Shire of Katanning

Heart of the Great Southern

List of Accounts Paid

October 2025

Schedule of Accounts Paid - October 2025

EFT Payments	Date	Name	Description	Amount	Total
EFT40412	**03/10/2025**	**BGL Solutions**			**-$ 14,545.50**
INV-0007599	25/09/2025		Quartermaine Oval - Topdressing & Vertidrain	$ 5,874.00	
INV-0007624	30/09/2025		AAPG & Lions Park - Grounds Maintenance	$ 8,671.50	
EFT40413	**03/10/2025**	**Liberty Oil Australia**			**-$ 16,891.00**
FI323001653	30/09/2025		Depot Stock - Diesel	$ 16,891.00	
EFT40414	**03/10/2025**	**Canon Australia**			**-$ 224.80**
8125507424	17/09/2025		Library Copier Charges: 18 Aug - 17 Sep 2025	$ 224.80	
EFT40415	**03/10/2025**	**WA Contract Ranger Services**			**-$ 9,300.50**
00006586	27/09/2025		Ranger Services: 08/09/2025 - 28/09/2025	$ 9,300.50	
EFT40416	**03/10/2025**	**Katanning Cleaning**			**-$ 14,476.00**
4 (2025-2026)	30/09/2025		Cleaning Contract 2025/26 - September 2025	$ 14,476.00	
EFT40417	**03/10/2025**	**Strategic Leadership Consulting**			**-$ 5,368.00**
162	23/09/2025		Consultants - CEO Performance Review 2025	$ 5,368.00	
EFT40418	**03/10/2025**	**Integrated ICT**			**-$ 8,355.27**
39690	26/09/2025		Software Subscriptions - Microsoft 365 Licences	$ 2,487.98	
39536	26/09/2025		Managed Services Agreement - September 2025	$ 4,834.50	
39691	26/09/2025		Software Subscriptions - Server Warranty Extension	$ 290.40	
39771	30/09/2025		Software Subscriptions - M365 Backup	$ 340.63	
39778	30/09/2025		Software Subscriptions - Cloud Backup	$ 401.76	
EFT40419	**03/10/2025**	**Katanning Stock & Trading**			**-$ 170.70**
7/94	10/09/2025		Building Maintenance - Mulitple Locations	$ 170.70	

Schedule of Accounts Paid - October 2025

EFT40420	**03/10/2025 Ready Tech**				**-$**	**277.20**
INITV042635	17/09/2025	IT Support - SynergySoft Tax Patch Update	$	277.20		
EFT40421	**03/10/2025 John Christian Goodheart**				**-$**	**597.80**
20250930	30/09/2025	Reimbursement - Travel Expenses	$	597.80		
EFT40422	**03/10/2025 Shire of Broomehill Tambellup**				**-$**	**715.62**
6173	16/09/2025	Staff Training - Emergency Management Foundations	$	715.62		
EFT40423	**03/10/2025 Australian Taxation Office**				**-$**	**34,113.00**
20250925	25/09/2025	PAYG - Week Ending: 24/09/2025	$	34,113.00		
EFT40424	**03/10/2025 AMPAC Debt Recovery**				**-$**	**187.00**
122650	12/09/2025	Debt Recovery - Rates	$	187.00		
EFT40425	**03/10/2025 Kowalds News & Glasshouse**				**-$**	**157.70**
SN00 0039 3009 2025	30/09/2025	Admin Daily Newspapers - September 2025	$	157.70		
EFT40426	**03/10/2025 Water Corporation**				**-$**	**3,255.62**
90 07673 96 2	25/09/2025	Water Usage - Cullen Street Standpipe	$	1,542.14		
90 24453 28 3	01/10/2025	Water Service Charges - 4/8 Kaatanup Loop	$	274.63		
90 24453 29 1	01/10/2025	Water Service Charges - 2/8 Kaatanup Loop	$	274.63		
90 24464 55 6	01/10/2025	Water Service Charges - 2/5 Kaatanup Loop	$	274.63		
90 24464 56 4	01/10/2025	Water Usage - 3/5 Kaatanup Loop	$	338.24		
90 24441 53 0	01/10/2025	Water Service Charges - 19 Kaatanup Loop	$	274.63		
90 24453 27 5	01/10/2025	Water Service Charges - 3/8 Kaatanup Loop	$	276.72		
EFT40427	**03/10/2025 Clever Patch**				**-$**	**457.38**
597583	17/09/2025	Library Materials - Craft Supplies	$	457.38		

Schedule of Accounts Paid - October 2025

EFT40428	**03/10/2025 Allpest WA**				**-$**	**5,285.41**
1348966	14/09/2025	Annual Pest Treatment - Multiple Shire Sites	$	5,285.41		
EFT40429	**03/10/2025 Office Works Business Direct**				**-$**	**145.26**
623908638	16/09/2025	Library - Stationery Order	$	145.26		
EFT40430	**03/10/2025 Department of Local Government, Industry Regulation and Safety**				**-$**	**168.10**
BSLSEP2025	01/09/2025	Building Services Levy - September 2025	$	168.10		
EFT40431	**03/10/2025 Collie Pets & Vets**				**-$**	**140.00**
142007CPV	05/09/2025	Animal Control - Dog Disposal	$	140.00		
EFT40432	**10/10/2025 Local Government Professionals WA**				**-$**	**470.00**
47005	03/10/2025	Staff Training - Time Management Workshop	$	470.00		
EFT40433	**10/10/2025 Paull & Warner Resources**				**-$**	**330.00**
S177852	23/09/2025	Admin Fire Detection & Alarm Monitoring - September 2025	$	330.00		
EFT40434	**10/10/2025 Let's Talk Flowers**				**-$**	**132.00**
INV-0465	06/10/2025	War Memorial - Wreath	$	132.00		
EFT40435	**10/10/2025 Westbooks**				**-$**	**108.72**
351714	02/10/2025	Library Stock - Books	$	84.31		
351723	02/10/2025	Library Stock - Books	$	24.41		
EFT40436	**10/10/2025 Team Global Express Pty Ltd**				**-$**	**33.11**
0699-S408620	21/09/2025	Team Global Express Freight Charges	$	33.11		
EFT40437	**10/10/2025 Belinda Knight**				**-$**	**4,620.00**
BK242	30/09/2025	Contracting Service - Financial Services	$	4,620.00		
EFT40438	**10/10/2025 150Square Pty Ltd**				**-$**	**1,430.00**
INV-0445	04/10/2025	Regional Council Expense - VROC EA Services	$	1,430.00		

Schedule of Accounts Paid - October 2025

EFT40439	**10/10/2025**	**Farmers Centre**			**-$**	**115.23**
442116	09/10/2025	KA25138 Case Farmall Tractor - Aircon Sensor	$	115.23		
EFT40440	**10/10/2025**	**Warren Blackwood Waste**			**-$**	**11,747.78**
20001	02/10/2025	Waste Collection Service - Regular Service	$	5,042.24		
20002	02/10/2025	Waste Collection Service - Recycling Service	$	5,758.50		
20038	03/10/2025	Waste Collection Service - Front Lift Bin Service	$	947.04		
EFT40441	**10/10/2025**	**T-Quip**			**-$**	**429.57**
142536 #6	23/09/2025	Toro Groundmaster 3310 Mower - New Battery	$	364.57		
142562 #6	24/09/2025	Toro Groundmaster 3310 Mower - Freight	$	65.00		
EFT40442	**10/10/2025**	**Fulton Hogan Services**			**-$**	**1,900.80**
20757458	23/09/2025	Town Road Maintenance - Asphalt for Pothole Repair	$	1,900.80		
EFT40443	**10/10/2025**	**City of Albany**			**-$**	**10,679.90**
1327	19/09/2025	Library Computer Software Subscriptions - Annual Spydus Subscription	$	10,679.90		
EFT40444	**10/10/2025**	**Australian Taxation Office**			**-$**	**34,535.00**
20251009	09/10/2025	PAYG - Week Ending: 08/10/2025	$	34,535.00		
EFT40445	**10/10/2025**	**Burgess Rawson**			**-$**	**1,456.06**
26329	08/10/2025	Water Consumption - Katanning Railway Yard	$	102.83		
26331	08/10/2025	Water Consumption - Katanning Railway Yard	$	866.42		
26333	08/10/2025	Water Consumption - Katanning Railway Yard	$	486.81		
EFT40446	**10/10/2025**	**Great Southern Toyota**			**-$**	**710.44**
JC34052292	19/09/2025	KA25652 Toyota Hilux - Scheduled 180,000Km Service	$	710.44		
EFT40447	**10/10/2025**	**Katanning Hub Community Resource Centre**			**-$**	**4,400.00**
INV-1077	02/10/2025	Tourism Services: July - September 2025	$	4,400.00		

Schedule of Accounts Paid - October 2025

EFT40448	**10/10/2025 ABC Distributors WA**				**-$**	**121.00**
173229	23/09/2025	KLC - Cleaning Order	$	121.00		
EFT40449	**10/10/2025 Modern Teaching Aids**				**-$**	**621.39**
46567591	22/09/2025	Library Materials - Craft Supplies	$	621.39		
EFT40450	**10/10/2025 Message4U Pty Ltd**				**-$**	**339.97**
INV05493287	30/09/2025	Shire Emergency SMS Service - September 2025	$	339.97		
EFT40451	**10/10/2025 Water Corporation**				**-$**	**115.98**
90 07680 64 4	01/10/2025	Water Usage - Saleyards	$	115.98		
EFT40452	**10/10/2025 Arrow Bronze**				**-$**	**489.10**
769612	24/09/2025	Cemetery - Niche Wall Plaque	$	489.10		
EFT40453	**10/10/2025 Katanning Country Club**				**-$**	**500.00**
INV-07578	04/09/2025	CEO Donation - Katanning Klassic Bowls Carnival 2025	$	500.00		
EFT40454	**10/10/2025 Kojonup BMC Embroidery**				**-$**	**3,681.50**
11327	11/09/2025	Works & Saleyard Staff Uniforms - 50% Balance	$	3,252.00		
11337	15/09/2025	Staff Uniform Order - September 2025	$	429.50		
EFT40455	**10/10/2025 Airport Lighting Specialists Pty Ltd**				**-$**	**2,984.30**
IN27905	23/09/2025	Airport Grounds Maintenance - Lighting	$	2,984.30		
EFT40456	**10/10/2025 Telair Pty Ltd**				**-$**	**427.90**
TA20748-075	30/09/2025	Administration Internet Expenses - October 2025	$	427.90		
EFT40457	**10/10/2025 Remote Site Mechanical**				**-$**	**5,007.75**
INV-0399	03/10/2025	Contract Mechanic Service: 25/09/2025 - 03/10/2025	$	5,007.75		
EFT40458	**10/10/2025 Medelect Biomedical Services**				**-$**	**792.00**
13977	24/09/2025	Katanning Aquatic Centre - Service Medical Gas Equipment	$	792.00		

Schedule of Accounts Paid - October 2025

EFT40459	**10/10/2025 Hi-Way Sales & Service**				**-$**	**28.00**
272764	17/07/2025	Road Sweeper - Bearings	$	28.00		
EFT40460	**10/10/2025 ARM Security**				**-$**	**243.35**
CINS3191852	19/09/2025	Alarm Monitoring: 01/10/2025 - 31/12/2025	$	243.35		
EFT40461	**10/10/2025 Paywise Pty Ltd**				**-$**	**854.29**
490335	08/10/2025	Vehicle Lease - KA48	$	854.29		
EFT40462	**10/10/2025 Supagas Pty Limited**				**-$**	**323.99**
C643329-9-2025	30/09/2025	Saleyard Materials - Bulk Gas	$	323.99		
EFT40463	**10/10/2025 DNS Computing**				**-$**	**260.00**
3300	08/10/2025	CCTV Maintenance - Attend & Resolve CCTV Issues	$	260.00		
EFT40464	**10/10/2025 Fleet Fitness**				**-$**	**803.00**
SRF17313	25/09/2025	KLC Gym Service - Biannual Service	$	803.00		
EFT40465	**10/10/2025 South Regional TAFE**				**-$**	**4,650.00**
I0034278	23/09/2025	Staff Training - Work Health & Safety Course	$	4,650.00		
EFT40466	**10/10/2025 Paul Clifton**				**-$**	**39.20**
20251007	07/10/2025	Reimbursement - Travel Expenses	$	39.20		
EFT40467	**16/10/2025 Regional Retailers**				**-$**	**216.95**
20251001	01/10/2025	Uniforms & PPE - Safety Boots	$	216.95		
EFT40468	**16/10/2025 Metos ANZ Pty Ltd**				**-$**	**423.50**
SI-00000029	09/10/2025	Fire Prevention - Weather Meter Annual Fee	$	423.50		
EFT40469	**16/10/2025 Canon Australia**				**-$**	**43.62**
8125532719	29/09/2025	Admin Photocopier Charges - UniFlow Online Print & Scan	$	43.62		

