**

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

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

**INTEREST 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.

**NATURE OR TYPE DESCRIPTIONS**

**EXPENSES**

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**BY NATURE OR TYPE**

	Ref Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	1(b)	2,533,659	2,837,481	2,837,481	<b>2,837,485</b>	4	0%	
<b>Revenue from operating activities</b>								
Rates	5	4,101,472	4,143,220	4,141,221	<b>4,140,161</b>	(1,060)	(0%)	
Operating Grants, Subsidies and Contributions	10	1,853,766	1,766,588	1,424,900	<b>1,299,957</b>	(124,943)	(9%)	
Fees and Charges		2,008,324	1,841,863	1,596,351	<b>1,647,306</b>	50,955	3%	
Interest Earnings		663,854	663,854	287,522	<b>182,282</b>	(105,240)	(37%)	▼
Other Revenue		507,700	497,489	442,139	<b>475,616</b>	33,477	8%	
Profit on Disposal of Assets	6	0	253,899	842	<b>842</b>	0	0%	
		<b>9,135,116</b>	<b>9,166,913</b>	<b>7,892,975</b>	<b>7,746,164</b>			
<b>Expenditure from operating activities</b>								
Employee Costs		(4,252,067)	(4,370,096)	(3,547,245)	<b>(3,632,959)</b>	85,714	2%	
Materials and Contracts		(2,915,839)	(2,639,051)	(2,296,077)	<b>(1,353,368)</b>	(942,709)	(41%)	▼
Utility Charges		(491,219)	(494,911)	(415,954)	<b>(376,723)</b>	(39,231)	(9%)	
Depreciation on Non-Current Assets		(5,960,636)	(5,988,533)	(4,990,440)	<b>(4,999,160)</b>	8,720	0%	
Interest Expenses		(117,496)	(117,496)	(61,667)	<b>(45,291)</b>	(16,376)	(27%)	▼
Insurance Expenses		(335,614)	(340,837)	(340,837)	<b>(338,747)</b>	(2,090)	(1%)	
Other Expenditure		(396,743)	(344,928)	(310,503)	<b>(244,483)</b>	(66,020)	(21%)	▼
Loss on Disposal of Assets	6	0	(11,725)	0	<b>0</b>	0		
		<b>(14,469,614)</b>	<b>(14,307,577)</b>	<b>(11,962,723)</b>	<b>(10,990,731)</b>			
<b>Operating activities excluded from budget</b>								
Add back Depreciation		5,960,636	5,988,533	4,990,440	<b>4,999,160</b>			
Adjust (Profit)/Loss on Asset Disposal	6	0	(242,174)	(842)	<b>(842)</b>			
Amherst Reducing Equity		0	(65,058)	(65,058)	<b>(65,058)</b>			
Adjust Provisions and Accruals		0	(127,643)	(127,643)	<b>(127,633)</b>			
<b>Amount attributable to operating activities</b>		<b>626,138</b>	<b>412,994</b>	<b>727,149</b>	<b>1,561,060</b>			
<b>Investing activities</b>								
Non-operating grants, subsidies and contributions	10	12,958,981	10,878,193	9,408,555	<b>7,647,486</b>	(1,761,069)	(19%)	▼
Proceeds from Disposal of Assets	6	0	608,665	0	<b>1,465</b>	1,465		
Capital acquisitions	7	(16,812,861)	(14,443,098)	(10,846,748)	<b>(7,527,373)</b>	(3,319,375)	(31%)	▼
<b>Amount attributable to investing activities</b>		<b>(3,853,880)</b>	<b>(2,956,240)</b>	<b>(1,438,193)</b>	<b>121,578</b>			
<b>Financing Activities</b>								
Proceeds from New Debentures		710,000	170,000	170,000	<b>0</b>	(170,000)	(100%)	▼
Transfer from Reserves	9	8,150,079	2,100,590	79,523	<b>0</b>	(79,523)	(100%)	▼
Repayment of Debentures	8	(210,797)	(210,797)	(110,636)	<b>(104,502)</b>	(6,134)	(6%)	
Transfer to Reserves	9	(7,955,199)	(2,354,027)	(711,032)	<b>(81,880)</b>	(629,152)	(88%)	▼
<b>Amount attributable to financing activities</b>		<b>694,083</b>	<b>(294,234)</b>	<b>(572,145)</b>	<b>(186,382)</b>			
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>1,554,292</b>	<b>4,333,740</b>			

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

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

**SIGNIFICANT ACCOUNTING POLICIES**

**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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**EMPLOYEE BENEFITS**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (*Short-term Benefits*)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**PROVISIONS**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**INVENTORIES**

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.

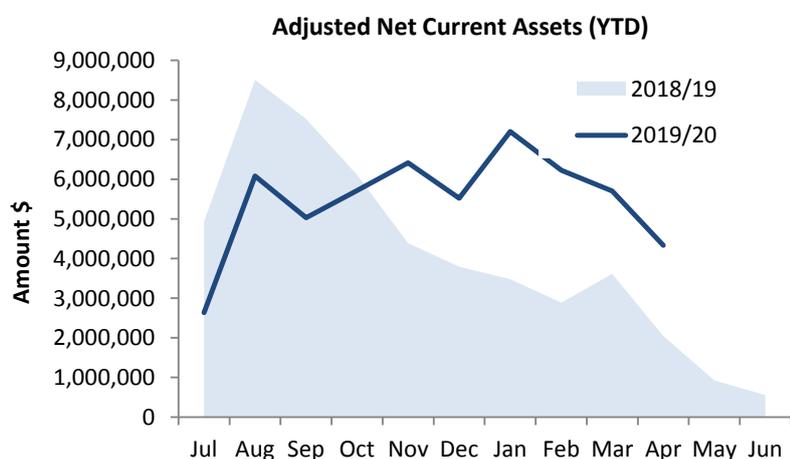
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 30 April 2019	Year to Date Actual 30 April 2020
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	2,651,557	1,501,962	3,277,562
Cash Restricted	3	8,282,831	8,214,336	8,364,710
Cash Restricted - Other	3	11,491,197	14,649,161	6,545,727
Receivables - Rates	4	652,094	770,387	1,212,046
Receivables - Other	4	657,647	590,295	782,799
ATO Receivable		178,519	434,348	138,337
Payments in Advance		8,486	250	250
Net Trust Assets and Liabilities		0	70,087	5
Provision for Doubtful Debts		(303,608)	(303,608)	(303,608)
Inventories		4,581	8,072	14,417
		<b>23,623,304</b>	<b>25,935,290</b>	<b>20,032,245</b>
<b>Less: Current Liabilities</b>				
Payables		(13,560,147)	(16,534,421)	(8,325,896)
Provisions - employee		(667,575)	(679,190)	(550,758)
Long term borrowings		(210,797)	(109,860)	(106,294)
		<b>(14,438,519)</b>	<b>(17,323,471)</b>	<b>(8,982,948)</b>
<b>Unadjusted Net Current Assets</b>		<b>9,184,785</b>	<b>8,611,819</b>	<b>11,049,297</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(8,282,831)	(8,214,336)	(8,364,710)
Add: Provisions - employee		667,575	679,190	550,758
Add: Long term borrowings		210,797	109,860	106,294
Add: Amherst Deposits		934,539	995,089	869,480
Add: Local Government House Trust		122,620	122,620	122,620
<b>Adjusted Net Current Assets</b>		<b>2,837,485</b>	<b>2,304,242</b>	<b>4,333,739</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Statement of Financial Activity.



<b>This Year YTD</b>
<b>Surplus(Deficit)</b>
<b>\$4.33 M</b>
<b>Last Year YTD</b>
<b>Surplus(Deficit)</b>
<b>\$2.3 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 2  
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 budget materially. The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Governance	(9,491)	(13%)		Permanent	Reimbursements are higher than YTD budget. These items are offset by higher expenditure.
General Purpose Funding - Rates	(1,060)	(0%)			
General Purpose Funding - Other	(139,604)	(12%)	▼	Permanent	Lower reimbursements in Rates legal fees
Law, Order and Public Safety	(12,930)	(6%)		Timing	No material variance
Health	(2,271)	(80%)			No material variance
Education and Welfare	(43,440)	(45%)	▼	Timing	Partly \$57K Grant funding not received
Housing	(30,203)	(16%)	▼	Timing	Housing revenue is lower than YTD budget. Staff will review allocations.
Community Amenities	5,182	1%			No material variance
Recreation and Culture	97,116	47%	▲	Timing	Grant funding not yet received
Transport	1,568	1%			No material variance
Economic Services	(10,673)	(2%)			No material variance
Other Property and Services	(1,005)	(2%)			No material variance
<b>Expenditure from operating activities</b>					
Governance	(327,220)	(28%)	▼	Timing	Allocation correction
General Purpose Funding	(45,644)	(18%)	▼	Timing	Lower YTD expenditure in Rates legal fees (\$37k) and administration allocations (\$7k). These may even out over the next few months.
Law, Order and Public Safety	42,477	10%	▲		No material variance
Health	3,284	2%			No material variance
Education and Welfare	(11,442)	(3%)			No material variance
Housing	(57,257)	(18%)	▼	Timing	Staff housing allocations are lower than YTD budget. 4 houses are unoccupied
Community Amenities	(6,480)	(1%)			No material variance
Recreation and Culture	(234,728)	(7%)			No material variance
Transport	(33,934)	(1%)			No material variance
Economic Services	(117,952)	(9%)			No material variance
Other Property and Services	(183,096)	(1060%)	▼	Timing	Plant and PWO allocations are over recovered. Staff will review these allocations as soon as possible.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 2  
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 budget materially. The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions	(1,761,069)	(19%)	▼	Timing	Non-Operating grants are lower than YTD budget, these are mainly timing issues with receipt of funds
Proceeds from Disposal of Assets	1,465			Permanent	No material variance
Capital Acquisitions	(3,319,375)	(31%)	▼	Timing	Capital projects are progressing, refer to Note 7.
<b>Financing Activities</b>					
Proceeds from New Debentures	(170,000)	(100%)	▼	Timing	Loan not yet taken
Transfer from Reserves	(79,523)	(100%)	▼	Timing	Reserve transfers not yet processed - will take place during annual reporting processes.
Transfer to Reserves	629,152	(88%)		Timing	Reserve transfers not yet processed - will take place during annual reporting processes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 2  
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 budget materially. The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

Nature / Type	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Rates	(1,060)	(0%)			No material variance
Operating Grants, Subsidies and Contributions	(124,943)	(9%)			No material variance
Fees and Charges	50,955	3%			No material variance
Interest Earnings	(105,240)	(37%)	▼	Permanent	Interest earnings are expected to be lower than budget, due to declining rates and will be addressed with the budget review.
Other Revenue	33,477	8%			No material variance
Profit on Disposal of Assets	0	0%			
<b>Expenditure from operating activities</b>					
Employee Costs	85,714	2%			No material variance
Materials and Contracts	(942,709)	(41%)	▼	Timing	With the majority of lower expenditure within the Community Amenities, Recreation and Transport Programs. These budgets are spread evenly over 12 months so may even out over the next few months.
Utility Charges	(39,231)	(9%)			No material variance
Depreciation on Non-Current Assets	8,720	0%			No material variance
Interest Expenses	(16,376)	(27%)	▼	Timing	Interest expense budgets are distributed over 12 months, expenses are expected to even out by June.
Insurance Expenses	(2,090)	(1%)			No material variance
Other Expenditure	(66,020)	(21%)	▼	Timing	
Loss on Disposal of Assets	0	0%			No material variance

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS**

**Municipal**

Bank	Deposit Details	Lodgement Date	Maturity Date	Total YTD Actual	Interest Rate	Interest to be Earned
CBA	066-515 00000015	N/A	N/A	3,338,453.12	N/A	61.75
CBA	35-586-305	N/A	N/A	263,436.74	0.20%	100.64
Treasury	OCDF - Main ECH	N/A	N/A	4,202,352.30	0.20%	690.90
Treasury	OCDF - Heritage Centre	N/A	N/A	2,354,064.66	0.20%	387.00
				<b>10,158,306.82</b>		

**Reserve**

NAB	24-429-3575	27/04/2020	26/06/2020	1,500,042.54	0.55%	1,356.19
NAB	31-081-3138	8/12/2019	8/06/2020	3,315,273.60	1.53%	25,431.33
NAB	31-086-0209	8/12/2019	8/06/2020	3,196,661.30	1.53%	24,521.46
NAB	80-741-7341	24/02/2020	24/06/2020	91,166.18	1.50%	453.34
				<b>8,103,143.62</b>		

**Trust**

CBA	066-515 10124846	N/A	N/A	67,347.74	N/A	-
				<b>67,347.74</b>		

**Cash and Investments Totals**

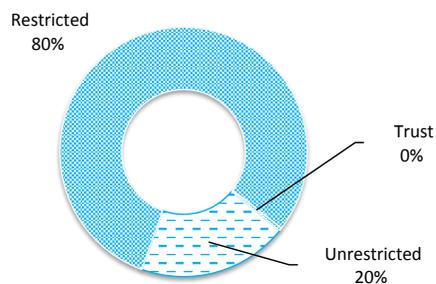
**18,328,798.18**

**SIGNIFICANT ACCOUNTING POLICIES**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 financial position.

**KEY INFORMATION**

Variance between Note 1(b) Adjusted Net Current Assets and Note 3 Cash and Investments occurs where the timing of deposits and withdrawals through the bank accounts do not perfectly align with system receipts and payments.



**Total Cash**  
**\$18.33 M**

**Unrestricted**  
**\$3.6 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Rates Receivable	30 June 2019	30 April 2020
	\$	\$
Opening Arrears Previous Years	817,834	652,094
Levied this year	4,014,644	4,140,161
<u>Less</u> Collections to date	(3,949,368)	(3,349,192)
Equals Current Outstanding	<b>883,110</b>	<b>1,443,063</b>
<u>Less</u> Pensioner deferred rates	(231,016)	(231,016)
<b>Net Rates Collectable</b>	<b>652,094</b>	<b>1,212,047</b>
% Collected	81.73%	71.26%

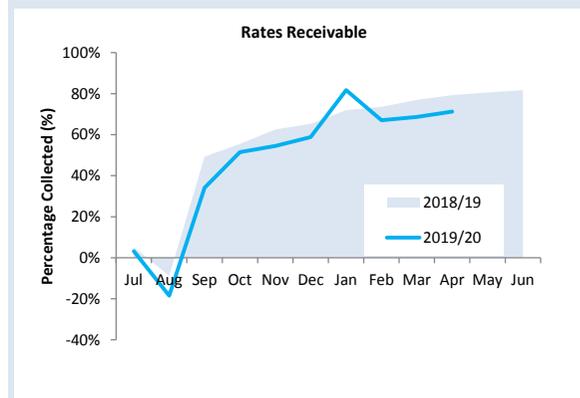
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	245,525	14,752	7,868	360,017	628,161
Percentage	39%	2%	1%	57%	
<b>Balance per Trial Balance</b>					
Sundry debtors					782,799
GST receivable					138,337
Loans receivable - clubs/institutions					0
Income in advance					0
<b>Total Receivables General Outstanding</b>					<b>921,136</b>
<b>Amounts shown above include GST (where applicable)</b>					

**KEY INFORMATION**

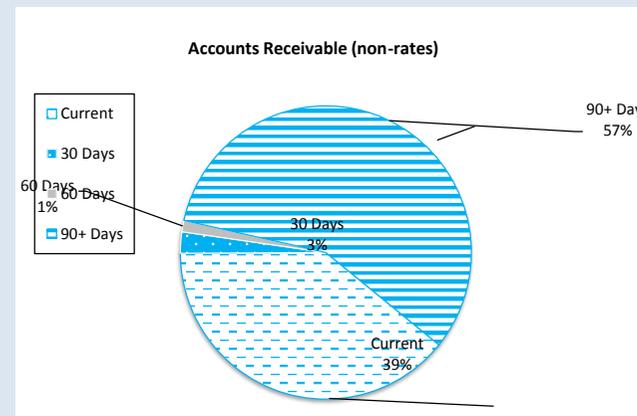
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**SIGNIFICANT ACCOUNTING POLICIES**

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 doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
<b>71%</b>	<b>\$1,212,047</b>



<b>Debtors Due</b>
<b>\$921,136</b>
<b>Over 30 Days</b>
<b>61%</b>
<b>Over 90 Days</b>
<b>57%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

**Significant Rates Debtors Outstanding Exceeding \$10,000:**

Assessment #	Rates		% of Outstanding Rates Total	Comments
	Outstanding			
A37	\$ 10,921		0.76%	Legal Action
A86	\$ 16,491		1.14%	
A108	\$ 12,641		0.88%	Legal Action
A183	\$ 28,501		1.98%	Legal Action
A184	\$ 85,835		5.95%	Legal Action
A267	\$ 14,338		0.99%	Pensioner
A569	\$ 19,107		1.32%	Legal Action
A572	\$ 13,139		0.91%	
A682	\$ 10,380		0.72%	Pensioner
A831	\$ 10,423		0.72%	Pensioner
A897	\$ 15,154		1.05%	Legal Action
A905	\$ 17,141		1.19%	
A1048	\$ 12,209		0.85%	Legal Action
A1148	\$ 10,570		0.73%	Pensioner
A1165	\$ 12,386		0.86%	Legal Action
A1192	\$ 11,814		0.82%	Pensioner
A1232	\$ 13,320		0.92%	Pensioner
A1238	\$ 10,251		0.71%	Pensioner
A1260	\$ 15,393		1.07%	Pensioner
A1347	\$ 14,603		1.01%	Legal Action
A1458	\$ 14,738		1.02%	Deceased Est.
A1514	\$ 27,431		1.90%	Legal Action
A1617	\$ 11,509		0.80%	Deceased Est.
A2264	\$ 19,968		1.38%	Legal Action
A2693	\$ 16,320		1.13%	Legal Action
A2695	\$ 14,383		1.00%	Payment Plan
A2712	\$ 20,441		1.42%	Legal Action
A2842	\$ 35,069		2.43%	
A3128	\$ 24,615		1.71%	Payment Plan
A3222	\$ 33,118		2.30%	Deceased Est.
A3276	\$ 12,157		0.84%	
A3341	\$ 23,320		1.62%	Payment Plan
A3731	\$ 17,050		1.18%	
A3732	\$ 22,993		1.59%	
	<b>\$ 647,732</b>		<b>44.89%</b>	

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

Debtor #	Debtor Outstanding	% of Outstanding Receivables - General Total		Age	Comments
BRIDE	\$ 250,906	39.94%		90+ Days	Ongoing
	<b>\$ 250,906</b>	<b>39.94%</b>			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

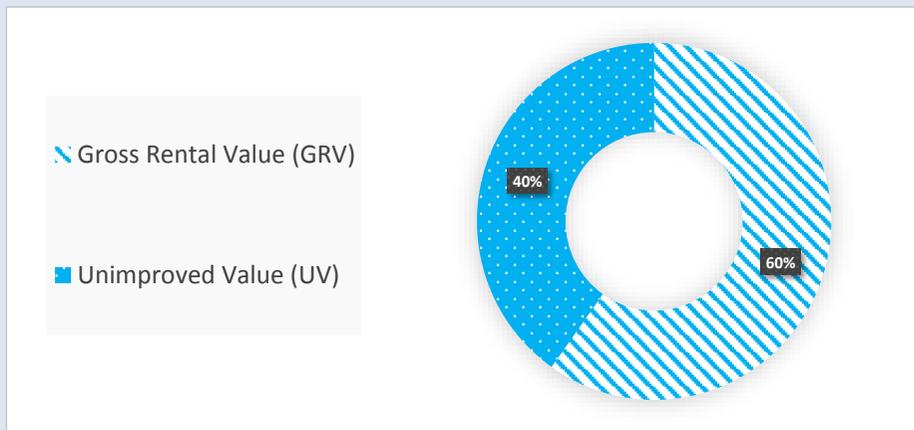
General Rate Revenue	Amended Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>General Rate</b>											
Gross Rental Value (GRV)	0.101250	1194	19,901,778	2,013,205	4,000	0	2,017,205	2,015,005	34,170	0	2,049,175
Unimproved Value (UV)	0.010400	209	131,649,500	1,369,155	0	0	1,369,155	1,367,167	7,017	1,987	1,376,171
<b>Sub-Totals</b>		<b>1,403</b>	<b>151,551,278</b>	<b>3,382,360</b>	<b>4,000</b>	<b>0</b>	<b>3,386,360</b>	<b>3,382,172</b>	<b>41,187</b>	<b>1,987</b>	<b>3,425,346</b>
<b>Minimum \$</b>											
<b>Minimum Payment</b>											
Gross Rental Value (GRV)	979	607	3,916,780	594,253	0	0	594,253	594,253	0	0	594,253
Unimproved Value (UV)	979	121	6,262,342	118,459	0	0	118,459	118,459	0	0	118,459
<b>Sub-Totals</b>		<b>728</b>	<b>10,179,122</b>	<b>712,712</b>	<b>0</b>	<b>0</b>	<b>712,712</b>	<b>712,712</b>	<b>0</b>	<b>0</b>	<b>712,712</b>
<b>Total Rates Levied</b>							<b>4,099,072</b>	<b>4,094,884</b>	<b>41,187</b>	<b>1,987</b>	<b>4,138,058</b>
Discount							(1,500)				(2,293)
Rates Adjustments							(500)				38
<b>Amount from General Rates</b>							<b>4,097,072</b>				<b>4,135,803</b>
Ex-Gratia Rates							4,400				4,358
<b>Total Rates</b>							<b>4,101,472</b>				<b>4,140,161</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**KEY INFORMATION**

The 2019/20 rates were raised on 21 August 2019.