Schedule of Accounts Paid - October 2025

EFT40470	**16/10/2025**	**ABA Security & Electrical**			**-$**	**1,885.77**
48142	30/09/2025		Library Security Expenses - Investigate Duress Button Fault	$ 1,885.77		
EFT40471	**16/10/2025**	**Team Global Express Pty Ltd**			**-$**	**41.69**
0700-S408620	28/09/2025		Team Global Express Freight Charges	$ 41.69		
EFT40472	**16/10/2025**	**Corry Rene Why**			**-$**	**92.10**
20251015	15/10/2025		Reimbursement - Gallery Exhibit Refreshments	$ 92.10		
EFT40473	**16/10/2025**	**Australia Burmese Christian Fellowship**			**-$**	**200.00**
20251013	13/10/2025		Reimbursement - Refund of Bonds	$ 200.00		
EFT40474	**16/10/2025**	**Village Solutions Australia**			**-$**	**401.00**
INV-0104	01/10/2025		Amherst Management - Vacant Unit Levy	$ 401.00		
EFT40475	**16/10/2025**	**Katanning Stock & Trading**			**-$**	**91.45**
7/95	01/10/2025		Town Hall - Gutter Maintenance	$ 91.45		
EFT40476	**16/10/2025**	**Warren Blackwood Waste**			**-$**	**5,042.24**
20045	11/10/2025		Waste Collection Service - Regular Service	$ 5,042.24		
EFT40477	**16/10/2025**	**QFH Multiparts**			**-$**	**1,642.30**
913382668	30/09/2025		New Katanning BFB Shed - Water Tank	$ 1,642.30		
EFT40478	**16/10/2025**	**WALGA**			**-$**	**2,431.00**
SI-015884	25/09/2025		Staff Training - Local Government Act 1995 - Advanced	$ 2,046.00		
SI-015898	25/09/2025		Staff Training - Preparation Program to Induct Newly Elected Members	$ 385.00		
EFT40479	**16/10/2025**	**Great Southern Fuel Supplies**			**-$**	**2,769.80**
SEP2025	30/09/2025		Fuel Card Purchases - September 2025	$ 2,769.80		
EFT40480	**16/10/2025**	**Burgess Rawson**			**-$**	**355.62**
26343	13/10/2025		Water Consumption - Katanning Railway Yard	$ 355.62		

Schedule of Accounts Paid - October 2025

EFT40481	**16/10/2025**	**Southern Rural Fabrication**			**-$**	**3,290.75**
INV-3400	09/10/2025	1ELP868 Fire Truck - Hose Upgrade	$	3,290.75		
EFT40482	**16/10/2025**	**Katanning H Hardware**			**-$**	**11,344.17**
103002453	08/09/2025	Quartermaine Oval Dams - Rope	$	850.50		
105004520	16/09/2025	Cemetery Upgrade - Flagstone Granite Tundra Pavers	$	9,591.30		
108001140	16/09/2025	Yanmar Excavator - Glue	$	27.95		
102059108	18/09/2025	Building Maintenance - Admin Building	$	54.85		
108001149	18/09/2025	Depot Protective Equipment - Ear Muffs	$	269.80		
106053093	18/09/2025	Road Maintenance - Battery for Laser Level	$	34.32		
107000668	22/09/2025	Signage Maintenance - Traffic/Street Signs	$	20.55		
105004550	23/09/2025	Saleyard Protective Equipment - Safety Boots	$	494.90		
EFT40483	**16/10/2025**	**WA Traffic Planning**			**-$**	**495.00**
2320	13/10/2025	Town Road Maintenance - Traffic Management Plan	$	495.00		
EFT40484	**16/10/2025**	**Allpest WA**			**-$**	**482.79**
1363006	01/10/2025	Annual Pest Treatment - Remaining Works	$	482.79		
EFT40485	**16/10/2025**	**LGISWA**			**-$**	**359,353.59**
100-161823-02	01/10/2025	Shire Plant & Property Insurance Membership 2025/26	$	359,353.59		
EFT40486	**16/10/2025**	**Watson's Liquid Waste**			**-$**	**280.00**
3637	13/10/2025	RV Dump Point Maintenance - Empty Dump Point	$	280.00		
EFT40487	**16/10/2025**	**Albany V-Belt & Rubber**			**-$**	**688.72**
IN422215	23/09/2025	Plant Stores - Consumables	$	688.72		
EFT40488	**16/10/2025**	**National Livestock Reporting Service**			**-$**	**990.00**
90061009	30/09/2025	Saleyards Livestock Market Report - September 2025	$	990.00		

Schedule of Accounts Paid - October 2025

EFT40489	**16/10/2025**	**SOS Office Equipment**			**-$**	**119.61**
SOS680556	30/09/2025		KLC Copier Charges - September 2025	$ 119.61		
EFT40490	**16/10/2025**	**BOC Limited**			**-$**	**92.25**
4040207174	28/09/2025		Container Service: 29/08/2025 - 27/09/2025	$ 92.25		
EFT40491	**16/10/2025**	**Tyrepower Katanning**			**-$**	**1,806.00**
166669	08/09/2025		KA25381 CASE Wheel Loader - Tyre Repair	$ 156.00		
166802	19/09/2025		KA25652 Toyota Hilux - Tyre Replacement	$ 1,650.00		
EFT40492	**16/10/2025**	**Kojonup BMC Embroidery**			**-$**	**398.00**
11374	08/10/2025		Uniforms & PPE - New Staff Uniforms	$ 398.00		
EFT40493	**16/10/2025**	**McLeods Lawyers Pty Ltd**			**-$**	**1,467.40**
147647	30/09/2025		Legal Advice - Ausgold Lease Agreement	$ 1,467.40		
EFT40494	**16/10/2025**	**Winc Australia**			**-$**	**1,208.70**
9048717403	10/09/2025		KLC Stationery Order - September 2025	$ 131.05		
9048721299	10/09/2025		KLC Cleaning Order - September 2025	$ 420.46		
9048724563	11/09/2025		KLC Maintenance - Cleaning Products	$ 69.94		
9048780902	18/09/2025		Stationery Order - Admin	$ 587.25		
EFT40495	**16/10/2025**	**Katanning Districts Carpet Care**			**-$**	**385.00**
52	18/08/2025		KLC Maintenance - Carpet Cleaning	$ 385.00		
EFT40496	**16/10/2025**	**MCG Architects**			**-$**	**6,930.00**
3254	06/10/2025		KLC Gym Upgrade - Schematic Design	$ 6,930.00		
EFT40497	**16/10/2025**	**Aurora Environmental (Perth) Pty Ltd & Others**			**-$**	**7,618.79**
09040	26/09/2025		Old Saleyard - Site Investigation	$ 7,618.79		

Schedule of Accounts Paid - October 2025

EFT40498	**16/10/2025 The Literature Centre Inc**				**-$**	**855.00**
86468	24/09/2025	Children's Book Week - Author Visit to KPS & BPS	$	855.00		
EFT40499	**21/10/2025 Kathleen Ada Crosby & Albert Leslie Crosby**				**-$**	**79,800.00**
20250916	16/09/2025	Unit 12 Amherst Village - Refundable Capital Deposit 60%	$	79,800.00		
EFT40500	**24/10/2025 Gypsy Kitchen Co**				**-$**	**1,050.00**
INV-0155	16/10/2025	Catering - Council Forum	$	500.00		
INV-0156	16/10/2025	Catering - Local Planning Scheme Meeting	$	550.00		
EFT40501	**24/10/2025 Dormakaba Australia**				**-$**	**825.00**
35WA1393214	22/10/2025	Admin Building - Auto Door Maintenance	$	660.00		
35WA1393217	22/10/2025	Katanning Aquatic Centre - Auto Door Maintenance	$	165.00		
EFT40502	**24/10/2025 BGL Solutions**				**-$**	**32,916.24**
INV-0007656	15/10/2025	Fertiliser - Quartermaine & Hockey Ovels, Prosser Park & Town Gardens	$	31,438.00		
INV-0007680	23/10/2025	AAPG Maintenance - Irrigation	$	1,478.24		
EFT40503	**24/10/2025 Canon Australia**				**-$**	**627.92**
8125542850	04/10/2025	Admin Photocopier Charges: 05 Sep - 04 Oct 2025	$	480.24		
8125546663	07/10/2025	Admin Photocopier Charges: 08 Sep - 07 Oct 2025	$	147.68		
EFT40504	**24/10/2025 WA Contract Ranger Services**				**-$**	**4,127.75**
00006635	20/10/2025	Ranger Services: 06/10/2025 - 19/10/2025	$	4,127.75		
EFT40505	**24/10/2025 150Square Pty Ltd**				**-$**	**8,140.00**
INV-0447	14/10/2025	Consultants - Production of Workforce Plan	$	8,140.00		
EFT40506	**24/10/2025 Katanning Stock & Trading**				**-$**	**1,626.00**
7/97	13/10/2025	KLC Toilet Maintenance - Cistern Replacements	$	1,626.00		

Schedule of Accounts Paid - October 2025

EFT40507	**24/10/2025 T-Quip**				**-$**	**1,481.32**
142824 #32	02/10/2025	KLC Towed Mower - Parts	$	945.40		
142918 #32	06/10/2025	KLC Towed Mower - Parts	$	535.92		
EFT40508	**24/10/2025 Katanning Glazing & Security**				**-$**	**357.50**
INV-3006	19/10/2025	Town Hall Maintenance - Reglaze Window Panel	$	357.50		
EFT40509	**24/10/2025 Watkins Plumbing**				**-$**	**210.05**
3150	06/10/2025	Water Meter Repair - Garden Crew Damage Cove Street	$	210.05		
EFT40510	**24/10/2025 QFH Multiparts**				**-$**	**240.42**
913402573	03/10/2025	1HBQ606 Caterpillar Skid Steer Loader - Parts	$	170.02		
913415616	07/10/2025	John Deere 670G Motor Grader - Fuel Hose	$	70.40		
EFT40511	**24/10/2025 WALGA**				**-$**	**8,544.80**
SI-015673	08/09/2025	Great Southern Country Zone - Annual Subscription Membership 2025/26	$	550.00		
LGC25-459	26/09/2025	WALGA Convention 2025	$	7,994.80		
EFT40512	**24/10/2025 Australian Taxation Office**				**-$**	**35,055.00**
20251022	22/10/2025	PAYG - Week Ending: 22/10/2025	$	35,055.00		
EFT40513	**24/10/2025 Burgess Rawson**				**-$**	**72.89**
26484	17/10/2025	Water Consumption - Rail Reserve at Austral Terrace	$	72.89		
EFT40514	**24/10/2025 Autosmart WA South West & Great Southern**				**-$**	**366.14**
02405536	08/10/2025	Expendable Plant Stores - Assorted Consumables	$	366.14		
EFT40515	**24/10/2025 Water Corporation**				**-$**	**387.61**
90 07809 50 8	15/10/2025	Water Usage - Langaweira Road Standpipe	$	5.31		
90 07809 30 5	15/10/2025	Water Usage - Katanning-Nyabing Road Standpipe	$	236.24		
90 24453 28 3	20/10/2025	Water Service Charges - 4/8 Kaatanup Loop	$	146.06		