General Rates		
Budget	YTD Actual	%
<b>\$4.1 M</b>	<b>\$4.14 M</b>	<b>101%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020

OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Property Plant and Equipment - Plant</b>									
P670	Honda TRX420 4 Wheel Motorcycle KA11992	623	1,465	842	0	750	1,465	715	0
P819	Prado CEO (Replace)	42,229	53,000	10,771		0	0	0	0
P818	Holden MOF (Replace)	17,646	30,000	12,354		0	0	0	0
P792	Colorado Trailblazer WS	9,997	25,000	15,003		0	0	0	0
P827	Colorado EXEC 1	28,923	32,000	3,077		0	0	0	0
P787	Colorado EXEC 2	37,014	32,000		(5,014)	0	0	0	0
P792	Colorado Ute 4 x 4 (Replace/Upgrade)	9,997	7,200		(2,797)	0	0	0	0
P508	Hyundai Hiload	2,096	10,000	7,904		0	0	0	0
P625	Maxda BT50 P&G (Upgrade to dual cab 4X4)	1,467	3,000	1,533		0	0	0	0
P702	Bushfire Trailer	0	0			0	0	0	0
P733	Manitou	39,345	100,000	60,655		0	0	0	0
P732	Ford Ranger Dual -LH Cons	2,018	0		(2,018)	0	0	0	0
P676	Ford Ranger P&G (Upgrade to dual cab 4 x 4)	2,018	5,000	2,982		0	0	0	0
P678	Fuso Canter - Works	14,443	25,000	10,557		0	0	0	0
P557	Fuso Canter - Civil	14,443	25,000	10,557		0	0	0	0
P672	Mower	0	0			0	0	0	0
P710	DAF Tipper Sell/Replace purpose built Water Cart	60,982	100,000	39,018		0	0	0	0
P755	Volvo Backhoe - sell only	11,354	60,000	48,646		0	0	0	0
	JCB Backhoe - sell only	71,895	70,000		(1,895)	0	0	0	0
P779	CAT Backhoe - replaces two previous	0	0			0	0	0	0
	Saleyard Skid Steer	953	0			0	0	0	0
	Volvo Front End Loader - Waste site	0	30,000	30,000		0	0	0	0
	Traxcavator for Waste Site - New Plant	0	0			0	0	0	0
		<b>367,444</b>	<b>608,665</b>	<b>253,899</b>	<b>(11,724)</b>	<b>750</b>	<b>1,465</b>	<b>715</b>	<b>0</b>

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$608,665</b>	<b>\$1,465</b>	<b>0%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020

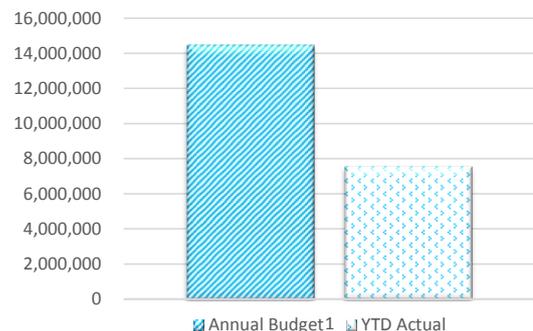
INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS

Capital Acquisitions	Original	Amended		YTD Actual	YTD Budget
	Annual Budget	Annual Budget	YTD Budget	Total	Variance
		\$	\$	\$	\$
Property Plant and Equipment - Buildings non-specialised	3,088,750	70,000	70,000	61,983	-8,017
Property Plant and Equipment - Buildings specialised	12,130,806	11,081,376	9,179,939	6,265,146	-2,914,793
Property Plant and Equipment - Furniture and Equipment	25,000	25,000	25,000	0	-25,000
Property Plant and Equipment - Plant	0	1,633,000	0	0	0
Infrastructure - Roads	1,185,000	1,185,000	1,123,088	774,736	-348,352
Infrastructure - Footpaths	100,000	100,000	100,000	84,165	-15,835
Infrastructure - Parks and Ovals	43,305	58,522	58,522	55,651	-2,871
Infrastructure - Other	240,000	290,200	290,199	285,692	2,380
<b>Capital Expenditure Totals</b>	<b>16,812,861</b>	<b>14,443,098</b>	<b>10,846,748</b>	<b>7,527,373</b>	<b>(3,312,488)</b>
<b>Capital Acquisitions Funded By:</b>					
		\$	\$	\$	\$
Capital grants and contributions	12,958,981	10,878,193	9,408,555	7,647,486	(1,761,069)
Borrowings	710,000	170,000	170,000	0	(170,000)
Other (Disposals & C/Fwd)	0	608,665	0	1,465	1,465
Cash Backed Reserves					
Plant Replacement Reserve	702,465	702,465	0	0	0
Land & Buildings Reserve	145,000	145,000	0	0	0
New Saleyard Project Reserve	422,000	422,000	0	0	0
Heritage Project Reserve	0	0	0	0	0
Contribution - operations	1,874,415	1,516,775	1,268,193	(121,578)	(1,389,771)
<b>Capital Funding Total</b>	<b>16,812,861</b>	<b>14,443,098</b>	<b>10,846,748</b>	<b>7,527,373</b>	<b>(3,319,375)</b>

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.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$14.44 M</b>	<b>\$7.53 M</b>	<b>52%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$10.88 M</b>	<b>\$7.65 M</b>	<b>70%</b>

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

	Key Information Note	Original Annual Budget [a]	Amended Annual Budget [b]	YTD Budget [c]	YTD Actual [d]	Variance (Under)/Over [d] - [c]
<b>Capital Expenditure</b>						
	Property Plant and Equipment - Buildings non-specialised	0	0	0	0	0
	Governance	0	0	0	0	0
89% 	Aged Accommodation	3,088,750	70,000	70,000	61,983	(8,017) Awaiting approval for variation from BBRF
	<b>Property Plant and Equipment - Buildings non-specialised Total</b>	<b>3,088,750</b>	<b>70,000</b>	<b>70,000</b>	<b>61,983</b>	<b>-8,017</b>
	Property Plant and Equipment - Buildings specialised	0	0	0	0	0
	Governance	0	0	0	0	0
13% 	New Administration Building	150,000	150,000	116,680	19,144	(97,536) in Progress
92% 	Welcome Precinct	4,142,965	3,513,534	2,927,950	3,234,544	306,594 in Progress
41% 	Plesse Park Precinct	6,226,158	5,257,720	4,381,430	2,174,446	(2,206,984) in Progress
	<b>Law, Order and Public Safety</b>	0	0	0	0	0
123% 	Regional Pound	10,000	10,000	10,000	12,254	2,254
	<b>Health</b>	0	0	0	0	0
	Land & Buildings (OHE)	505,000	505,000	336,736	0	(336,736) Working on plans
	<b>Community Amenities</b>					
51% 	Regional Waste Initiative	970,842	1,427,879	1,189,900	729,770	(460,130) in Progress
	<b>Recreation and Culture</b>					
	Repaint Pool Bowl	59,202	74,202	74,202	0	(74,202) in Progress
98% 	Library Carpet Replacement	2,000	2,000	2,000	1,957	(43)
100% 	Bi-Annual Sand & Seal Main Stadium & Dance Floor	10,800	10,800	10,800	10,773	(27)
	Ventilation System At Main Stadium & Ram Pavillion & Replacement Of Insect Screens	13,000	13,000	13,000	0	(13,000) Contract Awarded
	Sprig Bar Carpark	11,000	11,000	11,000	0	(11,000) Contract Awarded
	Cctv Upgrade & Install Additional 3 Cameras	15,500	15,500	15,500	0	(15,500) in Progress
95% 	Top Oval Remediation	0	76,402	76,402	72,486	(3,916) in Progress
	<b>Transport</b>					
68% 	Asbestos Removal	14,339	14,339	14,339	9,773	(4,566)
		0	0	0	0	0
	<b>Property Plant and Equipment - Buildings specialised Total</b>	<b>12,130,806</b>	<b>11,081,376</b>	<b>9,179,939</b>	<b>6,265,146</b>	<b>(2,914,793)</b>
	Property Plant and Equipment - Furniture and Equipment	0	0	0	0	0
	<b>Law, Order and Public Safety</b>	0	0	0	0	0
	OLO - Purchase of Equipment	25,000	25,000	25,000	0	(25,000)
	<b>Property Plant and Equipment - Furniture and Equipment Total</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>-25,000</b>

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

	Key Information Note	Original Annual Budget [a]	Amended Annual Budget [b]	YTD Budget [c]	YTD Actual [d]	Variance (Under)/Over [d] - [c]
<b>Capital Expenditure</b>						
<b>Property Plant and Equipment - Plant</b>						
<b>Governance</b>						
Prado CEO (Replace)		0	65,000	0	0	0
Holden MOF (Replace)		0	35,000	0	0	0
Colorado Trailblazer WS		0	35,000	0	0	0
Colorado EXEC 1		0	0	0	0	0
Colorado EXEC 2		0	0	0	0	0
Colorado Ute 4 x 4 (Replace/Upgrade)		0	35,000	0	0	0
<b>Transport</b>						
Hyundai Hiload	3	0	0	0	0	0
Maxda BT50 P&G (Upgrade to dual cab 4X4)		0	36,000	0	0	0
Bushfire Trailer		0	5,000	0	0	0
Manitou		0	0	0	0	0
Ford Ranger Dual -LH Cons		0	36,000	0	0	0
Ford Ranger P&G (Upgrade to dual cab 4 x 4)		0	34,000	0	0	0
Fuso Canter - Works		0	75,000	0	0	0
Fuso Canter - Civil		0	75,000	0	0	0
Mower		0	5,000	0	0	0
DAF Tipper Sell/Replace purpose built Water Cart		0	270,000	0	0	0
Volvo Backhoe - sell only		0	0	0	0	0
JCB Backhoe - sell only		0	0	0	0	0
CAT Backhoe - replaces two previous		0	165,000	0	0	0
Saleyrd Skid Steer		0	62,000	0	0	0
Volvo Front End Loader - Waste site		0	300,000	0	0	0
Traxcavotor for Waste Site - New Plant		0	400,000	0	0	0
<b>Property Plant and Equipment - Plant Total</b>		<b>0</b>	<b>1,633,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

	Key Information Note	Original Annual Budget [a]	Amended Annual Budget [b]	YTD Budget [c]	YTD Actual [d]	Variance (Under)/Over [d] - [c]		
<b>Capital Expenditure</b>								
	<b>Infrastructure - Roads</b>	0	0	0	0	0	0	0
	<b>Transport</b>	0	0	0	0	0	0	0
102% 	Conroy Street SLK 0.00 - 2.90 (Repair and reseal sections)	225,000	225,000	225,000	230,217	5,217		
	Washington Road SLK 0.00 - 3.86 (Resheet)	125,000	125,000	125,000	121,074	(3,926)		
96% 	Hensman Road SLK 0.00 - 3.40 (Resheet)	105,000	105,000	105,000	101,272	(3,728)		
	Cullen Street SLK 0.28 - 0.70 (Repair failures and reseal)	110,000	110,000	110,000	0	(110,000)		
99% 	Kowald Road SLK 0.00 - 4.66 (Resheet)	90,000	90,000	90,000	89,444	(556)		
56% 	Forrest Hills Road SLK 0.00 - 3.00 (Verge clearing and drainage improvements)	2	150,000	150,000	137,030	(53,723)		
36% 	Robertson Road SLK 0.00 - 4.00 (Verge clearing and drainage improvements)		180,000	180,000	164,378	(99,359)		
	Hutton Rd SLK4.50 - SLK 11.25 (6.75km Resheet)	0	0	0	0	0		
	Fairfield Road - Repair failed pavement & reseal to 6m (4.5km) (SLK 0 - 4.5)	0	0	0	0	0		
42% 	Resheet	2	200,000	200,000	166,680	(82,277)		
	Warren Road - Pavement mark separation and barrier lines	0	0	0	0	0		
	Hutton Road - Resheet (6.75 km)	0	0	0	0	0		
	Conroy Street - Repair Failures & Reseal (0.29 Km) (Slk 1.64 - 1.86)	0	0	0	0	0		
	Andover Street (At Clive) - Reconstruct & Reseal (0.1 Km) (Slk 0.995 - 0.876)	0	0	0	0	0		
	Laneway - St John Ambulance - Asphalt	0	0	0	0	0		
	<b>Infrastructure - Roads Total</b>	<b>1,185,000</b>	<b>1,185,000</b>	<b>1,123,088</b>	<b>774,736</b>	<b>(348,352)</b>		<b>0</b>
	<b>Infrastructure - Footpaths</b>	0	0	0	0	0		0
	<b>Transport</b>	0	0	0	0	0		0
84% 	Footpath Construction		100,000	100,000	100,000	84,165	(15,835) in Progress	
	<b>Infrastructure - Footpaths Total</b>		<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>84,165</b>	<b>(15,835)</b>	<b>0</b>

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

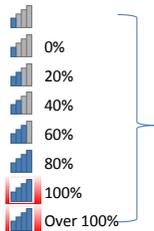
	Key Information Note	Original Annual Budget [a]	Amended Annual Budget [b]	YTD Budget [c]	YTD Actual [d]	Variance (Under)/Over [d] - [c]		
<b>Capital Expenditure</b>								
	Infrastructure - Parks and Ovals	0	0	0	0	0		
	Recreation and Culture	0	0	0	0	0		
95%	RSL/Light Horse Monument	43,305	58,522	58,522	55,651	(2,871)		
95%	<b>Infrastructure - Parks and Ovals Total</b>	<b>43,305</b>	<b>58,522</b>	<b>58,522</b>	<b>55,651</b>	<b>(2,871)</b>	<b>0</b>	<b>0</b>
	Infrastructure - Other	0	0	0	0	0		
	Economic Services	0	0	0	0	0		
101%	Asphalt replacement (ramps)	95,000	145,000	144,999	146,794	1,795 in Progress		
52%	Standpipes tanks - Baker Road	40,000	40,000	40,000	20,870			
101%	Paving around Ram & landscaping improvements	40,000	40,000	40,000	40,585	585		
121%	Saleyard Irrigation/Grey Water Pumps	50,000	60,000	60,000	72,312			
99%	Cctv Cameras At Saleyards	15,000	5,200	5,200	5,131			
	<b>Infrastructure - Other Total</b>	<b>240,000</b>	<b>290,200</b>	<b>290,199</b>	<b>285,692</b>	<b>2,380</b>		
	<b>Grand Total</b>	<b>16,812,861</b>	<b>14,443,098</b>	<b>10,846,748</b>	<b>7,527,373</b>	<b>(3,312,488)</b>	<b>0</b>	<b>0</b>

**KEY INFORMATION**

- Budgeted expenditure spread evenly across 12 months. Actuals will increase as projects progress in coming months.
- Timing of budgeted expenditure not aligned with actuals but not anticipated to overspend.

**Capital Expenditure Total**

**Level of Completion Indicators**



Percentage YTD Actual to Amended Annual Budget  
Expenditure over budget highlighted in red.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS**

Information on Borrowings Particulars	30 June 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>									
Loan 158 - New Admin Building	2,414,608		0	43,917	88,668	2,370,691	2,325,940	39,797	107,617
<b>Recreation and Culture</b>									
Loan148 - Katanning Aquatic Centre	25,693		0	12,658	25,693	13,035	0	844	1,376
<b>Other Property and Services</b>									
Loan 156 - Road Sweeper	179,396		0	29,008	58,366	150,388	121,030	2,815	5,146
Loan 157 - Tipping Truck	117,012		0	18,920	38,070	98,092	78,942	1,836	3,357
DAF Tipper Sell/Replace purpose built Water Cart			170,000				0	0	0
<b>Total</b>	<b>2,736,709</b>	<b>0</b>	<b>170,000</b>	<b>104,502</b>	<b>210,797</b>	<b>2,632,207</b>	<b>2,525,912</b>	<b>45,291</b>	<b>117,496</b>

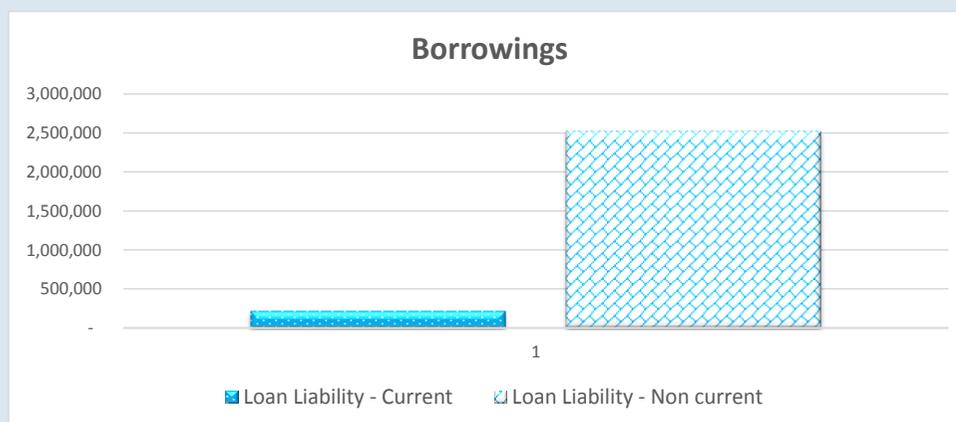
All debenture repayments were financed by general purpose revenue.

**SIGNIFICANT ACCOUNTING POLICIES**

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.

**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.



<b>Principal Repayments</b>	<b>\$104,502</b>
<b>Interest Earned</b>	<b>\$182,282</b>
<b>Interest Expense</b>	<b>\$45,291</b>
<b>Reserves Bal</b>	<b>\$8.36 M</b>
<b>Loans Due</b>	<b>\$2.63 M</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020

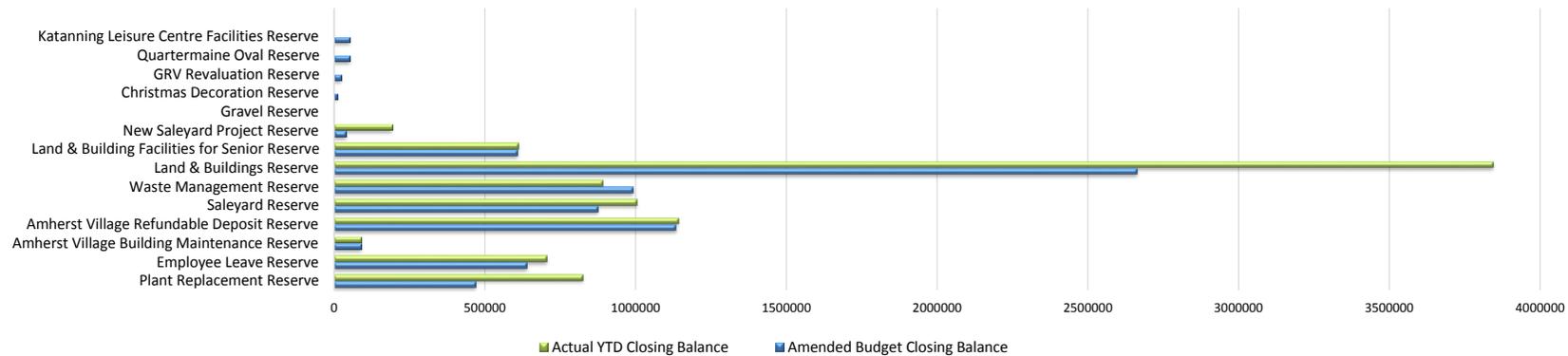
OPERATING ACTIVITIES  
NOTE 9  
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Plant Replacement Reserve	\$ 550,500	\$ 11,949	\$ 5,444	\$ 847,497	\$ 0	\$ (702,465)	\$ 0	\$ 707,481	\$ 555,944
Employee Leave Reserve	729,459	15,848	7,209	50,000	0	0	0	795,307	736,668
Amherst Village Building Maintenance Reserve	93,070	2,024	677	10,120	0	0	0	105,214	93,747
Amherst Village Refundable Deposit Reserve	1,013,412	22,070	10,258	0	0	(69,523)	0	965,959	1,023,670
Saleyard Reserve	1,031,318	22,409	10,193	0	0	0	0	1,053,727	1,041,511
Waste Management Reserve	989,335	21,473	9,778	152,620	0	(670,000)	0	493,428	999,113
Land & Buildings Reserve	2,445,071	53,239	24,181	280,000	0	(145,000)	0	2,633,310	2,469,252
Land & Building Facilities for Senior Reserve	627,984	13,645	6,207	0	0	0	0	641,629	634,191
New Saleyard Project Reserve	560,611	12,080	5,541	342,107	0	(422,000)	0	492,798	566,152
Christmas Decoration Reserve	20,560	446	203	10,000	0	0	0	31,006	20,763
GRV Revaluation Reserve	11,260	252	111	10,000	0	0	0	21,512	11,371
Quartermaine Oval Reserve	95,191	2,067	940	50,000	0	0	0	147,258	96,131
Katanning Leisure Centre Facilities Reserve	97,681	2,121	965	135,352	0	(81,602)	0	153,552	98,646
Election Reserve	9,712	211	96	10,000	0	(10,000)	0	9,923	9,808
Heritage Project Reserve	0	0	0	0	0	0	0	0	0
Library Building Reserve	7,667	166	76	7,500	0	0	0	15,333	7,743
Community & Economic Development Projects Reserve	0	0	0	268,831	0	0	0	268,831	0
	<b>8,282,831</b>	<b>180,000</b>	<b>81,879</b>	<b>2,174,027</b>	<b>0</b>	<b>(2,100,590)</b>	<b>0</b>	<b>8,536,268</b>	<b>8,364,710</b>

KEY INFORMATION

Note 9 - Year To Date Reserve Balance to End of Year Estimate



Grants and Contributions

	Key Information Note	REVENUE					EXPENDITURE					Unspent Grant (Under)/Over [h] - [d]
		Original Annual Budget [a]	Amended Annual Budget [b]	YTD Budget [c]	YTD Actual [d]	Variance (Under)/Over [d] - [c]	Original Annual Budget [e]	Amended Annual Budget [f]	YTD Budget [g]	YTD Actual [h]	Variance (Under)/Over [h] - [g]	
<b>Operating grants, subsidies and contributions</b>												
<b>Governance</b>		0	0	0	0	0	0	0	0	0	0	0
Insurance Scheme Surplus (ADM)		23,723	31,326	23,723	23,723	0	0	0	0	0	0	(23,723)
KCC Redevelopment Project Grant Revenue - A	1	0	0	0	0	0	170,000	170,000	170,000	0	(170,000)	0
ADM - LSL Reimbursement		0	10,000	10,000	9,167	(833)	0	0	0	0	0	(9,167)
<b>General Purpose Funding</b>		0	0	0	0	0	0	0	0	0	0	0
General Purpose Grant (GPF)		747,000	757,357	568,017	568,018	1	0	0	0	0	0	(568,018)
Untied Road Grant (GPF)		232,500	237,897	178,422	178,423	1	0	0	0	0	0	(178,423)
Special Project Grant (GPF)	1	0	60,000	45,000	45,000	0	0	0	0	0	0	(45,000)
ESL Commission (GPF)		4,000	4,000	4,000	4,000	0	0	0	0	0	0	(4,000)
Legal Fees Reimbursement (GPF)		60,000	60,000	40,000	10,824	(29,176)	60,000	60,000	50,000	10,253	(39,747)	(570)
<b>Law, Order and Public Safety</b>		0	0	0	0	0	0	0	0	0	0	0
BFB LGGS Income	2	35,580	39,290	39,290	39,222	(68)	35,580	41,760	38,632	36,000	(2,632)	(3,222)
Contributions & Reimbursements (CESM)		124,518	124,518	124,518	121,463	(3,055)	144,301	144,301	118,028	103,057	(14,971)	(18,405)
Grant Income (FPV) - Aware - Risk Assessment		0	0	0	0	0	0	2,000	2,000	1,993	(7)	1,993
Emergency Incidents Reimbursements		0	3,000	3,000	2,808	(192)	0	0	0	0	0	(2,808)
<b>Education &amp; Welfare Services</b>		0	0	0	0	0	0	0	0	0	0	0
Youth Activity Grant Income		32,000	32,000	32,000	32,670	670	32,000	32,000	26,680	11,362	(15,318)	(21,307)
Seniors Week Grant Income		500	0	0	0	0	1,000	1,000	1,000	0	(1,000)	0
National Youth Week Grant Income (CDOW)		1,000	0	0	0	0	1,000	1,000	1,000	301	(699)	301
Harmony Festival Income Grant		46,500	46,500	46,498	17,500	(28,998)	53,500	53,500	41,875	32,939	(8,936)	15,439
Thank-a Volunteer Day		500	500	0	0	0	1,000	1,000	1,000	0	(1,000)	0
Disability Awareness Week		1,000	0	0	0	0	1,000	0	0	0	0	0
Youth Engagement Grant Income		10,000	10,000	8,750	0	(8,750)	25,000	10,000	8,330	0	(8,330)	0
Grant Income Indigenous Governance		0	0	0	0	0	0	0	0	0	0	0
Seniors - Other Income		0	0	0	0	0	0	0	0	0	0	0
Fostering Integration Grant Income		43,305	0	0	0	0	43,305	43,305	36,852	39,930	3,078	39,930
<b>Community Amenities</b>		0	0	0	0	0	0	0	0	0	0	0
LCDC Lease Vehicle		4,308	4,308	3,590	3,516	(74)	0	4,266	3,656	3,770	114	254
Planning Charges and Reimbursements (TOW)		500	0	0	0	0	0	0	0	0	0	0
<b>Recreation and Culture</b>		0	0	0	0	0	0	0	0	0	0	0
Regional Venues Improvement Fund Grant		25,000	25,000	20,830	0	(20,830)	25,000	25,000	20,830	0	(20,830)	0
Retb Exhibition Reimbursements		3,000	3,000	0	0	0	0	0	0	0	0	0
Heritage Grant Income		30,000	0	0	0	0	30,000	0	0	0	0	0
Get Online Week Grant		0	1,360	1,360	1,359	(1)	0	0	0	0	0	(1,359)
Community Outreach Income		0	0	0	0	0	0	0	0	0	0	0
<b>Transport</b>		0	0	0	0	0	0	0	0	0	0	0
Direct Road Grant (MRBD)		119,872	119,872	119,872	119,872	0	0	0	0	0	0	(119,872)
Commissions & Contributions (TPL)		98,000	98,000	81,660	77,320	(4,340)	0	0	0	0	0	(77,320)

ide

Grants and Contributions

	Key Information Note	REVENUE					EXPENDITURE					Unspent Grant (Under)/Over [h] - [d]	
		Original Annual Budget [a]	Amended Annual Budget [b]	YTD Budget [c]	YTD Actual [d]	Variance (Under)/Over [d] - [c]	Original Annual Budget [e]	Amended Annual Budget [f]	YTD Budget [g]	YTD Actual [h]	Variance (Under)/Over [h] - [g]		
<b>Economic Services</b>		0	0	0	0	0	0	0	0	0	0	0	0
Women's Economic Advancement Project		10,000	10,000	10,000	0	(10,000)	10,000	10,000	10,000	0	(10,000)	0	0
BBRF - Economic Innovation		20,000	-7,300	20,000	7,300	14,600	20,000	20,000	16,660	10,512	(6,148)	3,212	3,212
Tourism Attraction and Development Grant		35,960	10,960	0	0	0	35,960	35,960	29,970	3,791	(26,179)	3,791	3,791
Hidden Treasures		100,000	40,000	33,330	37,773	4,443	100,000	63,000	52,500	57,854	5,354	20,081	20,081
OMI - Major Projects Grant		20,000	20,000	16,670	0	(16,670)	20,000	20,000	16,670	0	(16,670)	0	0
Innovation Development Grant		20,000	20,000	16,670	0	(16,670)	20,000	20,000	16,670	0	(16,670)	0	0
<b>Operating grants, subsidies and contributions Total</b>		<b>1,853,766</b>	<b>1,766,588</b>	<b>1,424,900</b>	<b>1,299,957</b>	<b>(124,943)</b>	<b>828,646</b>	<b>786,992</b>	<b>691,253</b>	<b>340,663</b>	<b>(350,590)</b>	<b>(959,294)</b>	<b>(959,294)</b>
<b>Non-operating grants, subsidies and contributions</b>													
<b>Governance</b>						0	0	0	0	0	0	0	0
Welcome Precinct Grant Funds		3,122,358	6,747,843	5,623,200	5,000,343	(622,857)	4,142,965	3,513,534	2,927,950	3,234,544	306,594	(1,765,799)	(1,765,799)
Piesse Lake Development Grant Funds		5,770,056	1,689,966	1,689,966	843,023	(846,943)	6,226,158	5,257,720	4,381,430	2,174,446	(2,206,984)	1,331,423	1,331,423
Great Southern Aged Accommodation Project		1,668,693	30,000	0	15,351	15,351	3,088,750	70,000	70,000	61,983	(8,017)	46,632	46,632
<b>Health</b>		0	0	0	0	0	0	0	0	0	0	0	0
Grant Income		505,000	505,000	505,000	505,000	0	0	0	0	0	0	0	(505,000)
<b>Community Amenities</b>		0	0	0	0	0	0	0	0	0	0	0	0
CLGF Regional Re Regional Waste Initiative		1,427,879	1,427,879	1,427,879	1,121,260	(306,619)	970,842	1,427,879	1,189,900	729,770	(460,130)	(391,490)	(391,490)
<b>Recreation and Culture</b>		0	0	0	0	0	0	0	0	0	0	0	0
Capital Contribution (OCU)		0	0	0	0	0	43,305	58,522	58,522	55,651	(2,871)	55,651	55,651
<b>Transport</b>		0	0	0	0	0	0	0	0	0	0	0	0
Regional Road Group Funding (CRBD)		150,000	162,510	162,510	162,509	(1)	0	0	0	0	0	0	(162,509)
Roads to Recovery Funding (CRBD)		314,995	314,995	0	0	0	0	0	0	0	0	0	0
<b>Non-operating grants, subsidies and contributions Total</b>		<b>12,958,981</b>	<b>10,878,193</b>	<b>9,408,555</b>	<b>7,647,486</b>	<b>(1,761,069)</b>	<b>14,472,020</b>	<b>10,327,655</b>	<b>8,627,802</b>	<b>6,256,394</b>	<b>(2,371,408)</b>	<b>(1,391,092)</b>	<b>(1,391,092)</b>
<b>Grand Total</b>		<b>14,812,747</b>	<b>12,644,781</b>	<b>10,833,455</b>	<b>8,947,443</b>	<b>(1,886,012)</b>	<b>15,300,666</b>	<b>11,114,647</b>	<b>9,319,055</b>	<b>6,597,057</b>	<b>(2,721,998)</b>	<b>(2,350,386)</b>	<b>(2,350,386)</b>

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 11  
TRUST FUND**

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

<b>Description</b>	<b>Opening Balance 01 July 2019</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 30 April 2020</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Carpark Contribution Liability	<b>8,168</b>	-	-	<b>8,168</b>
Public Open Space Contribution Liability A/c	<b>38,000</b>	-	-	<b>38,000</b>
Ag Society Contributions	<b>15,818</b>	-	-	<b>15,818</b>
Katanning Cinema Project Contributions	<b>5,400</b>	-	-	<b>5,400</b>
	<b>67,386</b>	-	-	<b>67,391</b>

**KEY INFORMATION**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020

NOTE 12  
BUDGET AMENDMENTS

Amendments to original budget since budget adoption.

Program	GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		Opening Surplus(Deficit)			\$	\$ 303,822	\$	\$ 303,822
General Purpose Funding	0021	Back Rates Levied (RAT)		Operating Income		2,000	0	305,822
General Purpose Funding	0031	Interim Rates (RAT)		Operating Income		0	(2,000)	303,822
General Purpose Funding	0121	Rates Levied (RAT)		Rates Levied		41,748	0	345,570
General Purpose Funding	0181	General Purpose Grant (GPF)		Operating Income		10,357	0	355,927
General Purpose Funding	0201	Untied Road Grant (GPF)		Operating Income		5,397	0	361,324
General Purpose Funding	0211	Special Project Grant (GPF)		Operating Income		60,000	0	421,324
General Purpose Funding	0131	Special Arrangement Administration Fee (GPF)		Operating Income		150	0	421,474
						0	0	421,474
Governance	0202	Councillor Travel Expenses (GEM)		Operating Expenditure		2,000	0	423,474
Governance	1842	Expensed Minor Asset Purchases (GEM)		Operating Expenditure		1,000	0	424,474
Governance	7612	Presentations & Gifts (GEM)		Operating Expenditure		0	(3,500)	420,974
Governance	7912	Childcare Allowance (GEM)		Operating Expenditure		200	0	421,174
Governance	0293	Other Reimbursements (GEM)		Operating Income		3,000	0	424,174
Governance	0332	Staff Housing Subsidy (ADM)		Operating Expenditure		0	(16,360)	407,814
Governance	0342	Salary Costs (ADM)		Operating Expenditure		0	(20,000)	387,814
Governance	0343	Paid Parental Leave Expenditure (ADM)		Operating Expenditure		0	(2,752)	385,062
Governance	0372	Insurance (ADM)		Operating Expenditure		0	(5,223)	379,839
Governance	0512	Computer Software Subscriptions (ADM)		Operating Expenditure		0	(644)	379,195
Governance	0622	Expensed Minor Asset Purchases (ADM)		Operating Expenditure		0	(1,500)	377,695
Governance	1062	Depreciation - Furniture & Fittings (ADM)		Operating Expenditure	(7,105)	0	(7,105)	377,695
Governance	3072	Depreciation - Equipment (ADM)		Operating Expenditure	(2,801)	0	(2,801)	377,695
Governance	1193	ADM - LSL Reimbursement		Operating Income		10,000	0	387,695
Governance	1211	Insurance Scheme Surplus (ADM)		Operating Income		7,603	0	395,298
Governance	1315	Paid Parental Leave Reimbursements (ADM)		Operating Income		9,273	0	404,571
Governance	2063	Insurance Claims (ADM)		Operating Income		3,420	0	407,991
Governance	2643	Contribution towards project (ST)		Operating Expenditure		50,000	0	457,991
Governance	1258	Interest on Supertowns Heritage Centre Funding (ST)		Operating Income		0	0	457,991
Governance	2660	Heritage Centre Project DPIRD Grant Funds (ST)		Non- Operating Grants, Subsidies and Contributions		3,625,485	0	4,083,476
Governance	2661	HERITAGE CENTRE PROJECT OTHER GRANT FUNDS (ST)		Non- Operating Grants, Subsidies and Contributions		0	(4,080,090)	3,386
Governance	2669	Great Southern Aged Accommodation Project Revenue (ST)		Non- Operating Grants, Subsidies and Contributions		0	(1,638,693)	(1,635,307)
Governance	0863	Expensed Minor Asset Purchases (OTG)		Operating Expenditure		0	(1,500)	(1,636,807)
Governance	1042	Consultants (OTG)		Operating Expenditure		0	(5,000)	(1,641,807)
Governance	0263	Reimbursements (OTG)		Operating Income		2,000	0	(1,639,807)
						0	0	(1,639,807)
Law, Order, Public Safety	1642	BFB Equipment Maintenance (2. Maint Plant & Equip)		Operating Expenditure		0	(3,180)	(1,642,987)
Law, Order, Public Safety	1727	EMERGENCY INCIDENT EXPENSES		Operating Expenditure		0	(3,000)	(1,645,987)
Law, Order, Public Safety	1731	Grant Expenditure (FPV)		Operating Expenditure		0	(2,000)	(1,647,987)
Law, Order, Public Safety	6112	BFB Uniforms & Protective Clothing (5. Clothing & Accessories)		Operating Expenditure		0	(3,000)	(1,650,987)
Law, Order, Public Safety	9776	Fire Prevention - Other Unclaimable Expenditure (FPV)		Operating Expenditure		0	(3,500)	(1,654,487)
Law, Order, Public Safety	1725	BFB LGGs Income		Operating Income		3,710	0	(1,650,777)
Law, Order, Public Safety	1728	EMERGENCY INCIDENTS REIMBURSEMENTS		Operating Income		3,000	0	(1,647,777)
Law, Order, Public Safety	1730	Broadcasting Site Lease (FPV)		Operating Income		12	0	(1,647,765)
Law, Order, Public Safety	1822	Depreciation - Building (ANI)		Operating Expenditure	3,584	3,584	0	(1,647,765)
Law, Order, Public Safety	1893	Animal Control Products Income (ANI)		Operating Income		0	(200)	(1,647,965)
Law, Order, Public Safety	1983	Poundage Charges (ANI)		Operating Income		1,500	0	(1,646,465)
Law, Order, Public Safety	0347	Employee Superannuation (OLO)		Operating Expenditure		400	0	(1,646,065)
Law, Order, Public Safety	1802	UTILITIES (OLO)		Operating Expenditure		0	(1,057)	(1,647,122)
Law, Order, Public Safety	1917	Neighbourhood Watch (OLO)		Operating Expenditure		1,000	0	(1,646,122)
Law, Order, Public Safety	2033	Abandoned Vehicles Income (OLO)		Operating Income		0	(550)	(1,646,672)
						0	0	(1,646,672)
Health	2062	Depreciation - Buildings (MIH)		Operating Expenditure	(12,000)	0	(12,000)	(1,646,672)
Health	2082	Salary Costs (HIA)		Operating Expenditure		0	(9,991)	(1,656,663)
Health	2352	Mosquito Control (HIA)		Operating Expenditure		2,500	0	(1,654,163)
Health	7527	Staff Housing Subsidy (HIA)		Operating Expenditure		0	(6,240)	(1,660,403)
Health	2133	Other Health Fees (HIA)		Operating Income		0	(500)	(1,660,903)
Health	2233	Food Vendor Fees - inc. GST (HIA)		Operating Income		50	0	(1,660,853)
Health	2185	Building Program - Other Health		Operating Expenditure		0	(2,000)	(1,662,853)
						0	0	(1,662,853)

Welfare Services	0193	Grant Income (EDU)	Operating Income	0	(43,305)	(1,706,158)
Welfare Services	0284	Staff Housing Subsidy (CDOW)	Operating Expenditure	8,840	0	(1,697,318)
Welfare Services	3153	Salaries - MCS (CDOW)	Operating Expenditure	0	0	(1,697,318)
Welfare Services	3183	Grant Expenditure (CDOW)	Operating Expenditure	15,000	0	(1,682,318)
Welfare Services	4293	NAIDOC Week Grant Expenditure (CDOW)	Operating Expenditure	500	0	(1,681,818)
Welfare Services	4350	Drumbeats Grant Expenditure (CDOW)	Operating Expenditure	0	(28,900)	(1,710,718)
Welfare Services	7574	Disability Awareness Week Expenditure	Operating Expenditure	1,000	0	(1,709,718)
Welfare Services	9692	Subscriptions & Memberships (CDOW)	Operating Expenditure	1,000	0	(1,708,718)
Welfare Services	3173	Seniors Week Grant Income (CDOW)	Operating Income	0	(500)	(1,709,218)
Welfare Services	3174	National Youth Week Grant Income (CDOW)	Operating Income	0	(1,000)	(1,710,218)
Welfare Services	4333	Grant Income (CDOW)	Operating Income	0	(1,000)	(1,711,218)
Welfare Services	5333	Other Income (CDOW)	Operating Income	0	(200)	(1,711,418)
				0	0	(1,711,418)
Housing	6592	Utilities (AMH)	Operating Expenditure	0	(1,500)	(1,712,918)
Housing	7492	Advertising & Promotion (AMH)	Operating Expenditure	1,000	0	(1,711,918)
Housing	7802	Building Program - Staff Housing	Operating Expenditure	0	(1,614)	(1,713,532)
Housing	5063	Staff Housing Income - Saleyard Caretakers Unit (STH)	Operating Income	1,150	0	(1,712,382)
				0	0	(1,712,382)
Community Amenities	2622	Utilities (SAN)	Operating Expenditure	0	(684)	(1,713,066)
Community Amenities	7272	Refuse Site Licence (SAN)	Operating Expenditure	0	(50)	(1,713,116)
Community Amenities	7482	Waste Oil Facility (SAN)	Operating Expenditure	100	0	(1,713,016)
Community Amenities	7713	Consultants (SAN)	Operating Expenditure	5,000	0	(1,708,016)
Community Amenities	2603	Domestic Refuse Collection Charges (SAN)	Operating Income	2	0	(1,708,014)
Community Amenities	2615	Disposal Fee - Animals (SAN)	Operating Income	0	(500)	(1,708,514)
Community Amenities	2683	Domestic Refuse Collection Charges - Additional Service (SAN)	Operating Income	226	0	(1,708,288)
Community Amenities	2753	Commercial Refuse Collection Charges (SAN)	Operating Income	744	0	(1,707,544)
Community Amenities	2763	Commercial Refuse Collection Charges - Additional Service (SAN)	Operating Income	2,720	0	(1,704,824)
Community Amenities	2783	Commercial Recycling Bin Collection Charges (SAN)	Operating Income	294	0	(1,704,530)
Community Amenities	2883	Levied Waste Rate (SAN)	Operating Income	3,280	0	(1,701,250)
Community Amenities	2695	Drummaster Expenditure (POE)	Operating Expenditure	850	0	(1,700,400)
Community Amenities	0662	Advertising & Promotion (TOW)	Operating Expenditure	500	0	(1,699,900)
Community Amenities	4274	Municipal Inventory (TOW)	Operating Expenditure	4,000	0	(1,695,900)
Community Amenities	2993	Planning Charges and Reimbursements (TOW)	Operating Income	0	(500)	(1,696,400)
Community Amenities	2672	Utilities (OCA)	Operating Expenditure	0	(50)	(1,696,450)
Community Amenities	3062	Niche Wall Plaques (OCA)	Operating Expenditure	0	(500)	(1,696,950)
Community Amenities	3066	Subscriptions & Memberships (OCA)	Operating Expenditure	0	(200)	(1,697,150)
Community Amenities	3083	Cemetery Charges (OCA)	Operating Income	5,000	0	(1,692,150)
Community Amenities	3093	Funeral Director's Licence (OCA)	Operating Income	200	0	(1,691,950)
				0	0	(1,691,950)
Recreation And Culture	1422	Piano Maintenance (PUB)	Operating Expenditure	250	0	(1,691,700)
Recreation And Culture	2962	Licences & Permits (PUB)	Operating Expenditure	0	(335)	(1,692,035)
Recreation And Culture	3202	Advertising & Promotion (PUB)	Operating Expenditure	1,000	0	(1,691,035)
Recreation And Culture	3242	Depreciation - Furniture & Fittings (PUB)	Operating Expenditure	0	(500)	(1,691,035)
Recreation And Culture	6712	Expensed Minor Asset Purchases (PUB)	Operating Expenditure	4,500	0	(1,686,535)
Recreation And Culture	3243	TOWN HALL HIRE INCOME (PUB)	Operating Income	100	0	(1,686,435)
Recreation And Culture	3273	PUBLIC HALLS LEASE FEES (PUB)	Operating Income	800	0	(1,685,635)
Recreation And Culture	3162	Advertising & Promotion (KAC)	Operating Expenditure	0	(1,000)	(1,686,635)
Recreation And Culture	3342	BUILDING PROGRAM - KATANANNING AQUATIC CENTRE	Operating Expenditure	0	(3,886)	(1,690,521)
Recreation And Culture	3352	Salary Costs (KAC)	Operating Expenditure	12,000	0	(1,678,521)
Recreation And Culture	6752	CLEANING COSTS (KAC)	Operating Expenditure	0	(300)	(1,678,821)
Recreation And Culture	6814	KAC Contract Management (KAC)	Operating Expenditure	0	(56,649)	(1,735,470)
Recreation And Culture	6815	YMCA - Lifeguard Wages (KAC)	Operating Expenditure	33,048	0	(1,702,422)
Recreation And Culture	6816	YMCA - Cafe Expense (KAC)	Operating Expenditure	6,482	0	(1,695,940)
Recreation And Culture	6817	YMCA - Marketing Expense (KAC)	Operating Expenditure	1,500	0	(1,694,440)
Recreation And Culture	6818	YMCA - Insurance (KAC)	Operating Expenditure	298	0	(1,694,142)
Recreation And Culture	6819	YMCA - Communication Expense (KAC)	Operating Expenditure	1,200	0	(1,692,942)
Recreation And Culture	6820	YMCA - Postage & Freight (KAC)	Operating Expenditure	420	0	(1,692,522)
Recreation And Culture	6821	YMCA - IT Support & Software Expense (KAC)	Operating Expenditure	720	0	(1,691,802)
Recreation And Culture	6822	YMCA - Community Event (KAC)	Operating Expenditure	5,000	0	(1,686,802)
Recreation And Culture	6824	YMCA - Licenses & Subscriptions (KAC)	Operating Expenditure	1,200	0	(1,685,602)
Recreation And Culture	6825	YMCA - Management Fees Expense (KAC)	Operating Expenditure	30,668	0	(1,654,934)
Recreation And Culture	6826	YMCA - Training, Recruitment & Travel (KAC)	Operating Expenditure	6,655	0	(1,648,279)
Recreation And Culture	6828	YMCA - Consumables (KAC)	Operating Expenditure	340	0	(1,647,939)
Recreation And Culture	6829	YMCA - Utilities (KAC)	Operating Expenditure	40,635	0	(1,607,304)
Recreation And Culture	6830	YMCA - Maintenance Expense (KAC)	Operating Expenditure	9,632	0	(1,597,672)
Recreation And Culture	6831	YMCA - POOL CHEMICALS EXPENSE (KAC)	Operating Expenditure	3,405	0	(1,594,267)
Recreation And Culture	6833	YMCA - CLEANING (KAC)	Operating Expenditure	4,500	0	(1,589,767)
Recreation And Culture	6835	YMCA - First Aid & Safety (KAC)	Operating Expenditure	300	0	(1,589,467)
Recreation And Culture	3433	Reimbursements (KAC)	Operating Income	0	(35,000)	(1,624,467)
Recreation And Culture	3934	YMCA - Recreation Swimming Income (KAC)	Operating Income	0	(30,164)	(1,654,631)
Recreation And Culture	3935	YMCA - Schools Aquatic Programme Income (KAC)	Operating Income	0	(15,691)	(1,670,322)