Schedule of Accounts Paid - October 2025

EFT40516	**24/10/2025 WesTrac**				**-$**	**1,211.48**
PI 1460801	02/10/2025	1HBQ606 Caterpillar Skid Steer Loader - Parts	$	388.97		
PI 1467178	05/10/2025	1HBQ606 Caterpillar Skid Steer Loader - Filters	$	230.04		
PI 1480430	08/10/2025	1HBQ606 2020 Caterpillar Skid Steer Loader - Parts	$	279.64		
PI 1480431	08/10/2025	1HBQ606 2020 Caterpillar Skid Steer Loader - Parts	$	312.83		
EFT40517	**24/10/2025 Watson's Liquid Waste**				**-$**	**1,456.00**
3584	06/08/2025	RV Dump Point Maintenance - Pump Out & Unblock	$	616.00		
3613	11/09/2025	Saleyard Effluent Maintenance - Pump Out Grease Traps	$	380.00		
3644	15/10/2025	Lake Ewlyamartup Toilets - Pump Out Enviro Toilets	$	460.00		
EFT40518	**24/10/2025 Australia Post**				**-$**	**1,250.76**
1014285670	03/10/2025	Admin Daily Postage - September 2025	$	1,250.76		
EFT40519	**24/10/2025 Dhu South Electrical**				**-$**	**7,536.10**
6306	21/10/2025	Recreation Centre - Sprig Bar Coolroom Repair	$	7,536.10		
EFT40520	**24/10/2025 Community Resources Limited**				**-$**	**6,342.80**
INV97807	30/09/2025	Refuse Site - Mattress Collection	$	6,342.80		
EFT40521	**24/10/2025 PFD Food Services**				**-$**	**55.85**
LR797173	08/10/2025	Kiosk Stock Order	$	55.85		
EFT40522	**24/10/2025 Conway Highbury Pty Ltd**				**-$**	**2,277.00**
953	08/10/2025	Consultants - Local Law Review	$	2,277.00		
EFT40523	**24/10/2025 Best Office Systems**				**-$**	**49.50**
652069	24/10/2025	Depot Photocopier Charges: 20/09/2025 - 20/10/2025	$	49.50		
EFT40524	**24/10/2025 Crommelins Machinery**				**-$**	**1,059.30**
CRM-SIN-045395	03/10/2025	Sundry Plant Items - Assorted Parts & Consumables	$	1,059.30		

Schedule of Accounts Paid - October 2025

EFT40525	**24/10/2025 Victory Tech**				**-$**	**848.10**
INV-1035	17/10/2025	IT Support - Telephone Services & System Support	$	848.10		
EFT40526	**24/10/2025 Paywise Pty Ltd**				**-$**	**854.29**
4945587	22/10/2025	Vehicle Lease - KA48	$	854.29		
EFT40527	**24/10/2025 Buildon Construction**				**-$**	**635,616.06**
INV-0039	15/10/2025	Katanning Early Childhood Hub - Construction	$	635,616.06		
EFT40528	**24/10/2025 Grande Food Service**				**-$**	**317.47**
4256279	15/10/2025	Kiosk Stock Order	$	317.47		
EFT40529	**24/10/2025 SEEK Limited**				**-$**	**654.50**
701478980	09/10/2025	Advertisement - Staff Vacancy	$	654.50		
EFT40530	**24/10/2025 Station Motors Group Katanning**				**-$**	**234.72**
36866	02/10/2025	KA126 Holden Colorado - Filter Kit	$	234.72		
EFT40531	**24/10/2025 Paul Clifton**				**-$**	**77.42**
20251022	22/10/2025	Reimbursement - Travel Expenses	$	77.42		
EFT40532	**31/10/2025 Garden Retic Service**				**-$**	**550.00**
49	10/10/2025	RSL Park - Verti Mowing	$	550.00		
EFT40533	**31/10/2025 Westbooks**				**-$**	**59.81**
352164	22/10/2025	Library Stock - Books	$	59.81		
EFT40534	**31/10/2025 Team Global Express Pty Ltd**				**-$**	**190.61**
0701-S408620	12/10/2025	Team Global Express Freight Charges	$	190.61		
EFT40535	**31/10/2025 Corry Rene Why**				**-$**	**64.33**
20251029	29/10/2025	Reimbursement - Expenses whilst attending training	$	64.33		

Schedule of Accounts Paid - October 2025

EFT40536	**31/10/2025 Katanning Stock & Trading**				**-$**	**65.00**
7/100	29/10/2025	Admin Postage - New Containers for Laundry Postage	$	65.00		
EFT40537	**31/10/2025 Warren Blackwood Waste**				**-$**	**10,800.74**
20046	19/10/2025	Waste Collection Service - Recycling Service	$	5,758.50		
20047	24/10/2025	Waste Collection Service - Regular Service	$	5,042.24		
EFT40538	**31/10/2025 McIntosh & Sons**				**-$**	**1,124.95**
P11/6774	15/10/2025	KA25381 CASE 2020 Wheel Loader - Service Kit	$	1,124.95		
EFT40539	**31/10/2025 WALGA**				**-$**	**1,964.60**
552	14/10/2025	WALGA Convention 2025	$	1,964.60		
EFT40540	**31/10/2025 Katanning Betta Home Living**				**-$**	**179.00**
35810063455	15/10/2025	ICT Hardware - New Mobile Phone	$	179.00		
EFT40541	**31/10/2025 Great Southern Fuel Supplies**				**-$**	**301.76**
17011015	27/10/2025	Caterpillar 816K Landfill Compactor - Hydraulic Oil	$	301.76		
EFT40542	**31/10/2025 Slavin Architects**				**-$**	**16,794.80**
INV-1544	17/10/2025	Katanning Early Childhood Hub - Project Management	$	16,794.80		
EFT40543	**31/10/2025 Coca-Cola Amatil**				**-$**	**818.93**
0237839572	23/10/2025	Kiosk Stock Order	$	818.93		
EFT40544	**31/10/2025 MoHana Catering**				**-$**	**650.00**
00000313	20/10/2025	Catering - Special Council Meeting	$	150.00		
00000314	21/10/2025	Catering - Council Dinner	$	500.00		
EFT40545	**31/10/2025 Australia's South West**				**-$**	**22,000.00**
12675	09/07/2025	Great Southern Treasures Partnership as per MOU 2023-2026	$	22,000.00		

Schedule of Accounts Paid - October 2025

EFT40546	**31/10/2025**	**Frontline Fire & Rescue Equipment**			**-$**	**363.00**
87872	13/10/2025		BFB Uniforms & PPE - Smoke Masks	$ 363.00		
EFT40547	**31/10/2025**	**Water Corporation**			**-$**	**2,477.64**
90 07810 13 8	21/10/2025		Water Usage - Trimmer Road Standpipe	$ 1,823.79		
90 07810 67 2	22/10/2025		Water Usage - Great Southern Highway Standpipe	$ 653.85		
EFT40548	**31/10/2025**	**Graham's Small Motor Centre**			**-$**	**18.00**
E33	09/09/2025		Plant Equipment - Compactor Throttle Cable Kit	$ 18.00		
EFT40549	**31/10/2025**	**AD Contractors**			**-$**	**1,977.80**
00252934	09/10/2025		Town & Rural Road Maintenance - Emulsion	$ 1,977.80		
EFT40550	**31/10/2025**	**Wy Wurry Electrical**			**-$**	**546.50**
INV-07164	28/10/2025		Airport Grounds Maintenance - Install Flood Lights	$ 546.50		
EFT40551	**31/10/2025**	**Dongolocking Plumbing & Gas**			**-$**	**726.00**
00003725	21/10/2025		Admin Building Plumbing - Emergency Works to Clear Blockage	$ 726.00		
EFT40552	**31/10/2025**	**PFD Food Services**			**-$**	**592.20**
LR872636	15/10/2025		Kiosk Stock Order	$ 117.35		
LR872637	15/10/2025		Kiosk Stock Order	$ 474.85		
EFT40553	**31/10/2025**	**Office Works Business Direct**			**-$**	**316.06**
624394550	14/10/2025		Library - Stationery Order	$ 316.06		
EFT40554	**31/10/2025**	**Powervac Pty Ltd**			**-$**	**435.00**
596330	10/09/2025		Nilfisk SR1601 Diesel Sweeper - Hopper Door Hydraulic Cylinder	$ 435.00		
EFT40555	**31/10/2025**	**Ray Ford Signs**			**-$**	**3,599.42**
INV-1057	22/10/2025		Council Chamber Maintenance - Councillor Name Plaques	$ 39.60		
INV-1070	29/10/2025		Traffic/Street Signs - Traffic Cones & Swinging Signs	$ 3,559.82		

Schedule of Accounts Paid - October 2025

EFT40556	**31/10/2025 Moore Australia Audit (WA)**				**-$**	**2,200.00**
444853	24/10/2025	Audit Services - DPIRD Katanning ECH Grant Annual Report	$	2,200.00		
EFT40557	**31/10/2025 Remote Site Mechanical**				**-$**	**3,630.00**
INV-0402	24/10/2025	Contract Mechanic Service: 06/10/2025 - 24/10/2025	$	3,630.00		
EFT40558	**31/10/2025 Village Solutions Australia**				**-$**	**1,680.80**
INV-3907	29/10/2025	Advertisement - Amherst Village Vacancies	$	840.40		
INV-3908	29/10/2025	Advertisement - Amherst Village Vacancies	$	840.40		
EFT40559	**31/10/2025 Paywise Pty Ltd**				**-$**	**2,465.26**
489575	08/10/2025	Vehicle Lease - 1ITH697	$	1,232.63		
493874	22/10/2025	Vehicle Lease - 1ITH697	$	1,232.63		
EFT40560	**31/10/2025 DNS Computing**				**-$**	**130.00**
3308	29/10/2025	CCTV Maintenance - Reset Cameras	$	130.00		
EFT40561	**31/10/2025 Grande Food Service**				**-$**	**223.75**
4256612	22/10/2025	Kiosk Stock Order	$	24.15		
4256613	22/10/2025	Kiosk Stock Order	$	199.60		
EFT40562	**31/10/2025 SEEK Limited**				**-$**	**1,067.00**
701486747	14/10/2025	Advertisement - Staff Vacancies	$	1,067.00		
EFT40563	**31/10/2025 South Regional TAFE**				**-$**	**57.80**
I0034568	15/10/2025	Staff Training - Backpack/Boomspray Course	$	57.80		
		Total	**$**	**1,537,396.75**	**-$**	**1,537,396.75**

Schedule of Accounts Paid - October 2025

Cheque Payments	Date	Name	Description	Amount	Total
42521	**03/10/2025**	**Shire of Katanning**			**-$ 198.00**
DEDUCTION	24/09/2025		Payroll Deductions - Social Club: 24/09/2025	$ 48.00	
DEDUCTION	24/09/2025		Payroll Deductions - Lottery: 24/09/2025	$ 150.00	
42522	**10/10/2025**	**Shire of Katanning**			**-$ 198.00**
DEDUCTION	08/10/2025		Payroll Deductions - Social Club: 08/10/2025	$ 48.00	
DEDUCTION	08/10/2025		Payroll Deductions - Lottery: 08/10/2025	$ 150.00	
42523	**24/10/2025**	**Shire of Katanning**			**-$ 648.50**
20251022	22/10/2025		Petty Cash Purchases: September - October 2025	$ 450.50	
DEDUCTION	22/10/2025		Payroll Deductions - Social Club: 22/10/2025	$ 48.00	
DEDUCTION	22/10/2025		Payroll Deductions - Lottery: 22/10/2025	$ 150.00	
42524	**31/10/2025**	**Department of Transport**			**-$ 374.00**
01KA	28/10/2025		Shire Vehicle Renewal - 01KA Isuzu D-Max	$ 374.00	
			Total	**$ 1,418.50**	**-$ 1,418.50**