Recreation And Culture	3936	YMCA - Cafe Income (KAC)	Operating Income	0	(13,665)	(1,683,987)
Recreation And Culture	3937	YMCA - Profit Share (KAC)	Operating Income	0	(27,284)	(1,711,271)
Recreation And Culture	6832	Effluent Charges (ORS)	Operating Expenditure	0	(401)	(1,711,672)
Recreation And Culture	3943	Property Lease Fees (ORS)	Operating Income	0	(1,185)	(1,712,857)
Recreation And Culture	1282	Depreciation - Equipment (LIB)	Operating Expenditure	(700)	0	(1,712,857)
Recreation And Culture	4102	Grant Expenditure (LIB)	Operating Expenditure	0	(1,500)	(1,714,357)
Recreation And Culture	4145	Equipment Repairs & Maintenance (LIB)	Operating Expenditure	0	(500)	(1,714,857)
Recreation And Culture	5392	Communication Expenses (LIB)	Operating Expenditure	0	(318)	(1,715,175)
Recreation And Culture	4153	Grant Income (LIB)	Operating Income	1,360	0	(1,713,815)
Recreation And Culture	4472	SUBSCRIPTIONS & MEMBERSHIPS (OCU)	Operating Expenditure	0	(300)	(1,714,115)
Recreation And Culture	5374	Grant Expenditure (OCU)	Operating Expenditure	30,000	0	(1,684,115)
Recreation And Culture	9302	Communication Expenses (OCU)	Operating Expenditure	0	(250)	(1,684,365)
Recreation And Culture	5373	Grant Income (OCU)	Operating Income	0	(30,000)	(1,714,365)
Recreation And Culture	3502	Depreciation - Furniture & Fittings (KLC)	Operating Expenditure	(500)	0	(1,714,365)
Recreation And Culture	3844	Computer Software Subscriptions (KLC)	Operating Expenditure	0	(200)	(1,714,565)
Recreation And Culture	0023	Entry Fees (KLC)	Operating Income	0	(18,581)	(1,733,146)
Recreation And Culture	0043	Kiosk Income - GST Inc (KLC)	Operating Income	0	(18,828)	(1,751,975)
Recreation And Culture	0053	Stadium/Court Hire (KLC)	Operating Income	0	(1,000)	(1,752,975)
Recreation And Culture	0063	Functions Hire (KLC)	Operating Income	0	(3,000)	(1,755,975)
Recreation And Culture	0083	Program Fees (KLC)	Operating Income	0	(8,100)	(1,764,075)
Recreation And Culture	0093	Gym & Fitness Fees (KLC)	Operating Income	0	(18,653)	(1,782,728)
Recreation And Culture	0103	Creche Fees (KLC)	Operating Income	600	0	(1,782,128)
Recreation And Culture	0143	Membership Fees (KLC)	Operating Income	0	(33,969)	(1,816,097)
Recreation And Culture	3543	Equipment Hire (KLC)	Operating Income	0	(2,500)	(1,818,597)
				0	0	(1,818,597)
Transport	4631	Regional Road Group Funding (CRBD)	Non- Operating Grants, Subsidies and Contributions	12,510	0	(1,806,087)
Transport	5051	Roads to Recovery Funding (CRBD)	Non- Operating Grants, Subsidies and Contributions	0	0	(1,806,087)
Transport	4784	Road Maintenance - Town Streets Unsealed	Operating Expenditure	0	(2,500)	(1,808,587)
Transport	4880	Works Program - Drainage Maintenance	Operating Expenditure	0	(12,000)	(1,820,587)
Transport	8094	Gravel locating research (MRBD)	Operating Expenditure	5,000	0	(1,815,587)
Transport	4944	Expensed Minor Asset Purchases (PLP)	Operating Expenditure	0	(2,500)	(1,818,087)
Transport	1404	Profit on Disposal of Assets (PLP)	Operating Income	212,694	212,694	(1,818,087)
Transport	4103	Proceeds on Disposal of Assets (PLP)	Proceeds on Sale	0	0	(1,818,087)
				0	0	(1,818,087)
Economic Services	5877	Grant Income (EDV)	Operating Income	0	(52,300)	(1,870,387)
Economic Services	9492	Depreciation - Equipment (RUR)	Operating Expenditure	(3,500)	0	(1,870,387)
Economic Services	8863	Reimbursements (RUR)	Operating Income	150	0	(1,870,237)
Economic Services	5443	Contribution to Great Southern Treasures (TOU)	Operating Expenditure	0	(10,000)	(1,880,237)
Economic Services	8934	Auspicing Expenses - Hidden Treasures (TOU)	Operating Expenditure	37,000	0	(1,843,237)
Economic Services	8933	Auspicing Income - Hidden Treasures (TOU)	Operating Income	0	(60,000)	(1,903,237)
Economic Services	5802	Building Program - Saleyards	Operating Expenditure	0	(600)	(1,903,837)
Economic Services	9344	Salary (SAL)	Operating Expenditure	0	(55,622)	(1,959,459)
Economic Services	9995	Decommission/Post Closure Plan Old Yards	Operating Expenditure	122,556	0	(1,836,903)
Economic Services	9998	Consultants (SAL)	Operating Expenditure	10,000	0	(1,826,903)
Economic Services	5793	Canteen Rental (SAL)	Operating Income	0	(9,773)	(1,836,676)
Economic Services	5794	Training Room Rental (SAL)	Operating Income	0	(2,000)	(1,838,676)
				0	0	(1,838,676)
Other Property And Services	0667	Workers Compensation Insurance Premium - Wages (PWO)	Operating Expenditure	0	(1,450)	(1,840,126)
Other Property And Services	4892	Depreciation - Plant (PWO)	Operating Expenditure	(1,200)	0	(1,840,126)
Other Property And Services	6362	Advertising & Promotion (PWO)	Operating Expenditure	0	6,100	(1,834,026)
Other Property And Services	6542	Depreciation - Equipment (PWO)	Operating Expenditure	(675)	0	(1,834,026)
Other Property And Services	8042	Annual Leave - Works Crew (PWO)	Operating Expenditure	0	(25,360)	(1,859,386)
Other Property And Services	8462	Expensed Minor Asset Purchases (PWO)	Operating Expenditure	0	(334)	(1,859,720)
Other Property And Services	8531	Communication Expenses - Building Maintenance (PWO)	Operating Expenditure	0	(290)	(1,860,010)
Other Property And Services	0522	Depreciation - Equipment (POC)	Operating Expenditure	(2,500)	0	(1,860,010)
Other Property And Services	8332	Plant Repairs & Maintenance (POC)	Operating Expenditure	0	100,000	(1,760,010)
Other Property And Services	8383	Fuel/Energy Grants/Rebates (POC)	Operating Income	30,000	0	(1,730,010)
Other Property And Services	8542	Workers Compensation Allocated	Operating Expenditure	5,000	0	(1,725,010)
Other Property And Services	8043	Staff Housing Subsidy (Proj)	Operating Expenditure	0	(5,200)	(1,730,210)
Other Property And Services	8372	Plant Operation Allocated	Operating Expenditure	0	(67,200)	(1,797,410)
				0	0	(1,797,410)
Recreation And Culture	1824	LAND AND BUILDINGS (KLC)	Capital Expenditure	0	(76,402)	(1,873,812)
Governance	2670	Great Southern Aged Accommodation Project Expenditure (ST)	Capital Expenditure	3,018,750	0	1,144,938
Recreation And Culture	3484	Buildings (KAC)	Capital Expenditure	0	(15,000)	1,129,938
Economic Services	5844	Other Infrastructure (SAL)	Capital Expenditure	0	(50,200)	1,079,738
Community Amenities	2484	Buildings - Sanitation/Household Refuse	Capital Expenditure	0	(457,037)	622,701
Governance	2667	WELCOME PRECINCT PROJ EXPENDITURE	Capital Expenditure	629,431	0	1,252,132
Governance	2668	Piesse Lake Development Proj	Capital Expenditure	968,438	0	2,220,570
Recreation And Culture	4541	RSL/Light Horse Monument	Capital Expenditure	0	(15,217)	2,205,353
				0	0	2,205,353
Governance	tba	Prado CEO (Replace)	Capital Expenditure	0	(65,000)	2,140,353

Governance	tba	Holden MOF (Replace)	Capital Expenditure	0	(35,000)	2,105,353
Governance	tba	Colorado Trailblazer WS	Capital Expenditure	0	(35,000)	2,070,353
Governance	tba	Colorado EXEC 1	Capital Expenditure	0	0	2,070,353
Governance	tba	Colorado EXEC 2	Capital Expenditure	0	0	2,070,353
Governance	tba	Colorado Ute 4 x 4 (Replace/Upgrade)	Capital Expenditure	0	(35,000)	2,035,353
Governance	tba	Transport	Capital Expenditure	0	0	2,035,353
Transport	tba	Hyundai Hiload	Capital Expenditure	0	0	2,035,353
Transport	tba	Maxda BT50 P&G (Upgrade to dual cab 4X4)	Capital Expenditure	0	(36,000)	1,999,353
Transport	tba	Bushfire Trailer	Capital Expenditure	0	(5,000)	1,994,353
Transport	tba	Manitou	Capital Expenditure	0	0	1,994,353
Transport	tba	Ford Ranger Dual -LH Cons	Capital Expenditure	0	(36,000)	1,958,353
Transport	tba	Ford Ranger P&G (Upgrade to dual cab 4 x 4)	Capital Expenditure	0	(34,000)	1,924,353
Transport	tba	Fuso Canter - Works	Capital Expenditure	0	(75,000)	1,849,353
Transport	tba	Fuso Canter - Civil	Capital Expenditure	0	(75,000)	1,774,353
Transport	tba	Mower	Capital Expenditure	0	(5,000)	1,769,353
Transport	tba	DAF Tipper Sell/Replace purpose built Water Cart	Capital Expenditure	0	(270,000)	1,499,353
Transport	tba	Volvo Backhoe - sell only	Capital Expenditure	0	0	1,499,353
Transport	tba	JCB Backhoe - sell only	Capital Expenditure	0	0	1,499,353
Transport	tba	CAT Backhoe - replaces two previous	Capital Expenditure	0	(165,000)	1,334,353
Transport	tba	Saleyard Skid Steer	Capital Expenditure	0	(62,000)	1,272,353
Transport	tba	Volvo Front End Loader - Waste site	Capital Expenditure	0	(300,000)	972,353
Transport	tba	Traxcavotor for Waste Site - New Plant	Capital Expenditure	0	(400,000)	572,353
				0	0	572,353
		Proceeds from New Debentures	Proceeds from New Debentures	0	(540,000)	32,353
				0	0	32,353
Governance	6686	Transfer to Heritage Project Reserve	T2Reserves	6,747,500	0	6,779,853
Economic Services	6697	Community & Economic Development Projects Reserve	T2Reserves	0	(268,831)	6,511,022
Transport	4215	Transfer to Plant Replacement Reserve	T2Reserves	0	(847,497)	5,663,525
Community Amenities	9661	Transfer to Waste Management Reserve (SAN)	T2Reserves	0	(30,000)	5,633,525
Recreation And Culture	5815	Transfer from Katanning Leisure Centre Facilities Reserve	TFReserves	66,102	0	5,699,627
Economic Services	5825	Transfer from Saleyard Reserve	TFReserves	0	(122,556)	5,577,071
Governance	6687	Transfer from Heritage Project Reserve	TFReserves	0	(6,747,500)	(1,170,429)
Governance	6334	Transfer from Land & Building Reserve	TFReserves	0	(740,000)	(1,910,429)
Economic Services	5836	Transfer from New Saleyard Reserve	TFReserves	122,000	0	(1,788,429)
Transport	5035	Transfer from Plant Replacement Reserve	TFReserves	702,465	0	(1,085,964)
Community Amenities	3065	Transfer from Waste Management Reserve (SAN)	TFReserves	670,000	0	(415,964)
				0	0	(415,964)
Economic Services	5886	Proceeds on Sale of Asset (SAL)	Proceeds on Sale	608,665	0	192,701
				0	0	192,701
Governance	1243	Profit on Disposal of Assets (ADM)	Operating Income	41,205	41,205	192,701
Transport	4902	Loss on Disposal of Assets (PLP)	Operating Expenditure	(3,913)	0	(3,913)
Governance	6002	Loss on Disposal of Assets (ADM)	Operating Expenditure	(7,812)	0	(7,812)
				0	0	0
		Adjust to provisions & accruals	Adjust to provisions & accruals	0	(192,701)	0
				0	0	0
				<b>214,277</b>	<b>18,516,796</b>	<b>(18,302,519)</b>



**Hon David Templeman MLA**  
**Minister for Local Government; Heritage; Culture & the Arts**

Our Ref: 66-12084

TO ALL LOCAL GOVERNMENTS

CIRCULAR N<sup>o</sup> 01-2020

**PRACTICAL ASSISTANCE FOR LOCAL GOVERNMENTS TO RESPOND DURING  
A STATE OF EMERGENCY (COVID-19)**

I am advising that His Excellency the Governor, in Executive Council, has approved regulation amendments dealing with access to funding, procurement and long service leave during the COVID-19 outbreak.

Amendments are being made to the following regulations:

***Local Government (Financial Management) Regulations 1996***

The purpose of these amendments is to increase the flexibility of the local government sector to access funding in a timelier manner to respond to the State of Emergency Declaration under the *Emergency Management Act 2005*.

Regulation 18 contains exemptions from the requirement for a local government to give local public notice of a change of 'use of money' set aside in a Reserve Account (this currently requires one month's public notice). During a state of emergency in a local government district or part of a district, a further exemption is being provided to allow the local government to change the 'use of money' required to address a need arising from the hazard or from the impact or consequences of the hazard to which the state of emergency declaration relates. This decision, and the reasons for it, must be recorded in the formal minutes of the council.

Regulation 20 contains exemptions from the requirement for a local government to give local public notice of a 'power to borrow' under section 6.20 of the Act. An additional exemption from the period for giving local public notice is provided if the decision is made while a state of emergency declaration is in force and the local government considers that the borrowing is required to address a need arising from the hazard (in this case COVID-19) or from the impact or consequences of the hazard. Once again, this decision, and the reasons for it, must be recorded in the formal council minutes.

Regulation 21 provides further flexibility to a local government to re-purpose money borrowed, but not spent, to address a hazard or the impact or consequences of the hazard. This is tied to the declaration of a state of emergency and has the effect of exempting the local government from providing local public notice before they can access the funds for the new purpose. Once again, this decision, and the reasons for it, must be recorded in the council minutes.

***Local Government (Functions and General) Regulations 1996***

The primary purpose of these amendments is to increase the flexibility of the local government sector to contract with local suppliers during, and in the aftermath of, the State of Emergency Declaration under the *Emergency Management Act 2005*.

An amendment is being made to regulation 11(1) to increase the threshold to \$250,000 to align with State Government tendering thresholds. This will permit local governments to extend the use of their own purchasing policy and apply local content provisions more readily to goods and services acquired via written quotations.

Local governments should update their purchasing policy to cover the direct purchase of goods and services under \$250,000. For purchases over \$150,000, local governments should ensure that quotations are requested in writing and offers are received in writing. Regulation 11A covering purchasing policies will be updated in the coming weeks.

Regulation 11(2) contains two further exemptions when tenders do not have to be publicly invited.

The first exemption, in new regulation 11(2)(aa), ensures the formal tender process does not need to be undertaken when sourcing and securing essential goods and services to respond to a state of emergency. As outlined in regulation 11(3), there must be a state of emergency declaration in force for the local government district or part of the district and the goods or services must be required to address needs arising from, or impacts or consequences of, the hazard to which the emergency relates.

The other exemption in regulation 11(2)(ja) gives a local government the discretion to renew or extend a contract that expires when a state of emergency declaration is in force, even though this option is not included in the original contract. This will overcome the practical difficulty of businesses responding to a formal tender process while they are shut down or in the transition period when normal business resumes. Limits on this apply: the original contract must have less than three months left to run, the renewal or extension cannot be for more than twelve months, and there must be a state of emergency declaration applying to the district or part of the district when the renewal or extension is entered into.

A further exemption in regulation 11(2)(h) is being updated to encourage local governments to purchase goods or services supplied by Aboriginal businesses. The exemption will now reflect the fact that the Chamber of Commerce and Industry administers the Aboriginal Business Directory. A new exemption has been added recognising goods or services may also be supplied by Supply Nation.

***Local Government (Long Service Leave) Regulations***

The purpose of these amendments is to provide greater access to paid leave for local government employees stood down during a state of emergency declaration under the *Emergency Management Act 2005*.

Regulation 4 governs rules towards entitlements for long service leave. New regulation 4(da) provides that any period of absence from duty connected with an employer's response to a hazard, or the impact or consequences of the hazard declared under the *Emergency Management Act 2005*, is deemed as continuous service towards an employee's next entitlement of long service leave.

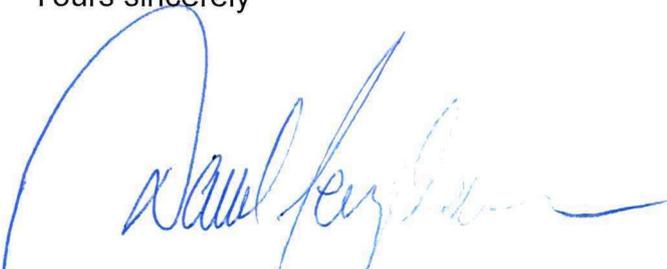
Regulation 7 deals with the actual taking of long service leave. Currently, leave may only be granted and taken in one consecutive period or, by agreement, not more than three consecutive periods. This restriction has been lifted to allow employees to take leave by agreement in two or more separate periods.

In addition, regulation 7A(2) establishes a new right for a worker to take advance leave by agreement with their employer if:

- (a) the worker has completed at least seven years of continuous service of the normal accrual period; and
- (b) the approval for the advance leave is given when there is a state of emergency declaration applying to the district or part of the district in which they work.

If you have any questions, please email [LGresponse@dlgsc.wa.gov.au](mailto:LGresponse@dlgsc.wa.gov.au). This is a new email address which has been established to assist local governments during this time.

Yours sincerely



HON DAVID TEMPLEMAN MLA  
**MINISTER FOR LOCAL GOVERNMENT;  
HERITAGE; CULTURE AND THE ARTS**

## Purchasing Policy – ~~Temporary~~ – Coronavirus Pandemic

<b>Policy No</b>	2.5	
<b>Policy Name</b>	Purchasing Policy	
<b>Responsible Directorate</b>	Finance & Administration	
<b>Responsible Officer</b>	Executive Manager Finance & Administration	
<b>Council Adoption</b>	<b>Date:</b> <del>28/03-18</del>	<b>Resolution No.</b> <del>OC/18</del>
<b>Reviewed/Modified</b>	Date: 24/03/20	Resolution No.
<b>Review Date</b>	<u>20 May 2020</u>	
<b>Legislation</b>	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996 11A.</i> <i>State Records Act 2000</i>	
<b>Related Policies</b>		
<b>Related Organisational Directives</b>		

### Objectives:

The objectives of this Policy are to demonstrate Council’s local leadership to provide economic stimulation with a strong focus on purchasing from businesses operating in Katanning and to ensure that all purchasing activities:

- demonstrate that best value for money is attained for the Shire of Katanning;
- are compliant with relevant legislation, including the Act and Regulations;
- are recorded in compliance with the *State Records Act 2000* and associated records management practices and procedures of the Shire of Katanning;
- mitigate probity risk, by establishing consistent and demonstrated processes that promotes openness, transparency, fairness and equity to all potential suppliers;
- ensure that sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment; and
- are conducted in a consistent and efficient manner across the Shire of Katanning and that ethical decision making is demonstrated.

### Policy Statement:

The Shire of Katanning is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance and complies with the Local Government Act 1995 (the “Act”) and Part 4 of the Local Government (Functions and General) Regulations 1996, (the “**Regulations**”). Procurement processes and practices to be complied with are defined within this Policy and the Shire of Katanning’s prescribed procurement procedures.

### Ethics & Integrity:

#### Code of Conduct

All officers and employees of the Shire of Katanning undertaking purchasing activities must have regard to the Code of Conduct requirements and shall observe the highest standards of ethics and

integrity. All officers and employees of the Shire of Katanning must act in an honest and professional manner at all times which supports the standing of the Shire of Katanning.

**Purchasing Principles:** The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken by the authorised purchasing officer for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Shire of Katanning's policies and Code of Conduct;
- purchasing is to be undertaken on a competitive basis where all suppliers are treated impartially, honestly and consistently;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies, audit requirements and relevant legislation;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided to the Shire of Katanning by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

#### **Value for Money:**

Value for money is determined by the consideration of price, risk and qualitative factors assessing the most advantageous outcome achievable for the Shire of Katanning.

As such, purchasing decisions must consider qualitative and risk factors and not be based purely on the lowest price.

**Application:**

An assessment of the best value for money outcome for any purchasing process should consider:

- all relevant Total Costs of Ownership (TCO) and benefits including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal;
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality, including but not limited to an assessment of levels and currency of compliances, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, ease of communications etc.
- financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable;
- the safety requirements associated with both the product design and specification offered by suppliers and the evaluation of risk when considering purchasing goods and services from

- suppliers;
- purchasing of goods and services from suppliers that demonstrate sustainable benefits and good corporate social responsibility; and
- providing opportunities to support and stimulate local businesses within the Shire of Katanning and wider Defined Area to be given the opportunity to quote for providing goods and services wherever possible as per the Buy Locally- Regional Price Preference.

### **Purchasing Requirements:**

#### ***Legislative / Regulatory Requirements***

The requirements that must be complied with by the Shire of Katanning, including purchasing thresholds and processes, are prescribed within the Regulations, this Policy and associated purchasing procedures in effect at the Shire of Katanning.

#### **Policy**

Purchasing that is \$~~150~~250,000 or below in total value (excluding GST) must be in accordance with the purchasing requirements under the relevant threshold as defined in this policy under “Purchasing Thresholds”.

Purchasing that exceeds \$~~21~~50,000 in total value (excluding GST) must be put to public Tender when it is determined that a regulatory Tender exemption, as stated under “Tender Exemptions” in this Policy is not deemed to be suitable.

#### **Purchasing Value Definition**

Determining Purchasing Value is to be based on the following considerations:

1. Cost exclusive of Goods and Services Tax (GST);
2. The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the Shire of Katanning will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased. A best practice suggestion is that if a purchasing threshold is reached within three years for a particular category of goods, services or works, then the purchasing requirement under the relevant threshold (including the tender threshold) must apply.
3. Must incorporate any variation to the scope of the purchase and be limited to a 10% tolerance of the original expected purchasing value.

#### **Purchasing from Existing Contracts**

Where the Shire of Katanning has existing contracts in place, it must ensure that goods and services required are purchased under these contracts to the extent that the scope of the contract allows. When planning the purchase, the Shire of Katanning must consult its Contracts Register in the first instance before seeking to obtain any further quotes or tenders.

#### **Purchasing Thresholds**

The table below prescribes the purchasing process that the Shire of Katanning must follow, based on the purchase value:

Purchase Value Threshold	Purchasing Requirement
Up to \$10,000	<p>Purchase directly from a supplier using a Purchase Order or Corporate Credit Card issued by the Shire of Katanning, obtaining at least one (1) verbal or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> <li>• an existing panel of pre-qualified suppliers administered by the Shire of Katanning; or</li> <li>• a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or</li> <li>• from the open market.</li> </ul>
Over \$10,000 and up to \$50,000	<p>Obtain at least three (3) written quotations from suppliers following a brief outlining the specified requirement, either from:</p> <ul style="list-style-type: none"> <li>• an existing panel of pre-qualified suppliers administered by the Shire of Katanning ; or</li> <li>• a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; or</li> <li>• from the open market.</li> </ul>

<p>Over \$50,000 to \$<del>21</del>50 000</p>	<p>Obtain at least three (3) written quotations from suppliers by formal invitation under a Request for Quotation, containing price and detailed specification of goods and services required. The procurement decision is to be based on pre- determined evaluation of criterion that assesses all value for money considerations in accordance with the definition stated within this Policy.</p> <p>Quotations within this threshold may be obtained from:</p> <ul style="list-style-type: none"> <li>• an existing panel of pre-qualified suppliers administered by the Shire of Katanning; or</li> <li>• a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; or</li> <li>• from the open market.</li> </ul> <p>Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Shire of Katanning, through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.</p>
<p>\$<del>21</del>50,000 and above</p>	<p>Where the purchasing requirement is not suitable to be met through a panel of pre-qualified suppliers, or any other tender-exempt arrangement as listed under section 5.7 of this Policy, conduct a public Request for Tender process in accordance with Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i>, this policy and the Shire of Katanning tender procedures. The procurement decision is to be based on pre-determined evaluation a criterion that assesses all value for money considerations in accordance with the definition stated within this Policy or</p> <p>Obtain at least three (3) quotations directly from suppliers on a WALGA Preferred Supplier Panel using Vendor Panel eQuotes. If there are more than three (3) preferred suppliers on the supplier panel, quotations must be sought from each preferred supplier, as considered appropriate by the Officer.</p>

## Forms and Quotations

### Verbal

Where a verbal quotation is required under this policy then both the request for quotation and submission of quotation, may occur verbally or in writing.

## Written

Where a written quotation is required under this policy then both the request for quotation and the submission of a quotation must occur in writing.

## Quotations

Both a verbal and written request for quotation must include:

- Details of goods and services required;
- The time when goods and services are required; and
- A date by which the quotation must be submitted.

## **Tendering Exemptions**

An exemption to publicly invite tenders may apply in the following instances:

- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement.
- the purchase is from a Regional Local Government or another Local Government;
- the purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less and represents value for money;
- the purchase is acquired from an Australian Disability Enterprise and represents value for money;
- the purchase is from a pre-qualified supplier under a Panel established by the Shire of Katanning; or
- any of the other exclusions under Regulation 11 of the Regulations apply.

## **Inviting Tenders Under the Tender Threshold**

Where considered appropriate and beneficial, the Shire of Katanning may consider publicly advertising Tenders in lieu of undertaking a Request for Quotation for purchases under the tender threshold. This decision should only be made after considering the benefits of this approach in comparison with the costs, risks, and timeliness and compliance requirements and also whether the purchasing requirement can be met through the WALGA Preferred Supply Program or State Government CUA.

If a decision is made to undertake a public Tender for contracts expected to be \$150,000 or less in value, the Shire of Katanning's tendering procedures must be followed in full.

## **Sole Source of Supply**

Where the purchasing requirement is over the value of \$5,000 and of a unique nature that can only be supplied from one supplier, the purchase is permitted without undertaking a tender or quotation process. This is only permitted in circumstances where the Shire of Katanning is satisfied and can evidence that there is only one source of supply for those goods, services or works. The Shire of Katanning must use its best endeavours to determine if the sole source of supply is genuine by exploring if there are any alternative sources of supply. Once determined, the justification must be endorsed by the Chief Executive Officer, prior to a contract being entered into.

From time to time, the Shire of Katanning may publicly invite an expression of interest to effectively determine that only one sole source of supply still genuinely exists.

### **Anti-Avoidance**

The Shire of Katanning shall not enter into two or more contracts or create multiple purchase order transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the consideration of the purchase below a particular purchasing threshold, particularly in relation to Tenders and to avoid the need to call a public Tender.

### **Emergency Purchases**

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency situation as provided for in the *Local Government Act 1995*. In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken.

An emergency purchase does not relate to purchases not planned for due to time constraints. Every effort must be made to anticipate purchases required by the Shire of Katanning in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

### **Records Management:**

Records of all purchasing activity must be retained in compliance with the *State Records Act 2000 (WA)* the Shire of Katanning's Records Management Policy and associated procurement procedures.

For the quotation process, this includes:

- Quotation documentation
- File notes for verbal quotes
- Internal documentation
- Purchase orders or requisitions
- Any other relevant correspondence.

For the tendering process, this includes:

- Advertising
- Tender documentation
- Evaluation documentation
- Enquiry and response documentation; and
- Notification and award documentation

Where a verbal quotation is required under this policy then the following information must be noted and stored in the Shire's records management system:

- Details of goods and services required;
- The name of any supplier who was requested to provide a quotation and the date on which it was requested; and
- The name of any supplier who submitted the quotation, the amount of the quotation and the date on which it was received.

Where a written quotation is required under this policy then the written request for quotation, the amount of the quotation and the date on which it was received.

## **Sustainable Procurement and Corporate Social Responsibility:**

The Shire of Katanning is committed to providing a preference to suppliers that demonstrate sustainable business practices and high levels of corporate social responsibility (CSR). Where appropriate, the Shire of Katanning shall endeavour to provide an advantage to suppliers demonstrating that they minimise environmental and negative social impacts and embrace CSR. Sustainable and CSR considerations must be balanced against value for money outcomes.

### **Buy Local Policy:**

A regional price preference may be afforded to locally based businesses for the purposes of assessment. Provisions are detailed within the Shire of Katanning's Regional Price Preference Policy.

### **Purchasing from Disability Enterprises:**

Pursuant to Part 4 of the Local Government (Functions and General) Regulations 1996, the Shire of Katanning is not required to publicly invite tenders if the goods or services are to be supplied from an Australian Disability Enterprise, as registered on [www.ade.org.au](http://www.ade.org.au). This is contingent on the demonstration of value for money.

Where possible, Australian Disability Enterprises are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Australian Disability Enterprises.

### **Purchasing from Aboriginal Businesses:**

Pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996*, the Shire of Katanning is not required to publicly invite tenders if the goods or services are to be supplied from a person registered on the Aboriginal Business Directory published by the Small Business Development Corporation on [www.abdwa.com.au](http://www.abdwa.com.au), where the expected consideration under contract is worth \$250,000 or less. This is contingent on the demonstration of value for money.

Where possible, Aboriginal businesses are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Aboriginal owned businesses or businesses that demonstrate a high level of aboriginal employment.

### **Panel of Pre-Qualified Suppliers:**

#### **Policy Objectives**

In accordance with Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*, a Panel of Pre-qualified Suppliers ("Panel") may be created where most of the following factors apply:

- the Shire of Katanning determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;
- there are numerous potential suppliers in the local and regional procurement- related market sector(s) that satisfy the test of 'value for money';
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and

- the Shire of Katanning has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

The Shire of Katanning will endeavour to ensure that Panels will not be created unless most of the above factors are firmly and quantifiably established.

### **Establishing a Panel**

Should the Shire of Katanning determine that a Panel is beneficial to be created, it must do so in accordance with Part 4, Division 3 the Local Government (Functions and General) Regulations 1996.

Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.

Panels may be established for a minimum of two (2) years and for a maximum length of time deemed appropriate by the Shire of Katanning.

Evaluation criteria must be determined and communicated in the application process by which applications will be assessed and accepted.

Where a Panel is to be established, the Shire of Katanning must appoint at least three (3) suppliers to each category, on the basis that best value for money is demonstrated. Where less than three (3) suppliers are appointed to each category within the Panel, the category is not to be established.

In each invitation to apply to become a pre-qualified supplier (through a procurement process advertised through a state-wide notice), the Shire of Katanning must state the expected number of suppliers it intends to put on the panel.

Should a Panel member leave the Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

### **Distributing Work amongst Panel Members:**

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the Shire intends to:

- i. obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases, in accordance with Clause 11.4; or
- ii. purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- iii. develop a ranking system for selection to the Panel, with work awarded in accordance with Clause 11.3(b).

In considering the distribution of work among Panel members, the detailed information must also prescribe whether:

- a) each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the

suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or

- b) work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel. The Shire/Town/City is to invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire of Katanning may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in section 5.5 of this Policy. When a ranking system is established, the Panel must not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

### **Purchasing from the Panel**

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be made through eQuotes, or any other electronic quotation facility.

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be captured on the Shire of Katanning's electronic records system. A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the Shire of Katanning and Panel members.

### **Recordkeeping**

Records of all communications with Panel members, with respect to the quotation process and all subsequent purchases made through the Panel, must be kept.

For the creation of a Panel, this includes:

- The procurement initiation document such as a procurement business case which justifies the need for a Panel to be created;
- Procurement planning and approval documentation which describes how the procurement process is to be undertaken to create and manage the Panel;
- Request for applications documentation;
- Copy of public advertisement inviting applications;
- Copies of applications received;
- Evaluation documentation, including clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;

- All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of any framework agreements entered into with pre-qualified suppliers.

The Shire of Katanning is also to retain itemised records of all requests for quotation, including quotations received from pre-qualified suppliers and contracts awarded to Panel members. A unique reference number shall be applied to all records relating to each quotation process, which is to also be quoted on each purchase order issued under the Contract.



Shire of  
**Katanning**  
Heart of the Great Southern

TOURISM  
**STRATEGY 2020-2025**



# CONTENTS

---

ABOUT THE STRATEGY .....	3
INTRODUCTION .....	3
OUR STORY .....	4
2020-2025 OVERVIEW .....	6
TOURISM SNAPSHOT .....	8
OUR MARKETS.....	12
THE KATANNING EXPERIENCE .....	14
OUR PRIORITIES .....	16
ELEVATE VISITOR SERVICES .....	18
EMPOWER INDUSTRY .....	20
INNOVATIVE PRODUCT AND EXPERIENCES .....	22
ENGAGING MARKETING .....	24
DELIVERING THE STRATEGY .....	27
ELEVATE VISITOR SERVICES .....	28
EMPOWER INDUSTRY .....	30
INNOVATIVE PRODUCT AND EXPERIENCES .....	33
ENGAGING MARKETING .....	35
BACKGROUND .....	40

## **Acknowledgement of Country**

The Shire of Katanning acknowledges the Noongar Boojarah People as the traditional custodians of Katanning. We pay our respects to Elders past, present and emerging and recognise their continued spiritual relationship and responsibilities for Country.

This strategy was prepared by FAR Lane and The KP Collective on behalf of the Shire of Katanning.

# ABOUT THE STRATEGY

---



“

**GROWING.  
OPPORTUNITY.  
EXCITED.  
ENTHUSIASTIC.**

”

*These are words used by  
Katanning locals to describe  
how they feel about tourism  
in Katanning.*

## INTRODUCTION

Building on the momentum of a period of significant infrastructure investment and development in Katanning, there is an opportunity to identify a new community-led vision for tourism in and around the Town, and a strong plan that will help guide us to achieve it.

The Katanning Tourism Strategy is built on the aspirations of our people, and their desire to be able to confidently answer the question “What should I do in Katanning?”.

While building capacity within the tourism sector is of key importance, the strategy is also about having the industry and community unite in understanding and communicating the stories and experiences of Katanning and the surrounding region.

The energy, passion and welcoming spirit of the Katanning community will be the driving force for a thriving tourism industry that attracts visitors to this beautiful part of the world and shows them an absolutely amazing time while they’re here.

Having our businesses, industry and community “love the place we live” is important for the growth and prosperity of Katanning.

## OUR STORY

### HEART OF THE GREAT SOUTHERN

Katanning is situated in the South West Boojarah region of Noongar Country and is a significant place in Noongar Dreaming through the story of *Mulka*, an ancient spirit and ten-foot giant who arrived in the Katanning district and took the meat and women from the local community. Eventually the community came together and decided to kill the giant, and later celebrated their success at Eticup/ Yeeticup.

Europeans first came to Katanning in 1835 as they explored from Perth down to Albany. Settlement occurred in 1889 following the arrival of the Great Southern Railway and brought with it people with commercial and agricultural interests.

Katanning is located in predominantly wheat and sheep farming country approximately 280 kilometres south east of Perth, Western Australia. Due to its central location in the South West, Katanning is a regional servicing centre for these industries. We have a population of about 4,200 and are proud to be the home of a thriving multi-cultural community that boasts approximately 50 different language groups. Katanning is home to the southern hemisphere's largest undercover sheep sale yards and the garage that houses Western Australia's first orbital engine, which was invented by local engineers.





*A sense of anticipation and pride surrounds the iconic Premier Mill Hotel and Dome Café, community events, agricultural experiences, and the unveiling of the new and improved All Ages Playground – a well-loved recreation space for local families and a popular rest (or play!) stop for visitors to the Great Southern region.*

## 2020-2025 OVERVIEW

### OUR VISION

Katanning is a must-visit destination, showcasing diverse, authentic and memorable experiences and stories, that makes everyone feel like a local.

### OUR GOALS

- World-class visitor information and services are encouraging people to stay longer
- Everyone is working together to build Katanning's tourism industry
- Unique experiences are attracting visitors to town
- A known destination, with an authentic identity that resonates with residents and visitors alike



# STRATEGIC SUMMARY

	ELEVATE VISITOR SERVICES	EMPOWER INDUSTRY	INNOVATIVE PRODUCT AND EXPERIENCES	ENGAGING MARKETING
Why?	Stakeholders have observed that many visitors are not able to access the right information and services when they need them - to the detriment of the tourism sector.	Information about events, support and services is currently disjointed and hard to find, resulting in many tourism providers and businesses being unaware of what is on offer in Katanning or missing out on opportunities.	Katanning has a wide variety of attractions for visitors to enjoy, but there is a recognition that they're currently not part of broader 'experiences' that could make them more attractive and accessible.	Katanning has a lot to offer, but the visibility and awareness of the destination and its attractions and experiences is low.
Focus areas	Enhance visitor experience	Facilitate clear and strong tourism leadership, coordination and collaboration	Create products that are targeted at priority markets	Centralise and coordinate destination marketing efforts
		Improve training and support for local business and tourism providers	Encourage collaboration between LGAs, LTOs and RTOs to create regional experiences	Increase awareness and visibility of the destination
	Provide a contemporary visitor centre and services	Encourage investment and innovation in tourism related goods and services	Maximise existing assets and attractions	Improve planning and communication
		Build a culture of evidence-based decision making		
	Help visitors find their way	Enhance goods and services availability and for weekend visitors	Support a diverse calendar of events	Focus on our digital footprint
Enhance availability of goods and services	Create connections	Capitalise on events		
Impact	Visitors have access to high quality services, information and amenities 7 days a week, contributing to great experience in Katanning and encouraging people to both stay longer and also return.	The Katanning community, business and tourism operators feel confident about the future of tourism, feel supported and empowered to innovate and are working together to develop a thriving tourism industry.	Visitors are coming to Katanning for amazing and distinct experiences they can't get anywhere else.	Influential content promoted in a unified and consistent approach inspiring visitors to make Katanning their next adventure.

## TOURISM SNAPSHOT

### AUSTRALIA'S SOUTH WEST

Katanning is situated in Australia's South West, one of WA's five incredibly diverse and unique tourism regions. Australia's South West includes the subregions of Bunbury Geographe, Margaret River, Southern Forest and Valleys and the Great Southern (where Katanning lies).

Like many remote and regional destinations in WA, Katanning faces the challenge of encouraging visitors to invest in going beyond the state's capital Perth, especially those visitors who have already travelled from interstate or overseas.

The information below helps us to understand who is visiting Australia's South West, how long they're staying and how they are investing their time and money.