Payroll Payments	Date	Name	Description	Amount	Total
Pay	**09/10/2025**	**Payroll**			**-$ 130,419.52**
	09/10/2025		Pay 8	$ 130,419.52	
Pay	**23/10/2025**	**Payroll**			**-$ 130,370.73**
	23/10/2025		Pay 9	$ 130,370.73	
			Total	**$ 260,790.25**	**-$ 260,790.25**

Schedule of Accounts Paid - October 2025

Direct Debit Payments	Date	Name	Description	Amount	Total
DD33814.1	**07/10/2025**	**Banno Lighting LLC**			**$ -**
CN INV-0233	30/09/2025		Adjusting allocation - Incorrect GL	-$ 18,731.90	
INV-0233	30/09/2025		Adjusting Allocation - Correct GL	$ 18,731.90	
DD34425.1	**02/10/2025**	**Synergy**			**-$ 436.56**
155 057 680	11/09/2025		Electricity - Refuse Site	$ 436.56	
DD34425.2	**06/10/2025**	**Synergy**			**-$ 26,624.03**
977 854 430	15/09/2025		Grouped Electricity Account - August 2025	$ 26,624.03	
DD34434.1	**07/10/2025**	**Synergy**			**-$ 1,517.70**
154 025 290	16/09/2025		Electricity - Saleyards	$ 1,517.70	
DD34445.1	**06/10/2025**	**Telstra Corporation**			**-$ 1,425.91**
K 419 047 351-1	21/09/2025		Phone & Internet Charges - September 2025	$ 1,425.91	
DD34458.1	**16/10/2025**	**Water Corporation**			**-$ 4,465.63**
90 07674 66 6	25/09/2025		Water Usage - Katanning Aquatic Centre	$ 4,318.88	
90 07679 42 4	25/09/2025		Water Usage - Old Saleyards	$ 146.75	
DD34461.1	**16/10/2025**	**Water Corporation**			**-$ 118.03**
90 07692 09 8	25/09/2025		Water Usage - Conroy Street Daycare	$ 118.03	
DD34461.2	**17/10/2025**	**Water Corporation**			**-$ 297.16**
90 15188 85 2	26/09/2025		Water Usage - Town Square	$ 234.94	
90 07672 87 1	26/09/2025		Water Usage - 19 Charles Street	$ 62.22	
DD34461.3	**13/10/2025**	**Water Corporation**			**-$ 577.98**
90 15649 39 9	26/09/2025		Water Usage - 61B Conroy Street	$ 288.99	
90 15649 40 1	26/09/2025		Water Usage - 61A Conroy Street	$ 288.99	

Schedule of Accounts Paid - October 2025

DD34464.1	**21/10/2025**	**Water Corporation**				**-$**	**299.25**
90 17943 10 2	30/09/2025		Water Usage - 25 Marmion Street	$	299.25		
DD34464.2	**20/10/2025**	**Synergy**				**-$**	**383.89**
638 847 540	30/09/2025		Unmetered Electricity - Street Lighting	$	383.89		
DD34470.1	**17/10/2025**	**Water Corporation**				**-$**	**607.09**
90 07680 70 8	01/10/2025		Water Usage - Crosby Street	$	55.78		
90 18411 07 9	01/10/2025		Water Usage - 1/6 Hill Way	$	274.63		
90 18411 08 7	01/10/2025		Water Usage - 2/6 Hill Way	$	276.68		
DD34470.2	**22/10/2025**	**Water Corporation**				**-$**	**2,374.54**
90 07680 71 6	01/10/2025		Water Usage - Showgrounds	$	1,059.20		
90 07680 72 4	01/10/2025		Water Usage - KLC Oval	$	1,286.61		
90 22529 70 7	01/10/2025		Water Usage - Crosby Street Paddock	$	28.73		
DD34470.3	**21/10/2025**	**Synergy**				**-$**	**2,535.68**
312 951 080	01/10/2025		Electricity - Admin Building	$	2,535.68		
DD34474.1	**23/10/2025**	**Water Corporation**				**-$**	**626.66**
90 07680 99 4	02/10/2025		Water Usage - 8 Austral Terrace	$	88.62		
90 07681 02 2	02/10/2025		Water Usage - Library & Art Gallery	$	234.10		
90 07681 04 9	02/10/2025		Water Usage - 18 Austral Terrace	$	214.62		
90 07681 05 7	02/10/2025		Water Usage - Town Hall	$	53.18		
90 10523 50 0	02/10/2025		Water Usage - Aberdeen Dump Point	$	36.14		
DD34475.1	**15/10/2025**	**SG Fleet Australia**				**-$**	**1,054.37**
AUSG01136095	30/09/2025		Vehicle Lease - CESM	$	1,054.37		

Schedule of Accounts Paid - October 2025

DD34488.1	**24/10/2025 Synergy**				**-$**	**12,668.44**
338 348 270	03/10/2025	Electricity - Street Lighting	$	12,668.44		
DD34488.2	**24/10/2025 Water Corporation**				**-$**	**1,308.82**
90 07681 14 5	03/10/2025	Water Usage - Katanning Hotel	$	76.57		
90 07684 86 4	03/10/2025	Water Usage - All Ages Playground	$	747.05		
90 07684 98 7	03/10/2025	Water Usage - Lions Park	$	266.53		
90 10435 29 5	03/10/2025	Water Usage - Admin Building	$	218.67		
DD34494.1	**08/10/2025 Aware Super**				**-$**	**14,239.01**
SUPER	08/10/2025	Superannuation contributions	$	13,015.38		
DEDUCTION	08/10/2025	Payroll deductions	$	914.73		
DEDUCTION	08/10/2025	Payroll deductions	$	308.90		
DD34494.2	**08/10/2025 The Trustee For PEK Super**				**-$**	**1,039.23**
SUPER	08/10/2025	Superannuation contributions	$	896.39		
DEDUCTION	08/10/2025	Payroll deductions	$	142.84		
DD34494.3	**08/10/2025 The Trustee for AMP Super Fund**				**-$**	**1,151.87**
SUPER	08/10/2025	Superannuation contributions	$	1,095.62		
DEDUCTION	08/10/2025	Payroll deductions	$	56.25		
DD34494.4	**08/10/2025 Land & Shed Superannuation Fund**				**-$**	**353.57**
SUPER	08/10/2025	Superannuation contributions	$	353.57		
DD34494.5	**08/10/2025 Prime Super**				**-$**	**115.49**
SUPER	08/10/2025	Superannuation contributions	$	115.49		
DD34494.6	**08/10/2025 Mercer Super Trust**				**-$**	**170.97**
SUPER	08/10/2025	Superannuation contributions	$	170.97		

Schedule of Accounts Paid - October 2025

DD34494.7	**08/10/2025**	**Hostplus Superannuation Fund**			**-$**	**432.65**
SUPER	08/10/2025		Superannuation contributions	$ 432.65		
DD34494.8	**08/10/2025**	**WA Local Govt Super Plan**			**-$**	**160.01**
DEDUCTION	08/10/2025		Payroll deductions	$ 160.01		
DD34494.9	**08/10/2025**	**Smart Future Trust**			**-$**	**294.60**
SUPER	08/10/2025		Superannuation contributions	$ 294.60		
DD34532.1	**22/10/2025**	**Aware Super**			**-$**	**14,133.40**
SUPER	22/10/2025		Superannuation contributions	$ 12,851.02		
DEDUCTION	22/10/2025		Payroll deductions	$ 931.51		
DEDUCTION	22/10/2025		Payroll deductions	$ 270.86		
DEDUCTION	22/10/2025		Payroll deductions	$ 80.01		
DD34532.2	**22/10/2025**	**The Trustee For PEK Super**			**-$**	**1,039.23**
SUPER	22/10/2025		Superannuation contributions	$ 896.39		
DEDUCTION	22/10/2025		Payroll deductions	$ 142.84		
DD34532.3	**22/10/2025**	**The Trustee for AMP Super Fund**			**-$**	**1,151.87**
SUPER	22/10/2025		Superannuation contributions	$ 1,095.62		
DEDUCTION	22/10/2025		Payroll deductions	$ 56.25		
DD34532.4	**22/10/2025**	**Land & Shed Superannuation Fund**			**-$**	**355.35**
SUPER	22/10/2025		Superannuation contributions	$ 355.35		
DD34532.5	**22/10/2025**	**Prime Super**			**-$**	**313.30**
SUPER	22/10/2025		Superannuation contributions	$ 313.30		
DD34532.6	**22/10/2025**	**Mercer Super Trust**			**-$**	**102.58**
SUPER	22/10/2025		Superannuation contributions	$ 102.58		

Schedule of Accounts Paid - October 2025

DD34532.7	**22/10/2025 Hostplus Superannuation Fund**				**-$**	**452.25**
SUPER	22/10/2025	Superannuation contributions	$	452.25		
DD34532.8	**22/10/2025 Smart Future Trust**				**-$**	**292.48**
SUPER	22/10/2025	Superannuation contributions	$	292.48		
DD34532.9	**22/10/2025 CBUS**				**-$**	**422.33**
SUPER	22/10/2025	Superannuation contributions	$	422.33		
DD34494.10	**08/10/2025 CBUS**				**-$**	**495.71**
SUPER	08/10/2025	Superannuation contributions	$	495.71		
DD34494.11	**08/10/2025 Australian Super**				**-$**	**2,403.94**
SUPER	08/10/2025	Superannuation contributions	$	2,403.94		
DD34494.12	**08/10/2025 Rest Superannuation**				**-$**	**866.25**
SUPER	08/10/2025	Superannuation contributions	$	866.25		
DD34494.13	**08/10/2025 Retail Employees Superannuation Trust**				**-$**	**181.35**
SUPER	08/10/2025	Superannuation contributions	$	181.35		
DD34494.14	**08/10/2025 Australia Prime Superannuation Fund**				**-$**	**703.74**
SUPER	08/10/2025	Superannuation contributions	$	703.74		
DD34494.15	**08/10/2025 MobiSuper**				**-$**	**257.41**
SUPER	08/10/2025	Superannuation contributions	$	257.41		
DD34532.10	**22/10/2025 Australian Super**				**-$**	**2,550.93**
SUPER	22/10/2025	Superannuation contributions	$	2,550.93		
DD34532.11	**22/10/2025 Rest Superannuation**				**-$**	**733.72**
SUPER	22/10/2025	Superannuation contributions	$	733.72		

Schedule of Accounts Paid - October 2025

DD34532.12	**22/10/2025**	**Retail Employees Superannuation Trust**			**-$ 186.15**
SUPER	22/10/2025		Superannuation contributions	$ 186.15	
DD34532.13	**22/10/2025**	**Australia Prime Superannuation Fund**			**-$ 515.94**
SUPER	22/10/2025		Superannuation contributions	$ 515.94	
DD34532.14	**22/10/2025**	**MobiSuper**			**-$ 264.23**
SUPER	22/10/2025		Superannuation contributions	$ 264.23	
			Total	**$ 102,701.30**	**-$ 102,701.30**

Credit Card Payments	Date	Name	Description	Amount	Total
DD34509.1	**25/09/2025**	**Commonwealth Bank of Australia**			**-$ 7,073.10**
SEP2025	**25/09/2025**	**Human Resources Coordinator**	**Credit Card Purchases - September 2025**		**-$ 1,721.27**
			Agoda - Accommodation for Local Government Act Training	$ 1,502.01	
			Agoda - Accommodation for Moore Australia Nuts & Bolts Workshop	$ 219.26	
SEP2025	**25/09/2025**	**General Manager Operations**	**Credit Card Purchases - September 2025**		**-$ 2,243.00**
			Blackbox Control - Zoleo Modules	$ 1,883.00	
			Zoleo - Activation of Zoleo Safety Device	$ 360.00	
SEP2025	**25/09/2025**	**Manager Recreation Services**	**Credit Card Purchases - September 2025**		**-$ 864.31**
			Woolworths - Milk	$ 9.00	
			Woolworths - Kiosk Stock inc GST	$ 27.75	
			Woolworths - Kiosk Stock GST free	$ 74.76	
			Woolworths - Seniors Prizes for Pingo & Quiz inc GST	$ 9.00	
			Woolworths - Seniors Prizes for Pingo & Quiz GST free	$ 14.17	
			JB's Quality Meats - Seniors Meat Packs	$ 32.00	