#### Australia's South West in the year ending March 2019<sup>1</sup>

**3.2**  
MILLION  
domestic and  
international visitors

**23%**  
of visitors to WA went  
to Australia's South West

**\$1.6**  
MILLION  
AUD spent

**87%**  
of visits to Australia's  
South West go to Augusta-  
Margaret River, Busselton, Albany,  
Bunbury and Manjimup

#### Who are they?<sup>2</sup>

**88%**  
of visitors to WA  
are from WA

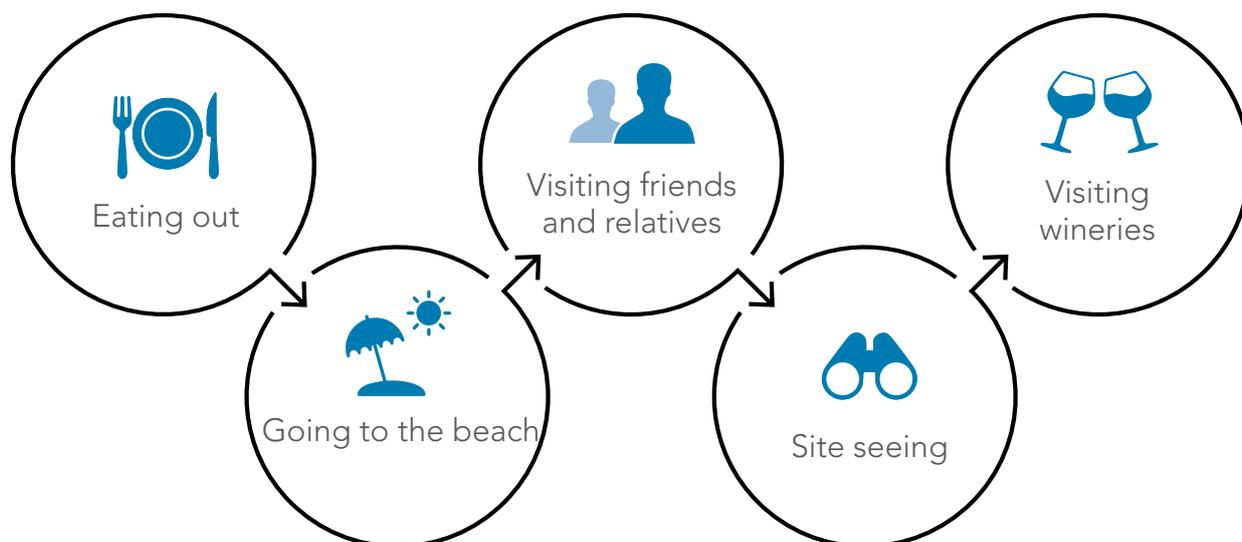
#### Why are they visiting?<sup>3</sup>

Most visitors are here for a holiday.

**OR**

Visitors from WA and interstate are also here to visit family and friends or for business purposes.

## What do they enjoy doing?<sup>4</sup>



## Visitation Trends March 2018-March 2019<sup>5</sup>

	INTRASTATE	INTERSTATE	INTERNATIONAL
<b>Spend (\$m)</b>	\$1.441		\$168
<b>Visitors</b>	2,751,000	256,000	194,700
<b>Nights</b>	8,595,000	1,195,000	1,883,500
<b>Ave. length of stay (nights)</b>	3.12	4.67	9.67
<b>Spend per visit</b>	\$480		\$865

<sup>1</sup> Tourism WA, Visitation to Western Australia: Overview ending March 2019

<sup>2</sup> Tourism WA, Australia's South West Fact Sheet 2018 (released May 2019)

<sup>3</sup> Tourism WA, Australia's South West Fact Sheet 2018 (released May 2019)

<sup>4</sup> Tourism WA, Australia's South West Fact Sheet 2018 (released May 2019)

<sup>5</sup> Tourism WA, Visitation to Western Australia: Overview ending March 2019



## KATANNING

Consultation with community, local businesses, local tourism providers, local government and key stakeholders contributed to a strong evidence base for the priorities and actions presented in this strategy. There is a shared understanding of the challenges and opportunities that exist in meeting Katanning's tourism potential, and with this comes a shared vision of what success will look like.

The following themes emerged from one-on-one consultations, community workshops and an online survey.

### What success looks like

- Visitors know where to go for information, and can access it at all times
- Visitors know how to find their way around town, and can easily find attractions
- Visitors are staying longer in Katanning
- Katanning is a green, welcoming, safe, beautiful place to visit
- Business and community are confident advocates for tourism in Katanning - they know 'what's on offer'
- Visitors are coming to Katanning for unique experiences (Aboriginal, Nature based, Agricultural, Food, History and Heritage, Family)
- New businesses are opening and the main street(s) are active
- Katanning is highly visible online and it's easy for potential visitors to find information
- Katanning is a popular 'place to stop' for families.





## Strengths and opportunities

- Unique tourism assets (All Ages Playground, Premier Mill Hotel & Dome, Sheep Saleyards and Kobeelya House)
- Site of cultural and historical significance for the Noongar nation through the Mulka dreamtime story.
- Wide variety of attractions that can be packaged into new tourism products and experiences
- Strong calendar of cultural and community events, (Harmony Festival, Bloom Festival & WAMMCO Agricultural Society Show)
- Middle point for the Silo Art Trail, including local murals by featuring international and local artists
- Strong enthusiasm and pride from the local community
- Relatively strong accommodation offering compared to other areas in the region, from camping through to motels, BnBs and boutique offerings.

## Barriers to success

- Not enough businesses open on weekends
- Lack of information for visitors about what there is to do in Katanning (online and physically in the town)
- Lack of signage on Albany highway and around the town
- Perceived security issues and crime rates in the town
- Volunteer succession planning
- Flow of traffic not bringing people into the town centre
- Lack of walking tours
- Not leveraging local and regional tourism organisations well enough to assist with destination marketing
- Unclear tourism management structures - organisations working in silos
- Capacity of accommodation to meet growth in demand, particularly during the week.



## OUR MARKETS

TIER 1 INTRASTATE	TIER 2 INTERSTATE	TIER3 INTERNATIONAL
<p><b>Most likely audience to visit Katanning and surrounding region</b></p> <p>Intrastate visitors will continue to be the priority market for the Shire of Katanning, with the objective to convert daytrippers into overnight visitors. Attracting both daytrip and overnight visitors from metropolitan Perth and other regional centres is a key opportunity for the Shire, in particular identifying the opportunity to promote the region as an escape from city life. Attracting increased daytrip and overnight visitors from the Great Southern and South West is also an opportunity.</p>	<p><b>Potential to visit Katanning and the Australia's South West region</b></p> <p>There is an opportunity to increase interstate visitation to the Shire, targeting visitors interested in the Australia's South West region – including visitors transferring from Perth and east coast visitors heading to Busselton airport on non-stop flights.</p>	<p><b>Potential to visit Katanning via Perth and the Australia's South West</b></p> <p>Whilst international visitors are not currently a priority market for Katanning, there is potential for this market to develop with the right product offering. International experience seekers are growing in numbers and will become a key market, particularly the Asian markets with motivations including interaction with nature, wildlife, heritage and culture. Experience Seekers are less affected by the traditional barriers to travel of distance, time and cost. They are more informed, interested and curious about potential travel destinations.</p>



## WHO ARE OUR VISITORS?

With clear audience segmentation we are better able to understand and prioritise our audiences to ensure marketing programs and activities reach the right people. Our destination marketing targets four key audience profiles<sup>1</sup>:

	OFF THE BEATEN TRACK	FAMILY FUN	CULTURE CULTURES	RELAX AND UNWIND
	"I enjoy the simple pleasures in life, getting away from crowds and back to nature"	"My life revolves around finding the best solutions for my family. I want to create awesome memories for us all to remember for a long time to come."	"I am loving having a bit more time back in my life, time to explore, time to learn again"	"Life is all about keeping it simple and easy for ourselves. We're at a time in our lives when we want to take it nice and slow."
<b>Predominant age</b>	50+	35-49 with children 16 and under	50+	50+
<b>Interests</b>	Avoiding the crowd Nature and wildlife Holidays within Australia Value for money Hiking and camping	Having fun as a family Re-visiting the same places Ease and convenience Coastal and self-drive holidays Value for money	Discover and learning Other cultures Sightseeing History Heritage	Relaxing Unwinding Break from responsibilities Rest Sightseeing Food and wine experiences
<b>Accommodation</b>	Standard hotel/motels Caravan parks Camping Family & Friends	Standard hotel Self-contained apartments	Standard hotel 4 star + accommodation Friends and family	Standard hotel/motels Caravan parks Camping Family & Friends
<b>Booking actions</b>	57% research and book online	67% research and book online	57% research and book online	57% research and book online
<b>Planning enablers</b>	Internet search Online travel sites Family and friends TV programs Travel magazines	Internet search Family and friends Online travel sites TV programs Travel agents	Internet search Online travel sites Family and friends Travel magazines TV programs	Internet search Family and friends Online travel sites TV programs Travel magazines
<b>What to highlight</b>	Unique and undiscovered nature and wildlife experiences on offer should be highlighted while raising affordability	Affordability and family friendly attractions and experiences	Historical and culture experiences – new and different	RV and camping facilities Natural assets Places to grab a cup of coffee and some good morning tea

# THE KATANNING EXPERIENCE

---

Tourism is more competitive than ever. As a result, it is vital that Katanning continues to develop and promote its authentic tourism experiences and products, including the following hero experiences:



**AGRICULTURE  
AND NATURE**



**FOOD  
AND WINE**



**HISTORY  
AND CULTURE**



**EVENTS AND  
FESTIVALS**

'Hero Experiences' are considered to be the 'essence' of a destination and:

- have high brand awareness
- provide a real competitive advantage over other destinations
- focus on what is truly unique or memorable or engaging about a destination
- meet the needs of our target markets.
- attract visitors and provide them with outstanding and unforgettable experiences that keep them coming back.





**Experience Seekers look for:**

- authentic personal experiences
- social interactions
- meeting and interacting with the locals
- experiencing something different from their normal day-to-day life
- understanding and learning about different lifestyles and cultures
- participating in the lifestyle and experiencing it, rather than observing it
- challenging themselves — physically, emotionally and/or mentally
- visiting authentic destinations that are not necessarily part of the tourist route
- exposure to unique and compelling experiences



AGRICULTURE AND NATURE	FOOD AND WINE	HISTORY AND CULTURE	EVENTS AND FESTIVALS
 <p>Saleyards – Dinner, tours, sales.</p> <p>Porongurup’s (Castle Rock, Bluff Knoll) – bushwalking, bird watching, camping, photography.</p> <p>Working farms/ farm stay – Sheering, herding sheep, farm tours, camping, harvesting, bonfires.</p> <p>Lakes (Dumbleyung, Ewlyamartup, Pink Lakes, Police Pools) – Kayaking, water skiing, boating, bird watching, camping, bird watching.</p> <p>Wildflowers &amp; Canola Fields</p> <p>Myrtle Benn Sanctuary</p> <p>Steep and hilly topography</p>	 <p>Taste Great Southern</p> <p>Katanning Harmony Festival – Colour, culture, food, entertainment.</p> <p>Cordial Bar – Wine and tapas bar, history and heritage.</p> <p>Daily Grind Café</p> <p>Katanning Saleyards Canteen -Tuesday – Dinner, tours, sales.</p> <p>Wineries – (Alkoomi, Lange Estate, Frankland Estate etc.)</p> <p>Maleeyas Thai</p> <p>Katanning Farmers Market</p> <p>Restored Pubs – classic country charm, food and wine.</p>	 <p>The Premier Mill Hotel – Accommodation, history and heritage, wine and tapas bar, food.</p> <p>Kodja Place, Kojonup – Interactive history tours.</p> <p>Katanning Harmony Festival – Colour, culture, food, entertainment.</p> <p>Public Silo Trail – ‘See the big picture’ - drive tours.</p> <p>Historical Society – history tours.</p> <p>Chester Smith Museum</p> <p>Katanning Art Gallery</p> <p>Katanning Machinery Restoration Group – Restoration Shed</p> <p>Katanning Mosque</p> <p>Katanning Miniature Railway</p> <p>Kobeelya House</p> <p>Restored Pubs – classic country charm, food and wine.</p>	 <p>Concert in the Park – February</p> <p>Katanning Harmony Festival – March</p> <p>Bloom Festival – September - October</p> <p>Katanning Show – October</p> <p>Christmas on Clive – December</p> <p>Track Mac – September</p> <p>Speedway – November, February, March, April</p> <p><b>REGIONAL</b></p> <p>Pingrup Races – March</p> <p>Grapes &amp; Gallops – March</p> <p>Taste Great Southern – April</p> <p>Southern Art &amp; Craft Trail – September</p>

# OUR PRIORITIES

---

The following four priorities and their actions have been recognised as the key strategies in achieving the vision and goals for 2025.



## Elevate Visitor Services

Visitor experience and information services are reflective of contemporary demands.

As a regional tourism destination, it is especially important that Katanning provides high quality information, services and amenities to visitors. Visitors who have everything they need, from delicious coffee and food to easily accessible information about local experiences, are likely to stay and relax in Katanning longer.

---



## Empower Industry

Deliver effective collaboration and leadership for the tourism industry.

Tourism development requires ongoing collaboration between local government, business and community to succeed. In addition, local business and tourism providers need to feel supported and empowered to create new products and experiences for visitors. Strong leadership and a clear vision will ensure that decision making going forward supports an environment where tourism can flourish.





### **Innovative product and experiences**

Foster and encourage the development and introduction of new tourism products and experiences.

As a place of significance for the Noongar nation, and with a strong history of farming and agriculture a nationally recognised vibrant multicultural community, Katanning can offer visitors experiences they can't get anywhere else. Ensuring that Katanning's tourism assets and attractions are busy and transformed into unique experiences will be critical for attracting visitors to the town.

---



### **Engaging Marketing**

Build a memorable destination with authentic, targeted and engaging marketing.

The Shire will continue to accommodate changing visitor patterns, with a renewed focus on digital media, accessible physical information touchpoints and a knowledgeable industry. We will continue to develop popular digital platforms and formats including search, social, video, mobile, user generated content and travel sites to promote the destination.



## ELEVATE VISITOR SERVICES

Visitor experience and information services are reflective of contemporary demands.

Visitor information services are increasingly important for both visitors and industry alike – providing a means for visitors to obtain information about tourist experiences in the region and for industry to showcase its offerings.

As a destination in a competitive regional tourism market, the importance of offering high quality visitor experiences through accessible information, customer service, ambassadorship and amenities has never been more important. Visitors who have everything they need - from delicious coffee and food, to easily accessible information about local experiences - are likely to stay and relax in Katanning longer and become important champions in marketing Katanning to others.

WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<b>Enhance visitor experience</b>	Improve visibility and accessibility to destination information.	<ul style="list-style-type: none"> <li>• Number of businesses embracing destination information</li> <li>• Feedback from visitors</li> <li>• Visitor Centre visitation</li> <li>• Website analytics</li> </ul>
	Map destination, accommodation, attractions and experiences.	<ul style="list-style-type: none"> <li>• Print and distribution of map</li> <li>• Digital downloads</li> </ul>
	Capture data.	<ul style="list-style-type: none"> <li>• Website analytics</li> <li>• Social media insights</li> <li>• Print and distribution numbers of promotional materials</li> <li>• Visitor profile counter for Visitor Centre and information hubs</li> </ul>
	Develop family-friendly initiatives that are aimed at attracting multi-generational audiences and strengthen appeal to families.	<ul style="list-style-type: none"> <li>• All-Ages Playground visitation</li> <li>• Number of family-friendly itineraries</li> <li>• Social media insights</li> </ul>

WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<p><b>Provide a contemporary visitor centre and services</b></p>	<p>Embrace a flexible approach to visitor services and creation of information hubs.</p>	<ul style="list-style-type: none"> <li>• Number of information distribution points</li> </ul>
	<p>Improve the quality of local tourist information and visitor services.</p>	<ul style="list-style-type: none"> <li>• Website analytics</li> <li>• Improvements noted by individual businesses via an annual survey</li> <li>• Visitor Centre data</li> </ul>
	<p>Ensure the visitor centre is well located and resourced to service the needs and consumption of identified target markets.</p>	<ul style="list-style-type: none"> <li>• Increase in number of visitors accessing information at the Visitors Centre</li> <li>• Increase in hours/times that the Visitors Centre is open (with a priority focus on the weekend)</li> </ul>
	<p>Embrace visual and digital information delivery and focus on providing uncluttered, streamlined and visitor friendly spaces.</p>	<ul style="list-style-type: none"> <li>• Website analytics</li> <li>• Creative assets developed – image library, videos maps, screen information points</li> <li>• Improvements noted by individual businesses via an annual survey</li> </ul>
	<p>Partner with neighbouring regions, Great Southern Treasures and Australia’s South West to ensure delivery of consistent visitor information.</p>	<ul style="list-style-type: none"> <li>• Website analytics</li> <li>• Improvements noted by individual businesses via an annual survey</li> </ul>
<p><b>Help visitors find their way</b></p>	<p>Improve physical signage to increase Katanning’s visibility on regional highways and roads.</p>	<ul style="list-style-type: none"> <li>• Number of additional road signs for Katanning</li> </ul>
	<p>Improve town accessibility, walkability, cyclability and wayfinding.</p>	<ul style="list-style-type: none"> <li>• Number of additional signs and wayfinding materials</li> <li>• Print and distribution of maps and wayfinding materials</li> </ul>
	<p>Improve physical and digital connectivity, guiding visitors to information, experiences and services through strategic signage, placement of assets and provision of online and physical directions and information.</p>	<ul style="list-style-type: none"> <li>• Website analytics</li> <li>• Increase in number of visitors accessing information at the Visitors Centre</li> <li>• Uptake of printed wayfinding materials</li> <li>• Number of itineraries developed</li> </ul>
<p><b>Enhance goods and services availability</b></p>	<p>Support, encourage and incentivise more local businesses to open their doors on weekends</p>	<ul style="list-style-type: none"> <li>• Number of businesses open on weekends</li> <li>• Open for business during major events</li> <li>• Customer perceptions, e.g. TripAdvisor ratings</li> </ul>

\* See Delivering the Strategy - pages 28-30



## **EMPOWER INDUSTRY**

**Deliver effective collaboration and leadership for the tourism industry.**

Tourism development requires ongoing collaboration between local government, business and community to succeed. In addition, local business and tourism providers need to feel supported and empowered to experiment and innovate to create new products and experiences for visitors.

Building relationships through strong leadership and collaboration will ensure that future decision making supports an environment where tourism can flourish.



WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<p><b>Facilitate clear and strong tourism leadership and coordination</b></p>	<p>Create a focal point for tourism management and development in Katanning that links community, business and local government.</p>	<ul style="list-style-type: none"> <li>• Number and regularity of meetings of willing and enthusiastic community members to discuss tourism development</li> <li>• Number of new collaborations/ products developed</li> </ul>
	<p>Create space and time for local business and tourism operators to connect and identify opportunities to collaborate.</p>	
<p><b>Improve training and support for local business and tourism providers</b></p>	<p>Provide opportunities for local business and tourism operators to engage in industry training and support activities.</p>	<ul style="list-style-type: none"> <li>• Number of training and industry development opportunities for Katanning businesses and tourism operators</li> <li>• Number of local businesses and tourism operators having access to training and industry development opportunities</li> </ul>
	<p>Empower business associations to be actively involved in tourism.</p>	
<p><b>Encourage investment and innovation in tourism related goods and services</b></p>	<p>Make it easy for local businesses to get started, grow and innovate.</p>	<ul style="list-style-type: none"> <li>• Number of new tourism operators or businesses in town</li> <li>• Number of new tourism products</li> <li>• Number of new collaborations between tourism operators</li> <li>• Number of businesses open on weekends</li> </ul>
	<p>Work with business associations to support the implementation of the tourism strategy actions.</p>	
<p><b>Build a culture of evidence-based decision making</b></p>	<p>Collect, provide and showcase the use of data to inform ongoing investment and operational decisions.</p>	<ul style="list-style-type: none"> <li>• Number of tourism-related enterprises and agencies actively accessing and utilising data</li> <li>• Number of businesses engaged in the visitor economy (measured via database growth)</li> <li>• Engagement by businesses in annual industry survey</li> </ul>
	<p>Annual satisfaction benchmark derived from a stakeholder satisfaction survey.</p>	
<p><b>Create connections</b></p>	<p>Create partnerships and collaborations that will act as key enablers to help connect a diverse industry.</p>	<ul style="list-style-type: none"> <li>• Number of new collaborations between tourism operators</li> <li>• Number of famils</li> <li>• Number of tourism businesses utilising user generated content (UGC) services</li> </ul>
	<p>Work with local, regional, state and national tourism organisations to support the growth of tourism.</p>	
	<p>Build digital capacity and capabilities within tourism sector.</p>	

\* See Delivering the Strategy - pages 32-33



## INNOVATIVE PRODUCT AND EXPERIENCES

Foster and encourage the development and introduction of new tourism products and experiences.

There has been a significant shift in visitor behaviour, with visitors increasingly seeking out tourism products and experiences that are perceived to be ‘authentic’, ‘off the beaten track’ and ‘offer value for money’.

By developing and promoting new, high quality experiences, and allowing visitors to enjoy memorable experiences, Katanning can attract increased visitor numbers, average length of stay, encourage word of mouth promotion and drive increased visitation.

As a place of significance for the Noongar nation, and with a strong history of farming and agriculture and a nationally recognised vibrant multicultural community, Katanning can offer visitors experiences they can’t get anywhere else. Development of innovative product and experiences not only motivates visitors to become ambassadors for Katanning, but also gives them the tools to help them relive experience and promote the destination.

WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<b>Create products that are targeted at priority markets</b>	Work with industry, community groups and tourism stakeholders to identify and facilitate the development of new tourism products.	<ul style="list-style-type: none"> <li>• Number of new tourism products in market</li> <li>• Level of investment attraction in new tourism products</li> <li>• Level of investment attraction in upgrading or enhancing existing tourism products</li> </ul>
	Encourage investment and innovation in the creation of new targeted tourism products, and actively identify and build upon products that impact on target markets in comparable locations.	
	Providing opportunities for local business and tourism operators to connect, network and collaborate on creating new tourism products.	

“ Experience development is about supporting tourism operators to deliver more engaging and memorable experiences by better understanding the needs and preferences of potential visitors.

Product development looks at identifying new tourism products or enhancing existing ones. (Tourism Australia Export Toolkit)



WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<b>Encourage collaboration between Local Government Authorities to create regional experiences</b>	Work with Great Southern Treasures to build collaborative relationships with nearby LGAs, facilitating the creation of new experiences (for example, regional travel itineraries).	<ul style="list-style-type: none"> <li>• Number of regional itineraries and products that feature Katanning</li> </ul>
<b>Maximise existing assets and attractions</b>	<p>Create new visitor experiences that address identified gaps and capitalise on hero experiences, assets, events and attractions.</p> <p>Embrace existing attractions, assets, diversity and character as a hallmark of Katanning’s tourism development potential</p> <p>Facilitate packaging with tourism businesses (e.g. dinner, bed and breakfast) and events (e.g. VIP experience) to create new experiences.</p> <p>Develop themed packaging for special interest groups such as cycling/ bushwalking, families, speedway, car clubs.</p>	<ul style="list-style-type: none"> <li>• Number of itineraries and promotional materials.</li> <li>• Number of experience packages Number of products registered on the Australian Tourism Data Warehouse</li> </ul>
<b>Support a diverse calendar of events</b>	<p>Create a centralised events calendar to showcase existing hallmark events.</p> <p>Facilitate and support the continued development of events to drive repeat visitation.</p> <p>Converting event day-trippers with event passes, accommodation and tour packages to encourage overnight stays.</p> <p>Improve participation, particularly by youth, with volunteer opportunities at events, including training, networking and intern opportunities.</p>	<ul style="list-style-type: none"> <li>• Creation of centralised events calendar and its analytics.</li> <li>• Number of new events</li> <li>• Number of event attendees</li> <li>• Number of volunteers at events</li> </ul>
<b>Create connections</b>	<p>Create partnerships and collaborations that will act as key enablers to help connect a diverse industry.</p> <p>Work with local, regional, state and national tourism organisations to support the growth of tourism.</p> <p>Build digital capacity and capabilities within tourism sector.</p>	<ul style="list-style-type: none"> <li>• Number of new collaborations between tourism operators</li> <li>• Number of famils</li> <li>• Number of tourism businesses utilising user generated content (UGC) services</li> </ul>

\* See Delivering the Strategy - pages 34-35



## ENGAGING MARKETING

**Build a memorable destination with authentic, targeted and engaging marketing.**

Destinations are defined by the stories that visitors see, hear, experience, take with them, and share.

Our focus will be on developing effective and engaging marketing to build authentic and positive stories that create well informed visitors.

The Shire will continue to accommodate changing visitor patterns, with a renewed focus on digital media, accessible physical information touchpoints and a knowledgeable industry. We will continue to develop popular digital platforms and formats including search, social, video, mobile, user generated content and travel sites to promote the destination.

The community are ambassadors for Katanning and play an important role in messaging and positioning, as well as communicating the stories and tourism strategy outcomes which is vital to the success of destination marketing.

WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<p><b>Centralise destination marketing efforts</b></p>	<p>Create centralised online information channels for tourism providers and visitors.</p>	<ul style="list-style-type: none"> <li>• Volume of businesses with online presence.</li> <li>• Web analytics</li> <li>• Listings on destination sites – Great Southern Treasures, Australia’s South West, WA.com, etc</li> </ul>
	<p>Leverage strategic marketing relationships with neighbouring and ‘feeder’ destinations and organisations.</p>	
	<p>Collaboration in marketing and media profiling, industry networking and packaging with neighbouring destinations.</p>	
	<p>Creative, development and collateral design and assets will be carried across all information hubs, marketing, digital and social platforms.</p>	

WHAT WE WILL DO	HOW WE WILL DO IT*	HOW WE WILL MEASURE
<p><b>Increase awareness and visibility of the destination</b></p>	Develop awareness of Katanning as a destination to visit to target markets.	<ul style="list-style-type: none"> <li>• Web analytics</li> <li>• Social media insights</li> <li>• Production of new creative assets (number of images in library)</li> <li>• Visitation numbers</li> </ul>
	Promote Katanning’s hero experiences and emerging products.	
	Create quality marketing collateral and creative assets.	
	Use the latest data insights to inform all our activity, particularly in creating engaging content for distribution both through owned and third party digital platforms.	
	Leverage events to enhance visibility	
	Build a compelling and memorable visual brand and narrative.	
	Celebrate who we are.	
<p><b>Improve planning and communication</b></p>	Develop an annual marketing action plan, with event promotion and campaign ideas.	<ul style="list-style-type: none"> <li>• Number of new communications to public</li> <li>• Improved community sentiment</li> <li>• Number of famils</li> <li>• Number of articles/media releases about Katanning increases</li> <li>• Production of creative assets (number of images in library)</li> <li>• Visitation numbers</li> </ul>
	Develop and deliver a communications and public relations program for operators, industry and potential visitors.	
	Improve community awareness of tourism.	
	Maintain a network of owned digital assets for promotion and industry use.	
<p><b>Focus on our digital footprint</b></p>	Strengthen Katanning’s digital presence by prioritising channels for effectiveness, efficiency, and measurability.	<ul style="list-style-type: none"> <li>• Year-by-year increase in online following</li> <li>• Web analytics</li> <li>• Social media insights (e.g. # use, tags, engagement)</li> <li>• Number of ATDW listings and other platforms, e.g. Trip Sdvisor</li> <li>• Volume of content on ASW, WA.com and Tourism Australia social media channels</li> </ul>
	Create opportunities for better user generated content.	
	Deliver quality and consistent content, creating greater information flows and compelling storytelling.	
	Digitally assist the industry and businesses to identify and manage platforms that further strengthen and enhance the region’s overall reach.	
<p><b>Capitalise on events</b></p>	Integrating events into tourism marketing to create a compelling call to action to visit Katanning.	<ul style="list-style-type: none"> <li>• Increase in occupancy during events.</li> <li>• Increase in online engagement of events.</li> </ul>

\* See Delivering the Strategy - pages 36-39





## DELIVERING THE STRATEGY

---

Through strong leadership and commitment across all four priority areas, the key goals of this Strategy will be achieved for the benefit of Katanning's visitors, tourism operators and stakeholders.

### ***We are all in this together***

*At the heart of the tourism industry is the quality of the products and experiences on offer. This provides the key motivators for visitors to a destination. The Shire of Katanning acknowledges a sustainable tourism industry is built by many, not a few, and sees its role as harnessing the collective energy of all in achieving its tourism vision.*

## ELEVATE VISITOR SERVICES

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Enhance visitor experience</b>	1.1 Modern, designed tourist map of Katanning that: <ul style="list-style-type: none"> <li>• Suggests experience-based itineraries for visitors to Katanning (i.e. nature, culture, Aboriginal history, art, agriculture)</li> <li>• Can be easily updated as new products, attractions and businesses come online</li> <li>• Is available online in PDF form</li> <li>• Can be scaled to be printed in large format.</li> </ul>	Short	The Shire Visitor Centre  Provide to: ASW GST Visitor Centre Local businesses
	1.2A Identify alternative locations and businesses that are important visitor information access points, including: <ul style="list-style-type: none"> <li>• Caravan park</li> <li>• Newsagency</li> <li>• Post office</li> <li>• CRC</li> <li>• Library</li> </ul> 1.2B Create list / database of identified locations and what collateral, information and assets they have, to manage print collateral and updates to information (ensuring version control across locations).	Quick win	The Shire
	1.3 Establish regular meetings / engage with neighbouring regions, Great Southern Treasures and Australia's South West to ensure delivery of consistent visitor information across the region (providing them with the latest collateral and 'what's happening in tourism' updates.	Short	The Shire ASW GST Regional councils
	1.4 Investigate opportunities for interpretative and digital signage /information platforms/ screens located in strategic locations in the town centre for times when the Visitors Centre is not open or	Quick win	The Shire
	1.5 Develop a robust template and train VC staff to input visitor information data (where visitors are from, enquiries) while other data capture methods are being investigated.	Short	The Shire Visitor Centre
	1.6 Add Google analytics to the Shire's website to measure destination page insights.	Quick win	The Shire
	1.7 Use a social scheduler (e.g. Later, Loomly, Hootsuite etc) to collate better insights and understanding of social media engagement.	Quick win	The Shire
	1.8 Develop information/collateral specific for families (both visitors and locals alike), focusing on new attractions (All ages playground opening hours, Icecreamery, etc).	Short	The Shire GSCORE GST

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Provide a contemporary visitor centre and services</b>	1.9 Optimise the Visitors Centre's location and resources to best provide the required standard and accessibility of service. Consideration to be given to locations on Austral Terrace, an emerging site of key visitor amenities and services.	Quick win	The Shire Visitors Centre
	1.10 Invest in upgrades to technology, empowering the Visitors Centre to better capture and store long term data on visitation trends.	Quick win	The Shire Visitors Centre
	1.11 Explore best practices and new locations to improve the services provided by the Visitor Centre, including visitor information hubs.	Short	The Shire Visitors Centre
	1.12 Create visitor information hubs, providing them a package to promote to visitors – key attractions, selling points, yearly events calendar, printed collateral.	Short	The Shire Locations identified in 1.2A
	1.13 Embrace visual and digital information delivery options to complement the Visitors Centre, such as displaying maps in windows or interactive TVs, tablets for bookings etc.	Short	The Shire Local Business And Tourism Operators
<b>Help visitors find their way</b>	1.14 Draft a way-finding strategy integrating Shire Signage Guide and industry standards to improve and enhance the visitor experience and dispersal. A wayfinding system may incorporate: <ul style="list-style-type: none"> <li>• Maps.</li> <li>• Interpretation kiosks.</li> <li>• Video screens.</li> <li>• QR codes.</li> <li>• GPS navigational devices.</li> <li>• Printed collateral, including brochures.</li> <li>• Branding, Signage, Websites.</li> <li>• Smartphone messaging and chat.</li> <li>• Mobile apps.</li> <li>• Virtual reality.</li> <li>• Regional information hubs.</li> </ul>	Short	The Shire
	1.15 Invest in Tourism Marketing Signage built to increase visibility of Katanning as directed by outcomes in 1.14.	Medium	The Shire
	1.16 Engage with Main Roads and neighbouring Councils to introduce destination signs at regional information hubs or highway stops, to encourage more travellers take the inland to Katanning.	Long	The Shire
	1.17 Increase and clarify signage in and around town centre, directing visitors to key attractions as directed in 1.14.	Medium	The Shire
	1.18 Design walking tour maps with key attractions, historical landmarks, business information and amenities of the town centre. Option to add QR codes to online information.	Short	The Shire

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Enhance goods and services availability</b>	1.19 Promote local enterprises trading on weekends to locals to support the commercial viability of extended trading hours.	Quick win / ongoing	The Shire
	1.20 Investigate and amend local government policies which may present barriers for local businesses to: <ul style="list-style-type: none"> <li>• increasing trading hours</li> <li>• experimenting with alternative service delivery models (food trucks, alfresco dining etc).</li> </ul>	Short	The Shire
	1.21 Actively encourage experimentation and increased business hours from local businesses who are servicing visitors through information sessions about 'what's possible'.	Medium	The Shire





## EMPOWER INDUSTRY

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Facilitate clear and strong tourism leadership and coordination</b>	2.1 Establish bi-monthly sundowner event for local tourism operators and related businesses	Quick win	The Shire
	2.2 Identify and empower/celebrate local public, private and community sector champions passionate about the development of tourism in Katanning who are willing to establish a Working Group/Reference Group	Short	The Shire Local business, local tourism providers, community
	2.3 Provide office and meeting space for collaboration and networking	Ongoing	The Shire
	2.4 Encourage active participation in regional tourism awards to promote and reward excellence in the industry	Medium	The Shire
<b>Improve training and support for local business and tourism providers</b>	2.5 Up to date calendar/ list of training and industry development opportunities available locally and regionally, highlighting those that are free or where there are grants/funding available to attend.	Medium	The Shire
	2.6 Develop an annual industry capacity building/tourism training program which targets opportunities such as digital marketing, ATDW, international market-readiness, experience development and business mentoring	Long	The Shire GST KRBA
<b>Encourage investment and innovation in tourism related goods and services</b>	2.7 Identify and profile high impact projects that will require multi-party investment in \$, time, intellectual property and political will.	Ongoing	The Shire
	2.8 For each high impact project, prepare professionally desktop published 1-page project pitch for each identified product and shortlisted project for utilisation in investment engagement.	Ongoing	The Shire
	2.9 Identify and build consensus amongst local contributors as to roles/contributions that can be made to de-risk external investment	Short	The Shire
	2.10 Actively scan for public funding opportunities to pitch projects	Ongoing	The Shire
	2.11 Actively scan for private/community funding opportunities to pitch projects	Ongoing	The Shire
	2.12 Refine policies and procedures to make application for tourism operators or attractions easy, and responses from the Shire quick.	Medium	The Shire
	2.13 Create a 'guide /checklist' for new tourism businesses to understand what is required to get operational in Katanning.	Medium	The Shire KRBA

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Build a culture of evidence-based decision making</b>	2.14 Development an industry data strategy that identifies and develops a plan for collection, collation and communication of key industry data	Medium	The Shire
	2.15 Provide data showcase workshops that demonstrate to tourism stakeholders how available data can be utilised to make more informed decisions	Medium	The Shire
<b>Create connections</b>	2.16 Collaborate with other LTOs and regional councils to identify and develop cross-regional tourism experiences and networks.	Short	The Shire GST ASW
	2.17 Establish collaborative promotional partnerships and use of existing marketing channels.	Short	The Shire GST ASW
	2.18 Engage with regional based tour operators to create awareness of available visitor experiences and promote inclusion in tour itineraries.	Short	The Shire KRBA
	2.19 Encourage more products to engage in digital activity to improve visitor experience by making more products available online.	Short	The Shire Tourism providers
	2.20 Connect the industry and businesses with digital tools and resources to enhance collaboration and foster growth.	Short	The Shire Tourism providers
	2.21 Design a business checklist to assist operators to build their digital capacity (e.g. printable postcard to distribute to businesses).	Quick win	The Shire KRBA
	2.22 Reach out to local providers, such as SBDC, WAITOC, GSCORE, WA Tourism Council, to provide special tourism training courses for businesses.	Medium	The Shire KRBA
	2.23 Create ambassadors within the region by educating local leaders of the importance of tourism.	Long	The Shire GST ASW
	2.24 Leverage opportunities highlighted through local, regional and state tourism organisations to support the growth of the industry (for e.g. attendance at famils, trade shows, etc)	Long	The Shire GST ASW

## INNOVATIVE PRODUCT AND EXPERIENCES

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Create products that are targeted at priority markets</b>	3.1 Design experience and product-based itineraries targeted each of the key visitor profiles (both print and digital).	Quick win	The Shire
	3.2 Identify gaps and required products that celebrate our character and authenticity. Audit of existing products against key areas to identify gaps and focus of product creation: <ul style="list-style-type: none"> <li>• Nature and adventure</li> <li>• Rural and agriculture</li> <li>• Family friendly</li> <li>• History and heritage</li> <li>• Recreation and adventure</li> <li>• Multicultural community</li> <li>• Aboriginal culture</li> </ul>	Short	The Shire GST
	3.3 Support and facilitate development of new products (and if required pitch document outlined in 2.7).	Medium	The Shire
	3.4 Identify any common infrastructure required to support/ unlock targeted product development and build the case for multi-stakeholder investment.	Medium	The Shire
	3.5 Work with Traditional Owners and WAITOC to scope authentic Indigenous experiences throughout the region, raise cultural awareness and share Indigenous stories to key target markets.	Long	The Shire Traditional Owners WAITOC
	3.6 Develop strategy to attract new operators in destination food and drink tourism and investment in existing businesses to develop offering, with an emphasis on agri-innovation.	Long	The Shire GSDC
	3.7 Work with stakeholders to develop trail infrastructure (walking / 4WD and mountain biking).	Medium	The Shire GSCORE DBCA (Parks and Wildlife) Trails WA
	3.8 Support the strategic enhancement and provision of key nature based facilities on council land to improve and increase sustainable activation.	Long	The Shire

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Encourage collaboration between Local Government Authorities to create regional experiences</b>	3.9 Work with GST to identify LGAs for collaboration on itineraries which: <ul style="list-style-type: none"> <li>• Feature Katanning</li> <li>• Celebrate Great Southern region</li> <li>• Can leverage existing events</li> </ul>	Short	The Shire GST GST Delegate Other LGAs
	3.10 Work with identified LGAs to create media familiarisation programs and itineraries	Medium	The Shire GST GST Delegate Other LGAs
<b>Maximise existing assets and attractions</b>	3.11 Develop self-drive itineraries and loop drives to expose diversity of food/beverage, nature, adventure, culture and rural experiences.	Short	The Shire GST
	3.12 Facilitate regional product packaging opportunities for half and full day itineraries that leverage existing experiences (potential to work with local operators to run as tour or / self-drive).	Medium	The Shire KRBA Tourism providers
	3.13 Facilitate packaging and develop itineraries and self-guided tours for special interest groups (cycling, bushwalking, families, etc).	Medium	The Shire GST KRBA Tourism providers
	3.14 Development and launch of a Historic Trail highlighting the heritage of Katanning and landmarks.	Short	The Shire Historic Society
	3.15 Work with businesses to package experiences and attractions together with accommodation and dining options to help promote and showcase what Katanning has to offer, with packages created to specifically cater for the target visitor profiles and annual events.	Short	The Shire GST KRBA Tourism providers
<b>Support a diverse calendar of events</b>	3.16 Align annual events calendar to the Aboriginal seasons, including creation of new events and design/presentation of calendar of existing events.	Quick win	The Shire
	3.17 Design events calendar poster, highlighting annual calendar of major events and distribute to information hubs and add to online channels.	Quick win	The Shire
	3.18 Review the Shire's event policies and sponsorship program to support, create and enable locally grown events which deliver community, cultural, visitation, economic and positioning outcomes.	Short	The Shire
	3.19 Create an events toolkit, which can be accessed by the wider tourism and events industry and local businesses to ensure promotion of events is consistent (e.g. hashtags, use of images, event wrap videos).	Medium	The Shire
	3.20 Work with existing event operators in the region to facilitate opportunities for satellite events and activities during larger events – e.g. Taste Great Southern	Short	The Shire GST GSDC

## ENGAGING MARKETING

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Centralise destination marketing efforts</b>	4.1A Create a destination Facebook page (in line with Experience Katanning Instagram page) and combine with attraction pages (All Ages Playground page, etc). 4.1B Add all events to this page and event operators as co-hosts (e.g. this page would be co-host to Harmony Event)	Quick win	The Shire
	4.2 Create a destination landing page linking to all existing tourism related pages on Shire's website, as well as other stakeholder pages and relevant information.	Short	The Shire
	4.3 Develop and grow existing channels by leveraging data insights and promotion of hero experiences.	Ongoing	The Shire
	4.4 Test and explore industry and destination hashtags and location tags to broaden reach.	Short	The Shire
	4.5A Create a social media calendar based that can be shared with stakeholders (either through hashtags, tagging or a scheduler). 4.5B Create a list of all operator's online platforms (central database websites, handles, common use hashtags). 4.5C Curate and share business and event content – get them all to use #experiencekatanning	Quick win	The Shire GST
	4.6 Market and promote products and experiences developed (as outlined in priority 3) across existing owned channels, earned media and paid advertising.	Ongoing	The Shire GST ASW GSDC
	4.7 Continue to promote the region's iconic hero experiences.	Ongoing	The Shire GST
	4.8 Create a single point of contact that can build relationships with local businesses, ASW, GST, GSCORE etc and deliver priority four actions.	Short	The Shire
	4.9 Create a compelling brand story (using the Destination Brand Development and Content Plan) and leverage across RTO and tourism channels.	Short	The Shire GST ASW
	4.10 Create a database of visual assets that showcases the region's attractions (and can be accessed and used by stakeholders and industry).	Short	The Shire
	4.11 Tap into the community and local ambassadors to create content – guest writers, stories, Q&As, recommendations and tips from locals for online and offline use.	Ongoing	The Shire KRBA GST Tourism providers Community

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Increase awareness and visibility of the destination</b>	4.12 Develop an annual marketing action plan, identifying priority actions, campaign theme and funding strategy.	Short / Annually	The Shire
	4.13 Delivery of rich, motivating experience-led content, stories, images and video.	Ongoing	The Shire Tourism providers
	4.14 Create a road time guide to showcase Katanning's proximity to attractions and other regional tourism destinations.	Quick win	The Shire
	4.15 Develop visitor information and promotional materials associated with itineraries, packages and bundling of products and experiences from priority 3.	Short -Medium	The Shire
	4.16 Update itineraries, information, images and visual content on Great Southern Treasures and Australia's South West website.	Quick win	The Shire GST
	4.17 Create a database to update/notify of events and new products (e.g. KRBA, community groups, local media, Trip Advisor, Tourism WA, ASW, GST, Trails WA, and aggregator sites such as Urban List, Broadsheet, So Perth etc)	Quick win	The Shire
	4.18 Develop and promote a clear and unique positioning statement for Katanning, reflecting its many narratives (as per the Destination Brand Development and Content Plan), which industry and other stakeholders can rally behind.	Short	The Shire
	4.19 Develop a template using data and insights to regularly evaluate marketing activities and report to Council.	Short / Ongoing	The Shire
	4.20 Start a podcast with operators and industry highlighting unique experiences – heritage stories, agriculture, timeless stories.	Long	The Shire KRBA
	4.21 Design and deliver a community awareness campaign to grow the desire 'to love the place we live' and become ambassadors for Katanning as a destination.	Short	The Shire KRBA Community groups
	4.22 Create a collaborative brand identity to assist with the unified promotion of Katanning as a destination.	Long	The Shire GST KRBA Tourism providers Community

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Improve planning and communication</b>	4.23 Maintain active participation and partnership with RTOs and STO, while ensuring Katanning identity is maintained.	Ongoing	The Shire GST ASW
	4.24 Invest in resources for ongoing management of destination marketing, including updating calendar of events, marketing content, promotion of local tourism products, experiences, services and amenities and feeding information to LTOs and RTOs.	Ongoing	The Shire
	4.25 Provide regular newsletter information service to tourism businesses and interested stakeholders that provides information about past, current and future tourism events, training opportunities and tell stories about tourism activities.	Ongoing	The Shire KRBA
	4.26 Develop destination guidelines for local operators on how to use the brand story and positioning to promote their businesses.	Short	The Shire KRBA
	4.27 Work with GST and ASW to explore campaign funding opportunities and familiarisations.	Medium	The Shire GST ASW
<b>Focus on our digital footprint</b>	4.28 Encourage user generated content by simplifying use to a Katanning location tag and #experiencekatanning across all Instagram posts.	Quick win	The Shire
	4.29 Engage visitors through storytelling approach via social media including Instagram, Facebook and Trip Advisor to showcase hero experiences.	Short	The Shire
	4.30 Grow and nurture local industry pride by showcasing operators (and their products) and other community leaders that demonstrate the 'love the place we live' approach on existing channels.	Short	The Shire KRBA Tourism providers
	4.31 Promote the merits of, and ensure businesses have the capacity to take advantage of TripAdvisor and other user generated content portals.	Short	The Shire KRBA
	4.32 Register content in ATDW once creative assets are produced.	Quick win	The Shire GST
	4.33 Establish a proactive social media engagement program in partnership with local businesses, GST and ASW.	Short	The Shire GST ASW
	4.34 Digitally assist the industry and businesses to identify and manage platforms that further strengthen and enhance the region's overall reach. Operators need to increase their digital distribution on tourism booking engines and websites such as TripAdvisor and the ATDW.	Ongoing	The Shire

WHAT WE WILL DO	ACTIONS	TIMING	WHO'S INVOLVED
<b>Capitalise on events</b>	4.35 Maximise Katanning exposure at events e.g. signage placement, provision of destination images and footage to event organisers for social media and television broadcasts, PR stunts on location and incorporating Shire branding on signage, staging, and merchandise.	Short / Ongoing	The Shire Event operators
	4.36 Integrate destination images into event marketing and linking the social media channels to event/festival websites.	Short	The Shire
	4.37 Design destination campaigns around key annual event to encourage longer stays.	Short	The Shire GST GSDC
	4.38 Subject to privacy laws, developing a data base of visitors from event online ticketing systems to provide targeted advertising audiences.	Medium	The Shire Event operators



# BACKGROUND



## **A SPECIAL THANK YOU**

to the people who gave time, input and advice into the making of this strategy.