Schedule of Accounts Paid - October 2025

		Splitboxes - Toilet Holder Keys	$	48.69		
		Hart Sport - Term Sport Equipment	$	432.70		
		JB's Quality Meats - Seniors Meat Packs	$	32.00		
		Woolworths - Snacks for All Abilities inc GST	$	14.85		
		Woolworths - Snacks for All Abilities GST free	$	20.74		
		Woolworths - Seniors Prizes for Pingo & Quiz inc GST	$	27.25		
		Woolworths - Seniors Prizes for Pingo & Quiz GST free	$	23.50		
		Woolworths - Snacks for Term Sports inc GST	$	50.80		
		Woolworths - Snacks for Term Sports GST free	$	10.60		
		Katanning Stock & Trading - Cleaning Supplies	$	36.50		
SEP2025	**25/09/2025 Executive Assistant to CEO**	**Credit Card Purchases - September 2025**			**-$**	**872.56**
		Woolworths - Lollies for Council Meeting	$	53.00		
		BWS Katanning - Wine for Council Meeting	$	97.00		
		Vistaprint - Farewell Plaque for Councillors Guidera & Salter	$	132.60		
		BWS Katanning - Drinks for Council Meeting	$	153.00		
		Woolworths - Soft Drinks for Council Meeting	$	33.50		
		Woolworths - Water Bottles for Council Meeting	$	8.00		
		BWS Katanning - Beer for Council Meeting	$	55.00		
		Katanning Hardware - Native Plants for September Citizenship	$	35.40		
		Kowalds News & Glasshouse - Frames for September Citizenship	$	19.06		
		Woolworths - Lollies for Council Meeting	$	86.00		
		Let's Talk Flowers - Flower Arrangements for Councillors Guidera & Salter	$	200.00		

Schedule of Accounts Paid - October 2025

SEP2025	**25/09/2025 Chief Executive Officer**	**Credit Card Purchases - September 2025**			**-$**	**1,077.96**
		Dome Katanning - September Councillors Breakfast	$	192.05		
		Dome Katanning - Meeting with CRC	$	5.50		
		Landgate - Write Offs	$	32.60		
		Katanning Hardware - Garden Maintenance at CEO's House	$	34.95		
		Uber - WALGA Convention	$	13.23		
		Liberty Cafe & Bar - Coffees at WALGA Convention	$	23.00		
		Uber - WALGA Convention	$	14.99		
		Uber - WALGA Convention	$	12.93		
		Uber - WALGA Convention	$	13.73		
		Uber - WALGA Convention	$	17.00		
		Print Hall - Dinner & Drinks at the WALGA Convention	$	706.12		
		Uber - WALGA Convention	$	11.86		
SEP2025	**25/09/2025 Community Emergency Services Manager**	**Credit Card Purchases - September 2025**			**-$**	**294.00**
		Officeworks - BFB Printing Ink	$	294.00		
		Total	**$**	**7,073.10**	**-$**	**7,073.10**

EFT Payments	$	1,537,396.75	80.52%
Cheque Payments	$	1,418.50	0.07%
Payroll Payments	$	260,790.25	13.66%
Direct Debit Payments	$	102,701.30	5.38%
Credit Card Payments	$	7,073.10	0.37%
	$	**1,909,379.90**	**100%**

Shire of Katanning

Heart of the Great Southern

Monthly Financial Reports

October 2025

Heart of the Great Southern

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 October 2025

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

TABLE OF CONTENTS

SHIRE OF KATANNING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

	Note	Adopted Budget Estimates (a) $	YTD Budget Estimates (b) $	YTD Actual (c) $	Variance* $ (c) - (b) $	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		5,481,228	5,475,872	**5,526,831**	50,959	0.93%	
Rates excluding general rates		5,356	5,356	**5,037**	(319)	(5.96%)	
Grants, subsidies and contributions		1,340,434	564,519	**2,830,874**	2,266,355	401.47%	▲
Fees and charges		2,186,860	1,293,874	**1,474,269**	180,395	13.94%	▲
Interest revenue		476,000	158,664	**152,570**	(6,094)	(3.84%)	
Other revenue		315,024	89,312	**64,748**	(24,564)	(27.50%)	▼
Profit on asset disposals		75,207	30,083	**0**	(30,083)	(100.00%)	▼
		9,880,109	**7,617,680**	**10,054,329**	**2,436,649**	31.99%	
Expenditure from operating activities							
Employee costs		(5,337,519)	(2,016,960)	**(1,791,110)**	225,850	11.20%	▲
Materials and contracts		(4,035,623)	(1,345,439)	**(920,593)**	424,846	31.58%	▲
Utility charges		(612,753)	(210,491)	**(171,612)**	38,879	18.47%	▲
Depreciation		(9,356,842)	(3,118,920)	**(3,163,020)**	(44,100)	(1.41%)	
Finance costs		(91,756)	(1,900)	**10,592**	12,492	657.47%	▲
Insurance		(426,741)	(409,155)	**(430,246)**	(21,091)	(5.15%)	
Other expenditure		(405,507)	(113,310)	**(121,610)**	(8,300)	(7.33%)	
Loss on asset disposals		(17,854)	(8,927)	**0**	8,927	100.00%	
		(20,284,595)	**(7,225,102)**	**(6,587,599)**	**637,503**	8.82%	
Non cash amounts excluded from operating activities	2(c)	9,299,489	3,097,764	**3,151,523**	53,759	1.74%	
Amount attributable to operating activities		**(1,104,997)**	**3,490,342**	**6,618,253**	**3,127,911**	89.62%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		10,533,060	4,927,226	**2,315,007**	(2,612,219)	(53.02%)	▼
Proceeds from disposal of assets		476,000	90,000	**0**	(90,000)	(100.00%)	▼
Proceeds from financial assets at amortised cost - self supporting loans		22,752	5,605	**5,605**	0	0.00%	
		11,031,812	**5,022,831**	**2,320,612**	**(2,702,219)**	(53.80%)	
Outflows from investing activities							
Acquisition of property, plant and equipment		(11,709,927)	(3,983,094)	**(2,184,079)**	1,799,015	45.17%	▲
Acquisition of infrastructure		(1,911,897)	(421,888)	**(91,311)**	330,577	78.36%	▲
Payments for financial assets at amortised cost - self supporting loans		(22,752)	0	**0**	0	0.00%	
		(13,644,576)	**(4,404,982)**	**(2,275,390)**	**2,129,592**	48.35%	
Non-cash amounts excluded from investing activities	2(d)	0	0	**(58,409)**	(58,409)	0.00%	
Amount attributable to investing activities		**(2,612,764)**	**617,849**	**(13,187)**	**(631,036)**	(102.13%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves		1,744,442	0	**0**	0	0.00%	
		1,744,442	**0**	**0**	**0**	0.00%	
Outflows from financing activities							
Repayment of borrowings		(302,233)	(25,488)	**(25,488)**	0	0.00%	
Transfer to reserves		(1,292,995)	0	**(71,767)**	(71,767)	0.00%	
		(1,595,228)	**(25,488)**	**(97,255)**	**(71,767)**	(281.57%)	
Amount attributable to financing activities		**149,214**	**(25,488)**	**(97,255)**	**(71,767)**	(281.57%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	3,568,549	3,568,549	**2,799,383**	(769,166)	(21.55%)	▼
Amount attributable to operating activities		(1,104,997)	3,490,342	**6,618,253**	3,127,911	89.62%	▲
Amount attributable to investing activities		(2,612,764)	617,849	**(13,187)**	(631,036)	(102.13%)	▼
Amount attributable to financing activities		149,214	(25,488)	**(97,255)**	(71,767)	(281.57%)	▼
Surplus or deficit after imposition of general rates		**(0)**	**7,651,252**	**9,307,195**	**1,655,943**	21.64%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF KATANNING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 OCTOBER 2025

	Actual 30 June 2025	Actual as at 31 October 2025
	$	$
CURRENT ASSETS		
Cash and cash equivalents	15,299,657	18,579,900
Trade and other receivables	1,807,551	5,186,878
Other financial assets	22,752	17,147
Inventories	10,411	(678)
TOTAL CURRENT ASSETS	17,140,371	23,783,247
NON-CURRENT ASSETS		
Trade and other receivables	356,964	356,964
Other financial assets	321,802	321,802
Property, plant and equipment	56,103,805	57,134,557
Infrastructure	210,910,983	208,992,603
Right-of-use assets	24,148	24,148
TOTAL NON-CURRENT ASSETS	267,717,702	266,830,074
TOTAL ASSETS	284,858,073	290,613,321
CURRENT LIABILITIES		
Trade and other payables	823,072	726,129
Contract liabilities	75,020	75,020
Capital grant/contributions liabilities	4,701,589	4,759,998
Lease liabilities	12,171	12,171
Borrowings	302,233	276,745
Employee related provisions	514,778	514,778
Other provisions	1,143,149	1,154,646
TOTAL CURRENT LIABILITIES	7,572,012	7,519,487
NON-CURRENT LIABILITIES		
Lease liabilities	9,858	9,858
Borrowings	2,704,400	2,704,400
Employee related provisions	82,527	82,527
Other provisions	568,112	568,112
TOTAL NON-CURRENT LIABILITIES	3,364,897	3,364,897
TOTAL LIABILITIES	10,936,909	10,884,384
NET ASSETS	**273,921,164**	**279,728,937**
EQUITY		
Retained surplus	79,443,338	85,179,346
Reserve accounts	8,718,555	8,790,320
Revaluation surplus	185,759,271	185,759,271
TOTAL EQUITY	**273,921,164**	**279,728,937**

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

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 November 2025

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

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
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 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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:
- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

2 NET CURRENT ASSETS INFORMATION

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

	Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 October 2025
Current assets		$	$	$
Cash and cash equivalents		10,622,077	15,299,657	18,579,900
Trade and other receivables		4,708,576	1,807,551	5,186,878
Other financial assets		1,862,455	22,752	17,147
Inventories		7,248	10,411	(678)
		17,200,356	17,140,371	23,783,247
Less: current liabilities				
Trade and other payables		(221,882)	(823,072)	(726,129)
Other liabilities		(4,691,002)	(4,776,609)	(4,835,018)
Lease liabilities		0	(12,171)	(12,171)
Borrowings		(302,234)	(302,233)	(276,745)
Employee related provisions		(582,279)	(514,778)	(514,778)
Other provisions		(1,145,902)	(1,143,149)	(1,154,646)
		(6,943,299)	(7,572,012)	(7,519,487)
Net current assets		**10,257,057**	**9,568,359**	**16,263,760**
Less: Total adjustments to net current assets	2(b)	(6,688,508)	(6,768,976)	(6,956,566)
Closing funding surplus / (deficit)		**3,568,549**	**2,799,383**	**9,307,194**

(b) Current assets and liabilities excluded from budgeted deficiency

	Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 October 2025
Adjustments to net current assets				
Less: Reserve accounts		(8,718,920)	(8,718,555)	(8,790,322)
Less: Financial assets at amortised cost - self supporting loans		0	(22,752)	(17,147)
Less: Current assets not expected to be received at end of year		0	0	(142,607)
- Current financial assets at amortised cost - self supporting loans		0	0	0
- Other liabilities - adjusting entry		0	0	35,170
Add: Current liabilities not expected to be cleared at the end of the year		0	0	0
- Current portion of lease liabilities		0	12,171	12,171
- Current portion of borrowings		302,234	302,233	276,745
- Current portion of other provisions held in reserve-Amherst		1,145,899	1,143,149	1,154,646
- Current portion of employee benefit provisions held in reserve		582,279	514,778	514,778
Total adjustments to net current assets	2(a)	**(6,688,508)**	**(6,768,976)**	**(6,956,566)**

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 October 2025	YTD Actual 31 October 2025
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(75,207)	(30,083)	0
Less: Movement in liabilities associated with restricted cash - Amherst	0	0	(11,497)
Add: Loss on asset disposals	17,854	8,927	0
Add: Depreciation	9,356,842	3,118,920	3,163,020
Total non-cash amounts excluded from operating activities	**9,299,489**	**3,097,764**	**3,151,523**

(d) Non-cash amounts excluded from investing activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 October 2025	YTD Actual 31 October 2025
Adjustments to investing activities			
Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity	0	0	(58,409)
Total non-cash amounts excluded from investing activities	**0**	**0**	**(58,409)**

CURRENT AND NON-CURRENT CLASSIFICATION

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

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is $10,000 and 10.00% whichever is the greater.