## **75 SURVEY RESPONSES**

### **26 WORKSHOP ATTENDEES**

The Katanning Tourism Strategy is a community-led strategy. It has benefitted from the voices and contributions from a broad array of stakeholders, from engaged residents, local business and tourism providers, regional and state tourism and planning stakeholders and local government. We sincerely appreciate these contributions and would like to particularly acknowledge the following people and groups who have been actively engaged throughout the whole process.

Arts Collective	Kartanup Tours
Australia's South West	Katanning Ag Society
Badgebup Aboriginal Corporation	Katanning Caravan Park
Community Resource Centre	Katanning Historical Society
Creative Albany/ Fathomco	Katanning Icecreamery
David (or rep) - Katanning Country Club	Katanning Landcare
Edwards Holden	Katanning Regional Business Association
Emu Lane, Saleyards Canteen	Katanning Regional Retailers
Experience Katanning	Katanning Visitors Centre
FORM	Kobeelya
Great Southern Centre for Outdoor	Premier Mill Hotel
Recreation Excellence	RDA Great Southern
Great Southern Development Commission	The Saleyards
Great Southern Treasures	

And anyone who took the time to complete the survey.

## KATANNING DESTINATION BRAND DEVELOPMENT AND CONTENT PLAN

The Shire of Katanning engaged Marketforce to better understand Katanning and how to start positioning the town as destination brand. The Destination Brand and Content Plan was finalised in April, 2019 and positioned Katanning as:

### KATANNING, TIMELESS STORIES

Classic country charm built from their agricultural entrepreneur traits and the blood, sweat and tears from pioneering the area in and around Katanning. A quest to pass on tales of wisdom, that makes everyone feel like local.

ESSENCE	DESTINATION ATTRIBUTES	DESTINATION PRODUCT
Pioneer	<p>Slow down and enjoy the wise old tales of Katanning, we have a long history.</p> <p>3rd, 4th and even 5th generation tough and rugged pastoralists. We are built to last, we respect our heritage and restore everything by hand.</p> <p>Ancient tradition of sharing stories and connecting cultures. Unrefined and dramatic beauty you can't take your eyes off.</p> <p>No bullshit with us...what you see is what you get! Natural born storytellers and seekers of hidden treasures.</p>	<ul style="list-style-type: none"> <li>&gt; Agriculture and nature</li> <li>&gt; Food and wine</li> <li>&gt; History and culture</li> <li>&gt; Events and festivals</li> </ul>

*Katanning has a proud history that lays claim to many firsts. Including the Flour Mill/ Premier Mill Hotel, the largest undercover sheep saleyards in the southern hemisphere and the first location in WA to have electric street lights. This demonstrates a high level of unique traits that other destinations can't compete with and equates to an element of timeless throughout Katanning's DNA.*

*A majority of the core attractions within Katanning have the ability to transport people back in time so they are able to experience what Katanning was like when the colonial entrepreneurs were first exploring the destination e.g. restoration of the Flour Mill, Kodja Place...even the uninterrupted views from Bluff Knoll's summit.*

*Time slows down in Katanning, to truly experience the historical importance and charm of the destination you must slow down with it, otherwise you can't truly soak it all up. Timeless pays a large nod to the high level of historical and cultural importance that the area played in WA's history.*



*At the heart of Katanning is this idea of classic country charm, which is country folk's ability to greet people with warmth and share with them classic tales of Katanning. This makes people feel like a local. Whether you're a 4th generation pastoralist, tour-guide at Kodja Place, Cordial bar tender....you will entertain people with stories of Katanning.*

## APPENDIX

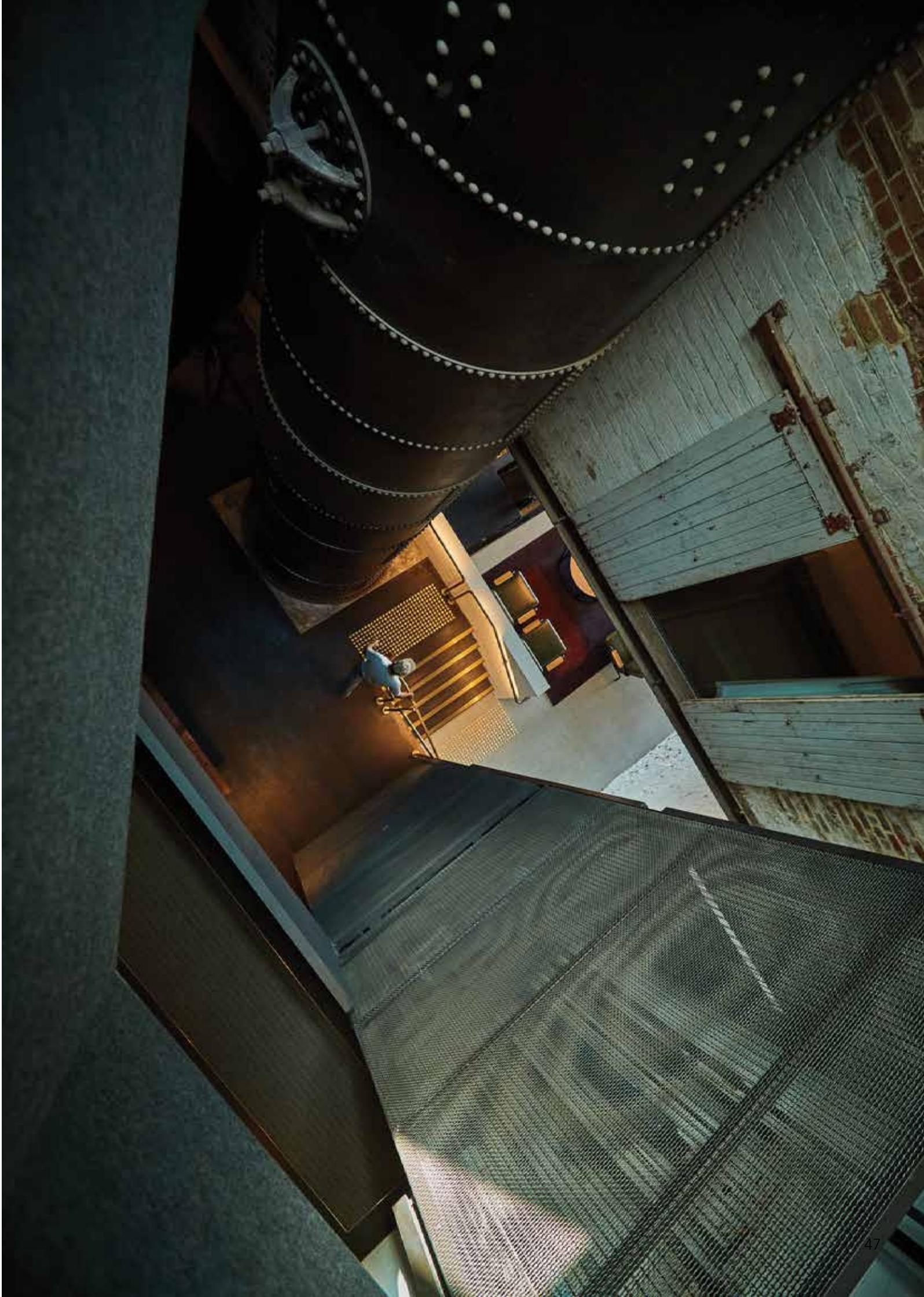
### APPENDIX 1: DELIVERING THE STRATEGY – QUICK WINS

	WHAT WE WILL DO	ACTIONS	WHO'S INVOLVED
VISITOR SERVICES	Enhance visitor experience	1.2A Identify alternative locations and businesses that are important visitor information access points, including: <ul style="list-style-type: none"> <li>• Caravan park</li> <li>• Newsagency</li> <li>• Post office</li> <li>• CRC</li> <li>• Library</li> </ul> 1.2B Create list / database of identified locations and what collateral, information and assets they have, to manage print collateral and updates to information (ensuring version control across locations).	The Shire
		1.4 Investigate opportunities for interpretative and digital signage / information platforms/ screens located in strategic locations in the town centre for times when the Visitors Centre is not open or	The Shire
		1.6 Add Google analytics to the Shire's website to measure destination page insights.	The Shire Visitor Centre
		1.7 Use a social scheduler (e.g. Later, Loomly, Hootsuite etc) to collate better insights and understanding of social media engagement.	The Shire
	Provide a contemporary visitor centre and services	1.9 Optimise the Visitors Centre's location and resources to best provide the required standard and accessibility of service. Consideration to be given to locations on Austral Terrace, an emerging site of key visitor amenities and services.	The Shire
		1.10 Invest in upgrades to technology, empowering the Visitors Centre to better capture and store long term data on visitation trends. For example, tablet or laptop computer.	The Shire Visitors Centre
	Enhance goods and services availability	1.21 Promote local enterprises trading on weekends to locals to support the commercial viability of extended trading hours.	The Shire
EMPOWER INDUSTRY	Facilitate clear and strong tourism leadership and coordination	2.1 Establish bi-monthly sundowner event for local tourism operators and related businesses	The Shire
	Create connections	2.21 Design a business checklist to assist operators to build their digital capacity (e.g. printable postcard to distribute to businesses).	The Shire KRBA

	WHAT WE WILL DO	ACTIONS	WHO'S INVOLVED
INNOVATE PRODUCT AND EXPERIENCES	<b>Create products that are targeted at priority markets</b>	3.1 Design experience and product-based itineraries targeted each of the key visitor profiles (both print and digital).	The Shire
	<b>Support a diverse calendar of events</b>	3.16 Align annual events calendar to the Aboriginal seasons, including creation of new events and design/presentation of calendar of existing events.	The Shire
		3.17 Design events calendar poster, highlighting annual calendar of major events and distribute to information hubs and add to online channels.	The Shire
ENGAGING MARKETING	<b>Centralise destination marketing efforts</b>	4.1A Create a destination Facebook page (in line with Experience Katanning Instagram page) and combine with attraction pages (All Ages Playground page, etc).	The Shire
		4.1B Add all events to this page and event operators as co-hosts (e.g. this page would be co-host to Harmony Event)	
	<b>Increase awareness and visibility of the destination</b>	4.5A Create a social media calendar based that can be shared with stakeholders (either through hashtags, tagging or a scheduler).	The Shire GST
		4.5B Create a list of all operator's online platforms (central database websites, handles, common use hashtags).	
		4.5C Curate and share business and event content – get them all to use #experiencekatanning	
	<b>Focus on our digital footprint</b>	4.14 Create a road time guide to showcase Katanning's proximity to attractions and other regional tourism destinations.	The Shire
		4.16 Update itineraries, information, images and visual content on Great Southern Treasures and Australia's South West website.	The Shire GST
		4.17 Create a database to update/notify of events and new products (e.g. KRBA, community groups, local media, Trip Advisor, Tourism WA, ASW, GST, Trails WA, and aggregator sites such as Urban List, Broadsheet, So Perth etc)	The Shire
<b>Focus on our digital footprint</b>	4.28 Encourage user generated content by simplifying use to a Katanning location tag and #experiencekatanning across all Instagram posts.	The Shire	
	4.32 Register content in ATDW once creative assets are produced.	The Shire GST	

## APPENDIX 2: ACRONYMS

<b>ASW</b>	Australia's South West (Regional Tourism Organisation)
<b>ATDW</b>	Australian Tourism Data Warehouse
<b>DBCA</b>	Department of Biodiversity, Conservation and Attractions
<b>GSCORE</b>	Great Southern Centre for Outdoor Recreation Excellence
<b>GSDC</b>	Great Southern Development Commission
<b>GST</b>	Great Southern Treasures (Local Tourism Organisation)
<b>KRBA</b>	Katanning Regional Business Association
<b>LGA</b>	Local Government Authority
<b>LTO</b>	Local Tourism Organisation
<b>RTO</b>	Regional Tourism Organisation
<b>STO</b>	State Tourism Organisation
<b>WAITOC</b>	Western Australian Indigenous Tourism Operators Council







**Drought Communities Programme – Extension**

**Eligible Councils**

\*Indicates an LGA with a population of less than 1,000 and funding of up to \$500,000. Funding for all other LGAs is up to \$1 million.

Eligible Council announcement date	August, October 2018	March 2019	2019 election campaign	September 2019	November 2019	January 2020
Project completion date	30/06/19	31/12/19	30/06/20	30/06/20	31/12/20	30/06/21
<b>New South Wales</b>						
Armidale Regional	X				X	
Balranald			X		X	
Bathurst Regional		X			X	
Bega Valley	X				X	
Berrigan			X		X	
Bland	X				X	
Blayney	X				X	
Bogan	X				X	
Bourke	X				X	
Brewarrina	X				X	
Broken Hill	X				X	
Cabonne	X				X	
Carrathool	X				X	
Central Darling	X				X	
Clarence Valley						X
Cobar	X				X	
Coolamon			X		X	
Coonamble	X				X	
Cootamundra-Gundagai						X
Cowra		X			X	
Dubbo Regional	X				X	
Edward River		X			X	
Federation			X		X	
Forbes	X				X	
Gilgandra	X				X	

Eligible Council announcement date	August, October 2018	March 2019	2019 election campaign	September 2019	November 2019	January 2020
Project completion date	30/06/19	31/12/19	30/06/20	30/06/20	31/12/20	30/06/21
Glen Innes Severn Shire	X				X	
Greater Hume					X	
Gunnedah	X				X	
Gwydir	X				X	
Hay			X		X	
Hilltops					X	
Inverell	X				X	
Junee						X
Kempsey						X
Kyogle				X	X	
Lachlan	X				X	
Leeton		X			X	
Lismore						X
Lithgow		X			X	
Lockhart					X	
Liverpool Plains	X				X	
Mid-Western Regional	X				X	
Moree Plains	X				X	
Murray River				X	X	
Murrumbidgee		X			X	
Muswellbrook	X				X	
Narrabri	X				X	
Narrandera	X				X	
Narromine	X				X	
Oberon	X				X	
Parkes	X				X	
Richmond Valley						X
Snowy Monaro						X
Tamworth Regional	X				X	
Temora				X	X	
Tenterfield	X				X	
Unincorporated Far West	X				X	
Upper Hunter	X				X	
Upper Lachlan					X	
Uralla	X				X	
Walcha	X				X	
Walgett	X				X	
Warren	X				X	

<b>Eligible Council announcement date</b>	August, October 2018	March 2019	2019 election campaign	September 2019	November 2019	January 2020
<b>Project completion date</b>	30/06/19	31/12/19	30/06/20	30/06/20	31/12/20	30/06/21
Warrumbungle	X				X	
Weddin		X			X	
Wentworth	X				X	
<b>Northern Territory</b>						
Barkly						X
Central Desert						X
<b>Queensland</b>						
Balonne	X				X	
Banana				X	X	
Barcaldine	X				X	
Barcoo	X				X	
Blackall Tambo	X				X	
Boulia	X				X	
Bulloo	X				X	
Bundaberg						X
Diamantina	X				X	
Flinders	X				X	
Goondiwindi	X				X	
Lockyer Valley	X				X	
Longreach	X				X	
Maranoa	X				X	
McKinlay	X				X	
Murweh	X				X	
North Burnett				X	X	
Paroo	X				X	
Quilpie	X				X	
Richmond	X				X	
Scenic Rim						X
Somerset	X				X	
South Burnett	X				X	
Southern Downs	X				X	
Toowoomba	X				X	
Western Downs				X	X	
Winton	X				X	

Eligible Council announcement date	August, October 2018	March 2019	2019 election campaign	September 2019	November 2019	January 2020
Project completion date	30/06/19	31/12/19	30/06/20	30/06/20	31/12/20	30/06/21
<b>South Australia</b>						
Adelaide Plains			X		X	
Alexandrina			X		X	
Barossa						X
Barunga West	X				X	
Berri Barmera		X			X	
Ceduna	X				X	
Clare and Gilbert Valleys	X				X	
Cleve	X				X	
Copper Coast			X		X	
Flinders Ranges		X			X	
Franklin Harbour	X				X	
Goyder	X				X	
Kangaroo Island					X	
Karoonda East Murray	X				X	
Kimba	X				X	
Light*		X			X	
Loxton Waikerie	X				X	
Mid Murray	X				X	
Mount Remarkable	X				X	
Murray Bridge		X			X	
Northern Areas	X				X	
Orroroo/Carrieton	X				X	
Peterborough		X			X	
Port Pirie City and District			X		X	
Renmark Paringa			X		X	
Southern Mallee	X				X	
Streaky Bay	X				X	
Tatiara					X	
The Coorong				X	X	
Unincorporated Far North SA			X		X	
Wakefield	X				X	
Wudinna	X				X	
Yorke Peninsula				X	X	

<b>Eligible Council announcement date</b>	August, October 2018	March 2019	2019 election campaign	September 2019	November 2019	January 2020
<b>Project completion date</b>	30/06/19	31/12/19	30/06/20	30/06/20	31/12/20	30/06/21
<b>Tasmania</b>						
Break O Day		X			X	
Devonport						X
Glamorgan Spring Bay		X			X	
<b>Victoria</b>						
Benalla						X
Buloke		X			X	
East Gippsland	X				X	
Gannawarra				X	X	
Greater Shepparton						X
Latrobe			X		X	
Mildura			X		X	
Moira						X
Pyrenees				X	X	
Strathbogie				X	X	
Swan Hill				X	X	
Wangaratta						X
Wellington	X				X	
Yarriambiack			X		X	
<b>Western Australia</b>						
Albany						X
Beverley						X
Bridgetown-Greenbushes						X
Brookton*						X
Broomhill-Tambellup						X
Bruce Rock*						X
Busselton						X
Carnamah*						X
Coorow						X
Corrigin						X
Cranbrook						X
Dandaragan						X
Denmark						X
Donnybrook-Balingup						X
Dumbleyung*						X

<b>Eligible Council announcement date</b>	August, October 2018	March 2019	2019 election campaign	September 2019	November 2019	January 2020
<b>Project completion date</b>	30/06/19	31/12/19	30/06/20	30/06/20	31/12/20	30/06/21
Esperance						X
Gnowangerup						X
Irwin						X
Jerramungup						X
Katanning						X
Kellerberrin						X
Kent*						X
Kojonup						X
Kulin*						X
Lake Grace						X
Mingenew*						X
Moora						X
Nannup						X
Narembeen*						X
Pingelly						X
Plantagenet						X
Quairading						X
Ravensthorpe						X
Three Springs*						X
Wickepin*						X