REFER TO AGENDA ITEM FOR EXPLANATIONS

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Grants, subsidies and contributions	**2,266,355**	**401.47%**	▲
Fees and charges	**180,395**	**13.94%**	▲
Other revenue	**(24,564)**	**(27.50%)**	▼
Profit on asset disposals	**(30,083)**	**(100.00%)**	▼
Expenditure from operating activities			
Employee costs	**225,850**	**11.20%**	▲
Materials and contracts	**424,846**	**31.58%**	▲
Utility charges	**38,879**	**18.47%**	▲
Finance costs	**12,492**	**657.47%**	▲
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	**(2,612,219)**	**(53.02%)**	▼
Proceeds from disposal of assets	**(90,000)**	**(100.00%)**	▼
Outflows from investing activities			
Acquisition of property, plant and equipment	**1,799,015**	**45.17%**	▲
Acquisition of infrastructure	**330,577**	**78.36%**	▲
Surplus or deficit at the start of the financial year	**(769,166)**	**(21.55%)**	▼
Surplus or deficit after imposition of general rates	**1,655,943**	**21.64%**	▲

SHIRE OF KATANNING

SUPPLEMENTARY INFORMATION

TABLE OF CONTENTS

BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

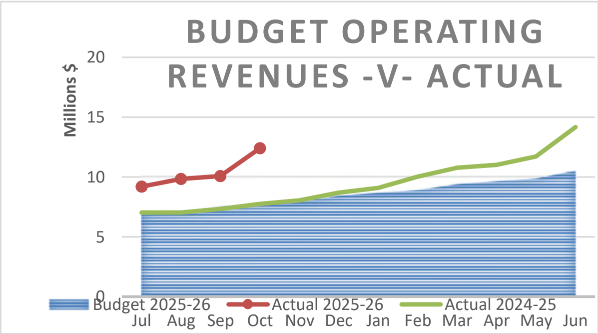
Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF KATANNING
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

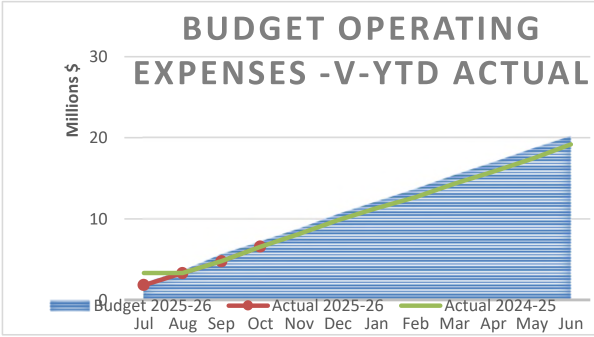
1 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

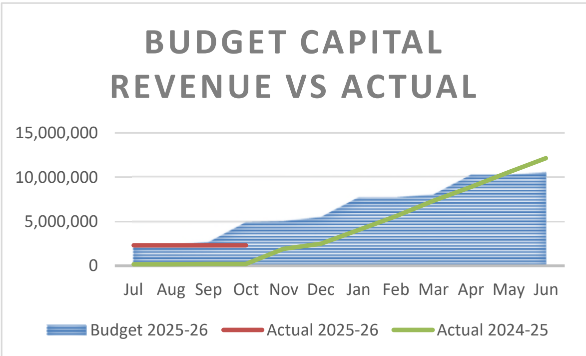


OPERATING EXPENSES

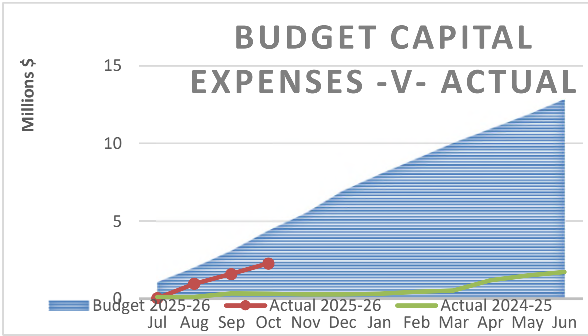


INVESTING ACTIVITIES

CAPITAL REVENUE

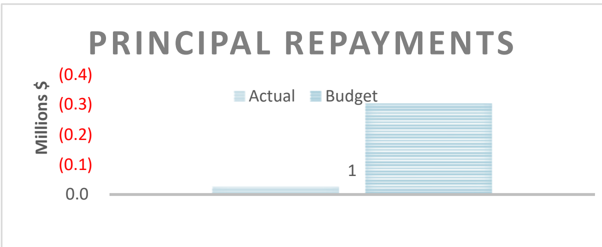


CAPITAL EXPENSES

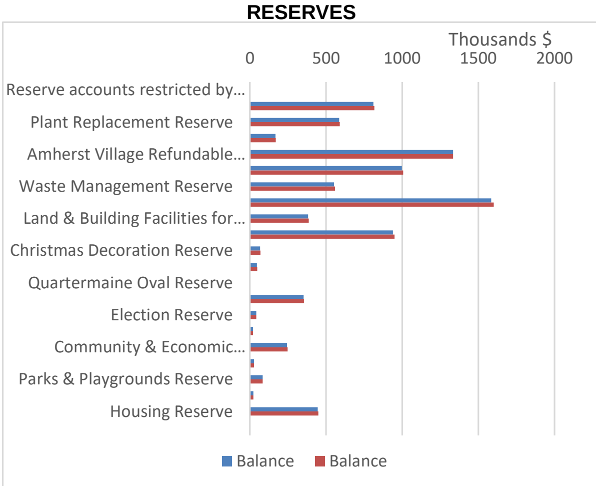


FINANCING ACTIVITIES

BORROWINGS



RESERVES



2 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Cash at Bank	Cash and cash equivalents	3,029,580	0	3,029,580		CBA	0.25%	At call
Term Deposit - Muni	Cash and cash equivalents	4,759,998	0	4,759,998		WATC	3.87%	
At-Call (CDA) - Reserves	Cash and cash equivalents	0	1,790,322	1,790,322		CBA	0.25%	At call
Term Deposit - Reserves	Cash and cash equivalents	0	7,000,000	7,000,000		CBA	4.05%	24/09/2025
Term Deposit - Muni	Cash and cash equivalents	2,000,000		2,000,000				
Total		**9,789,578**	**8,790,322**	**18,579,900**	**0**			
Comprising								
Cash and cash equivalents		9,789,578	8,790,322	18,579,900	0			
		9,789,578	**8,790,322**	**18,579,900**	**0**			

KEY INFORMATION

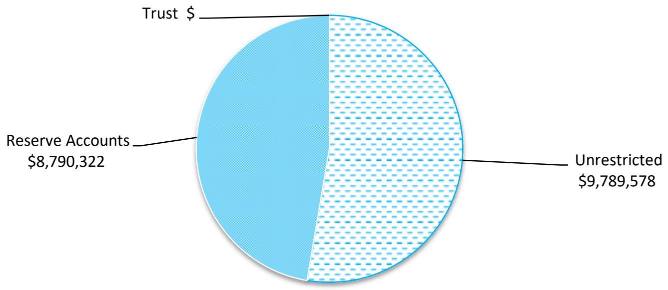
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 7 - Other assets.



3 RESERVE ACCOUNTS

Reserve account name	Budget Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Transfers In (+)	Actual Transfers Out (-)	Actual Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by Council								
Leave reserve	809,623	21,914	(100,000)	731,537	810,712	7,880	0	818,592
Plant Replacement Reserve	585,751	301,411	0	887,162	586,050	5,696	0	591,746
Amherst Village Building Maintenance Reserve	168,209	4,553	(60,000)	112,762	168,488	1,638	0	170,126
Amherst Village Refundable Deposit Reserve	1,344,707	350,000	(150,000)	1,544,707	1,334,902	0	0	1,334,902
Old Saleyards Reserve	996,641	26,976	(30,000)	993,617	997,981	9,700	0	1,007,681
Waste Management Reserve	552,326	89,950	0	642,276	552,968	5,375	0	558,343
Land & Building Reserve	1,583,427	89,592	(1,280,862)	392,157	1,585,555	15,411	0	1,600,966
Land & Building Facilities for Seniors Reserve	381,751	0	0	381,751	382,263	3,715	0	385,978
Regional Sheep Saleyards Reserve	939,160	49,420	0	988,580	940,377	9,140	0	949,517
Christmas Decoration Reserve	68,348	1,850	(50,000)	20,198	68,440	665	0	69,105
GRV Revaluation Reserve	47,251	21,279	0	68,530	47,288	460	0	47,748
Quartermaine Oval Reserve	0	0	0	0	559	5	0	564
KLC Facilities Reserve	352,365	109,537	0	461,902	352,839	3,429	0	356,268
Election Reserve	42,256	1,144	(23,580)	19,820	42,306	411	0	42,717
Library Building Reserve	22,070	597	0	22,667	22,099	215	0	22,314
Community & Economic Development Reserve	244,644	6,622	(50,000)	201,266	245,040	2,382	0	247,422
Lake Ewlyamartup Facilities Reserve	27,602	747	0	28,349	27,639	269	0	27,908
Parks & Playgrounds Reserve	83,462	2,259	0	85,721	83,575	812	0	84,387
Katanning Aquatic Centre Reserve	23,212	50,628	0	73,840	23,244	226	0	23,470
Housing Reserve	446,115	114,516	0	560,631	446,230	4,337	0	450,567
ERP System Upgrade Reserve	0	50,000	0	50,000	0	0	0	0
	8,718,920	**1,292,995**	**(1,744,442)**	**8,267,473**	**8,718,555**	**71,767**	**0**	**8,790,322**

4 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings - specialised	11,020,927	3,778,644	2,144,424	(1,634,220)
Plant and equipment	399,000	133,000	0	(133,000)
Motor Vehicles	84,000	29,000	39,655	10,655
Equipment	25,000	6,250	0	(6,250)
Artwork & sculptures	181,000	36,200	0	(36,200)
Acquisition of property, plant and equipment	**11,709,927**	**3,983,094**	**2,184,079**	**(1,799,015)**
Infrastructure - roads	1,131,897	421,888	90,220	(331,668)
Infrastructure - Parks and ovals	0	0	1,091	1,091
Infrastructure - Other	780,000	0	0	0
Acquisition of infrastructure	**1,911,897**	**421,888**	**91,311**	**(330,577)**
Total capital acquisitions	**13,621,824**	**4,404,982**	**2,275,390**	**(2,129,592)**
Capital Acquisitions Funded By:				
Capital grants and contributions	10,533,060	4,927,226	2,315,007	(2,612,219)
Other (disposals & C/Fwd)	476,000	90,000	0	(90,000)
Reserve accounts				
Leave reserve	100,000	0	0	0
Amherst Village Building Maintenance Reserve	60,000	0	0	0
Amherst Village Refundable Deposit Reserve	150,000	0	0	0
Old Saleyards Reserve	30,000	0	0	0
Land & Building Reserve	1,280,862	0	0	0
Christmas Decoration Reserve	50,000	0	0	0
Election Reserve	23,580	0	0	0
Community & Economic Development Reserve	50,000	0	0	0
Contribution - operations	868,322	(612,244)	(39,618)	572,626
Capital funding total	**13,621,824**	**4,404,982**	**2,275,390**	**(2,129,592)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

4 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total - Level of completion indicators

Level of completion indicators

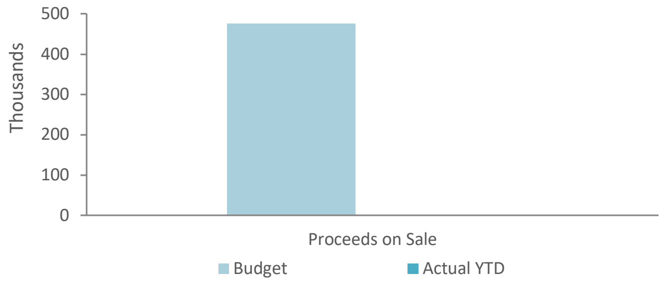
- 0%
- 20%
- 40%
- 60%
- 80%
- 100%
- Over 100%

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

	Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
		$	$	$	$
2676	Paintings & Sculptures - At Cost - Noongar Story Public Artwork Project	181,000	36,200	0	36,200
1996	Buildings - Specialised - Katanning CBFB Shed Upgrade	100,000	100,000	16,404	83,596
1998	Cat Pound Construction	10,000	10,000	0	10,000
2000	Housing Development Project	360,000	90,000	0	90,000
2154	Buildings - Specialised - At Cost - Amherst	60,000	15,000	26,000	(11,000)
2659	Buildings - Specialised - At Cost - Early Childhood Hub	10,390,927	3,463,644	2,071,458	1,392,186
3064	Buildings - Specialised - At Cost - Cemetery	50,000	50,000	14,819	35,181
8875	Buildings - Specialised - At Cost - KLC 24 hour gym upgrade	50,000	50,000	15,742	34,258
1994	Equipment - At Cost - Other Law Order	25,000	6,250	0	6,250
1999	CESM Vehicle purchase	29,000	29,000	0	29,000
4964	Motor Vehicles - At Cost - Plant Purchases	55,000	0	39,655	(39,655)
4075	Infrastructure Other - At Cost - Aerodrome Runway	750,000	0	0	0
6701	Infrastructure Other - At Cost - ChargeUp Charging Station	30,000	0	0	0
4954	**Plant - At Cost - Plant Purchases**				0
AC096	New Mower 25/26	10,000	3,332	0	3,332
AC097	New Mower 25/26	60,000	20,000	0	20,000
AC098	New Medium Tipper 25/26	79,000	26,332	0	26,332
AC099	New Multi Tyred Roller 25/26	200,000	66,668	0	66,668
AC100	Minor Plant Purchases 25/26	50,000	16,668	0	16,668
4460	**Infrastructure Roads - At Cost - Roads**				0
C817	Rrg Warren Rd - Construct Widen Slk12-15	0	0	4,820	(4,820)
C819	R2R Coomelberrup Rd (Sections) Resheet	0	0	10,986	(10,986)
C820	R2R Langaweira Rd (Sections) Shoulder Reconstruct	61,897	61,897	34,414	27,483
C821	Rrg Arbour Street 0-1.26	230,000	229,997	0	229,997
C822	Rrg Clive St 0.136-2.02	75,000	74,997	0	74,997
C823	Rrg Cove St 0-0.21	55,000	54,997	0	54,997
C824	Rrg Amherst St 0-0.33	55,000	0	0	0
C825	Rrg Aberdeen St 0-0.315	55,000	0	0	0
C826	R2R Ranford Road 25/26 Program	390,000	0	32,000	(32,000)
C827	R2R Hettner Road 25/26 Program	120,000	0	8,000	(8,000)
C828	R2R Belmont Street 25/26 Program	90,000	0	0	0
CC17	Quartermaine Oval Upgrade	0	0	1,091	(1,091)
		13,621,824	**4,404,982**	**2,275,390**	**2,129,592**

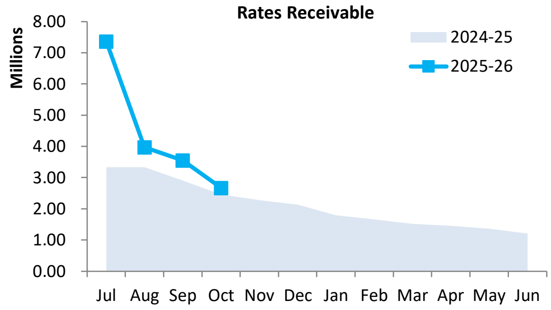
5 DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Buildings								
	Freehold land	360,000	360,000	0	0	0	0	0	0
	Plant and equipment								
	Plant & Equipment	58,647	116,000	75,207	(17,854)	0	0	0	0
		418,647	**476,000**	**75,207**	**(17,854)**	**0**	**0**	**0**	**0**



6 RECEIVABLES

Rates receivable	30 Jun 2025	31 Oct 2025
	$	$
Opening arrears previous year	940,853	1,296,939
Levied this year	5,016,765	6,738,169
Less - collections to date	(4,660,679)	(5,368,694)
Gross rates collectable	**1,296,939**	**2,666,414**
Allowance for impairment of rates receivable	(362,262)	(278,294)
Net rates collectable	**934,677**	**2,388,120**
% Collected	78.2%	66.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(5,222)	2,561,445	31,986	6,789	76,879	2,671,877
Percentage	(0.2%)	95.9%	1.2%	0.3%	2.9%	
Balance per trial balance						
Trade receivables	(5,222)	2,561,445	31,986	6,789	76,879	2,671,877
GST receivable	126,881	0	0	0	0	126,881
Total receivables general outstanding						**2,798,758**

Amounts shown above include GST (where applicable)

KEY INFORMATION

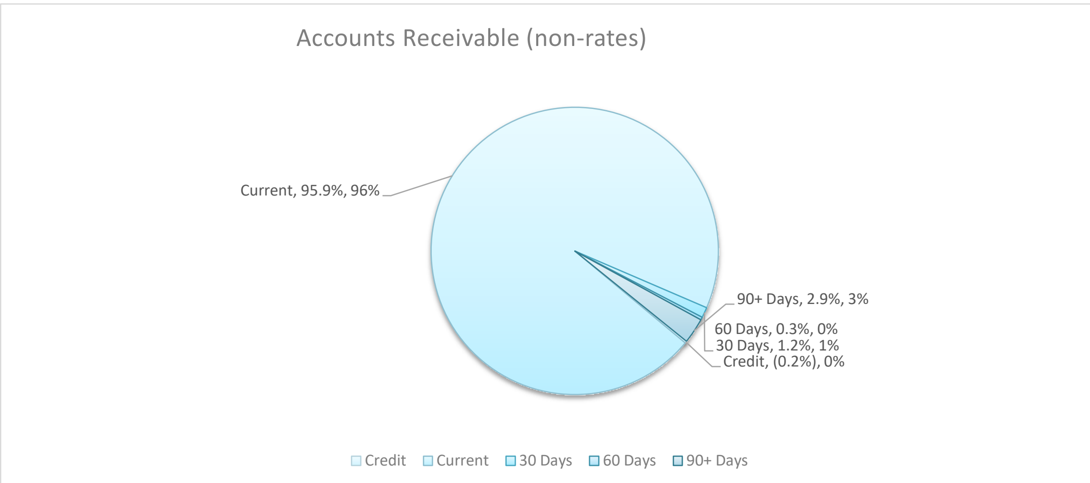
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



7 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 October 2025
	$	$	$	$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	22,752	0	(5,605)	17,147
Inventory				
Fuel	10,411	(11,089)	0	(678)
Total other current assets	**33,163**	**(11,089)**	**(5,605)**	**16,469**
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

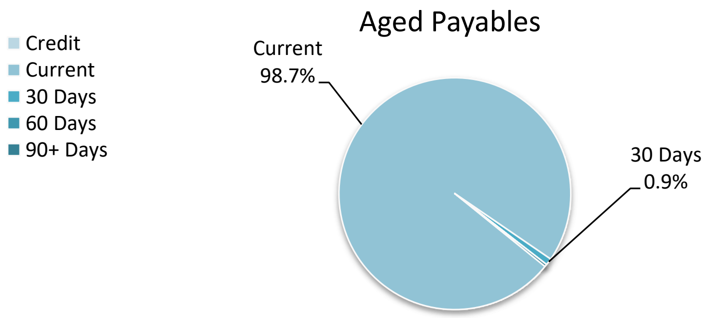
8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	0	149,344	1,419	0	554	151,317
Percentage	0.0%	98.7%	0.9%	0.0%	0.4%	
Balance per trial balance						
Sundry creditors	0	149,344	1,419	0	554	151,317
ATO liabilities	0	249,458	0	0	0	249,458
Rates paid in advance	0	0	0	0	51,269	51,269
Bonds & deposits	0	0	0	0	39,281	39,281
Other payables [describe]						234,804
Total payables general outstanding						**726,129**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.
The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



9 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Loan No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**
New Administration Building *Repayments due November & May*	158	1,828,894	0	0	0	(111,135)	1,828,894	1,717,759	11,331	(68,452)
Aged & Key Worker Housing *Repayments Due November & May*	159	511,408	0	0	0	(45,740)	511,408	465,668	1,020	(6,553)
Plant - Watercart *Repayments due November & May*	160	95,323	0	0	0	(16,995)	95,323	78,328	126	(792)
Plant - Grader *Repayments Due November & May*	161	140,181	0	0	0	(24,992)	140,181	115,189	186	(1,165)
Plant - Road Sweeper *Repayments Due November, May, February & August*	163	120,162	0	0	(10,439)	(42,325)	109,723	77,837	(555)	(3,777)
Plant - Truck *Repayments Due November, May, February & August*	164	108,718	0	0	(9,445)	(38,294)	99,273	70,424	(502)	(3,417)
		2,804,686	0	0	(19,883)	(279,481)	2,784,803	2,525,205	11,605	(84,156)
Self supporting loans										
Katanning Country Club Repayments Due November, February, May & August		201,947	0	0	(5,605)	(22,752)	196,342	179,195	(1,013)	(7,600)
		201,947	0	0	(5,605)	(22,752)	196,342	179,195	(1,013)	(7,600)
Total		**3,006,633**	**0**	**0**	**(25,488)**	**(302,233)**	**2,981,145**	**2,704,400**	**10,592**	**(91,756)**
Current borrowings		302,233					276,745			
Non-current borrowings		2,704,400					2,704,400			
		3,006,633					**2,981,145**			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

10 LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Lease No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**
SG Fleet	22401/00	22,029	0	0	0	0	22,029	22,029	0	0
Total		**22,029**	**0**	**0**	**0**	**0**	**22,029**	**22,029**	**0**	**0**
Current lease liabilities		12,171					12,171			
Non-current lease liabilities		9,858					9,858			
		22,029					**22,029**			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2025
		$	$	$	$	$
Other liabilities						
Contract liabilities		75,020	0	0	0	75,020
Capital grant/contributions liabilities		4,701,589	58,409	0	0	4,759,998
Total other liabilities		4,776,609	58,409	0	0	4,835,018
Employee Related Provisions						
Provision for annual leave		257,103	0	0	0	257,103
Provision for long service leave		257,675	0	0	0	257,675
Total Provisions		514,778	0	0	0	514,778
Other Provisions						
Amherst Refundable Deposits		1,143,149	11,497	0	0	1,154,646
Total Other Provisions		1,143,149	11,497	0	0	1,154,646
Total other current liabilities		**6,434,536**	**69,906**	**0**	**0**	**6,504,442**

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION
Provisions
Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions
Short-term employee benefits
Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

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

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

Contract liabilities
An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities
Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2025	Current Liability 31 Oct 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Grants and subsidies								
Governance	0	0	0	0	0	43,750	43,750	2,280,723
General purpose funding	0	0	0	0	0	615,379	163,845	170,133
Law, order, public safety	0	0	0	0	0	251,654	75,109	130,189
Education and welfare	0	0	0	0	0	115,000	46,164	19,078
Recreation and culture	0	0	0	0	0	8,500	2,832	909
Transport	0	0	0	0	0	306,151	232,819	229,841
	0	**0**	**0**	**0**	**0**	**1,340,434**	**564,519**	**2,830,874**
Contributions								
Financial Assistance Grants	0	0	0	0	0	495,379	123,845	403,343
Commissions & Contributions (TPL)	0	0	0	0	0	110,000	36,668	43,027
Debt Collection Legal Expenses Reimbursement (GPI	0	0	0	0	0	120,000	40,000	(233,210)
Grant Income - Fire Prevention	0	0	0	0	0	48,780	24,390	30,040
BFB LGGS Income	0	0	0	0	0	49,860	12,465	0
CESM Contributions & Reimbursements	0	0	0	0	0	153,014	38,254	100,149
Every Club Grant Scheme 2022-2025	7,678	0	0	7,678	0	7,500	2,500	0
Youth Activities Grant Income (CDOW)	0	0	0	0	0	39,000	19,500	19,078
Seniors Week Grant Income (CDOW)	0	0	0	0	0	1,000	332	0
National Youth Week Grant Income (CDOW)	0	0	0	0	0	3,000	1,000	0
Cultural Awareness	5,000	0	0	5,000	0	0	0	0
Lotterywest - Community Capacity Building	17,255	0	0	17,255	0	0	0	0
Harmony Festival Grant Income (CDOW)	0	0	0	0	0	70,000	23,332	0
Regional Council Income	0	0	0	0	0	43,750	43,750	30,723
Direct Road Grant (MRBD)	0	0	0	0	0	196,151	196,151	186,814
Naidoc Week	0	0	0	0	0	2,000	2,000	0
Grant Revenue (HAI)				0		0	0	2,250,000
Kidsport	0	0	0	0	0	1,000	332	909
	29,933	**0**	**0**	**29,933**	**0**	**1,340,434**	**564,519**	**2,830,874**
TOTALS	**29,933**	**0**	**0**	**29,933**	**0**	**1,340,434**	**564,519**	**2,830,874**

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
Provider	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2025	Current Liability 31 Oct 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Capital grants and subsidies								
Governance	0	0	0	0	0	8,880,612	4,440,306	2,136,344
Law, order, public safety	0	0	0	0	0	100,000	0	0
Recreation and culture	0	0	0	0	0	27,301	27,301	0
Transport	0	0	0	0	0	1,525,147	459,619	178,400
Economic services	0	0	0	0	0	0	0	263
	0	**0**	**0**	**0**	**0**	**10,533,060**	**4,927,226**	**2,315,007**
Capital contributions								
Regional Road Group Grant	0	0	0	0	0	313,330	156,665	178,400
Roads to Recovery Funding	45,087	0	0	45,087	0	600,000	150,000	0
KAARL Yarning Place	0	0	0	0	0	27,301	27,301	0
DFES Grant for BFB Shed upgrade	0	0	0	0	0	100,000	0	0
Early Childhood Hub Grant Funds	0	0	0	0	0	8,880,612	4,440,306	2,136,344
Saleyard Capital Grant - Ear Tagging equipment	0	0	0	0	0	0	0	263
Airport Runway Grants 25/26	0	0	0	0	0	611,817	152,954	0
	45,087	**0**	**0**	**45,087**	**0**	**10,533,060**	**4,927,226**	**2,315,007**
TOTALS	**45,087**	**0**	**0**	**45,087**	**0**	**10,533,060**	**4,927,226**	**2,315,007**

LOCAL GOVERNMENT ACT 1995

SHIRE OF KATANNING

LOCAL LAW

Part X – Trading in Public Places
Division 1 – Preliminary

DEFINITIONS

10.1 In this part, unless the context otherwise requires –

"Community Association" means an institution, association, club, society or body, whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and the members of which are not entitled or permitted to receive any pecuniary profit from the transactions thereof;

"Public Place" includes a thoroughfare which the public are allowed to use, whether the thoroughfare is or is not on private property;

"Stall" includes buildings other than a shop especially erected for the purpose and trays, stands, vehicles, tables, trestles and the like used for selling purposes;

"Trading" means selling or hiring goods, wares, merchandise or services, or offering goods, wares, merchandise or services for sale or hire, in a thoroughfare or other public place and includes displaying goods, wares or merchandise for the purpose of offering them for sale or hire, inviting offer for sale or hire, soliciting orders or carrying out any other transactions therein, including the setting up of a stall or the conducting of business at a stall.

Division 2

10.2 Subject to the clause 10.8 of these local laws, no person other than a Community Association shall carry on trading in ay public place unless that person is acting in accordance with the specifications of a current licence including the conditions thereof issued under these local laws and for which all fees and charges have been paid.

10.3 An application for a licence or renewal of a licence shall be in writing in the form determined by the Council from time to time and be accompanied by the application fee.

10.4 The Council may grant the licence or renewal, or may refuse to grant the licence or renewal, having regard to –

i any relevant policy statements;

ii the desirability of the proposed activity;

iii the location of the proposed activity;

iv whether the needs of the District or the portion thereof for which the licence is sought are adequately catered for by established shops or by persons to whom licences have been issued.

v such other grounds as may be relevant in the circumstances.

10.5 The Council may issue a licence specifying such requirements, terms and conditions as in the opinion of the council are appropriate, and a breach of any such requirements, terms and conditions during the term of a licence shall be ground for cancellation of the licence in accordance with Section 9.1 of the Act.

10.6 The licence shall be in a form determined by the Council from time to time.

10.7 Fees and charges shall be calculated and payable in such manner as determined by the council from time to time in accordance with Section 6.16 (3) of the Act.

10.8 A license may be validly issued to a Community Association notwithstanding that it is exempt from the payment of appropriate fees and charges and a Community Association may validly carry on trading under a valid licence issued under this local law without having paid all fees and charges for that licence provided that the trading carried on by the Community Association is for the purpose of that Community Association and for no other purpose and in the event that the trading is not for those purposes, then the Community Association shall be liable to pay all charges and fees which it would have otherwise been liable to pay under this local law.

Shire of
Katanning
Heart of the Great Southern

COUNCIL POLICY

Local Planning Policy – Trading in Public Places

Policy No:	8.10
Policy Subject:	Local Planning Policy – Trading in Public Places
Purpose:	The purpose of this Policy is to provide direction to public traders and Shire staff in the processing of applications for trading in public places, in accordance with the Shire's Trading in Public Places Local Law.

Scope

This policy applies to trading in public places and includes **fixed locations**, **market operators** and **alfresco dining**.

Note: This Policy does not apply to trading proposals on private land.

Objectives

The objectives of this policy are as follows:

- Locate traders in suitable public places, considerate of the commercial needs of established shops.
- To provide a clear set of controls for operators to trade under.

Fixed Location Trading

1. Fixed location trading may only be permitted for a maximum of two years, at locations defined in accordance with Annexure A.

    - A fixed trading location becomes available for reallocation if the trader ceases trading for a period of six months or advises that they wish to cease trading.

2. Traders must ensure that the trading location is always kept clean and tidy.

    - The permit holder is responsible for the disposal of all litter associated with the provision of the goods or services and the cleaning of the permit location.
    - Traders must provide adequately sized bins for patrons' and business use and remove all rubbish from the approved location at the end of trade.

3. Traders shall depart from a trading location upon the direction of any person or body, authorised to carry out any works in the street, thoroughfare, local government property or public place in which the trader is situated.

4. Traders are to display the permit at all times while trading.

5. Traders shall not have any claim for compensation or damages because of any disruption to business.

6. Should trading be proposed during hours of darkness, adequate lighting is to be provided.

7. Two advertising signs are permitted at the location from which the business is conducted and shall not exceed 500mm in height nor 0.5 square metres in area. Signs are not to cause a nuisance or safety concern to pedestrians or vehicles. No permanent signage will be permitted in a public place.

8. Associated fixtures such as tables and chairs may be provided on-site at the discretion of the Shire.

Alfresco-Dining

1. Applications for alfresco dining may only be submitted by proprietors of existing food premises who wish to extend their service area onto the adjacent footpath in front of their premises.

2. A proprietor approved to operate an alfresco dining area is required to indemnify the Shire in writing against any action taken against the Shire by a person injured or suffering loss due to the presence of the alfresco dining area.

3. The boundaries of an approved alfresco dining area are to be marked and maintained by the registered proprietor. Tactile directional tiles, removable railings or planter boxes may be required by the Shire, at the business proprietor's expense, to provide delineation to a dining area for the visually impaired.

4. Tables and chairs used in the alfresco dining area must be located no closer than 600 millimetres from the adjacent kerb to allow passengers to alight from vehicles.

5. A minimum 1800mm unobstructed thoroughfare is always maintained for pedestrians.

6. All patrons and furniture must remain within the delineated boundaries of the alfresco dining area. Tables, chairs and other furniture associated with the alfresco dining facility should generally be removable and stored inside the premises following the close of business. More permanent furniture may be permitted subject to a development application and building permit (if required).

7. Two advertising signs are permitted at the location from which the business is conducted and shall not exceed 500mm in height nor 0.5 square metres in area. Signs are not to cause a nuisance or safety concern to pedestrians or vehicles. No permanent signage will be permitted in a public place.

Market Operators

1. Individual stalls operating at a market, other than stalls selling food, are covered by the market operator's licence - individual licencing fees will not be charged.

2. Stallholders proposing to operate a food stall, which will offer for sale to the public potentially hazardous food (e.g. sausage sizzles) are required to be registered under the provisions of the Food Act 2008.

3. All food products that are not for immediate consumption must be labelled in accordance with the relevant health regulations.

Application Requirements:

1. Fixed location traders, Alfresco Dining and market operators, require a permit in accordance with the Shires Trading in Public Places Local Law.

2. Complete a Permit Application and fee payment.

3. Include a cover letter explaining the proposal:

    - Proposed location
    - Details of goods/services sold
    - Expected hours of operation
    - Statement against the relevant provisions of this Policy (including how the application is consistent with community interest)

4. Include a Management Plan detailing the following information:

    - Details as to how amenity of the public place(s) will be maintained
    - Details as to how the potential for public nuisance will be minimised
    - Details on waste generation and method(s) for ensuring location/s remains clean, tidy and free of litter
    - Details on the provision of power, water, gas or other servicing requirements
    - Any other information deemed relevant by the Shire of Katanning

5. Include details of the vehicle and trailer (if relevant) to be used in the proposed operation (photo's), as well as a site plan detailing where the vehicle/trailer will be stored when not in operation.

6. Include a copy of current public liability insurance to the value of $20 million.

7. If food is sold, include a current copy of your *Food Act 2008* Certificate of Registration (noting the vehicles' internal fit-out must comply with the requirements of the *Food Regulations 2009*, applicable ASNZ Food Standards Codes and the Shire of Katanning Health Local Laws) is required.

Definitions

- **Approved Location** means a location from which vendors can trade with Shire approval.
- **Approved Event** means a Shire of Katanning event that has been approved under the Shire's approval process.
- **Food Stall** means a stall from which any perishable or potentially hazardous food (other than fruit or vegetables), is sold or offered for sale.
- **Food Van** means any vehicle, caravan, trailer or other similar mobile structure selling or offering for sale any food and/or drink (excluding alcoholic beverages).
- **Market** means premises used for the display and sale of goods from stalls, food vans or similar by independent vendors.
- **Potentially Hazardous Food** means all prepared or cooked food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, crustaceans, molluscs, gravy, cooked rice and pasta or ingredients capable of supporting the growth of infectious or toxigenic micro-organisms.
- **Public Place** includes:
    - Any thoroughfare or place which the public is allowed to use whether or not the thoroughfare is on private property.
    - Local government property.

- But it does not include premises on private property from which trading is lawfully conducted under a written law.

- **Stall** means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire.
- **Stallholder** means a person in charge of a stall.
- **Trader** means businesses or individuals seeking to use public land to operate a business or for financial gain.
- **Trader's Permit** means a person who sells food, goods and/or services from a vehicle parked temporarily on the road/public place while they are parked.
- **Trading in Public Places** refers to the long-term or periodic occupation of Shire-controlled land for the purposes of either selling or displaying goods or providing services to customers.

Legislation:

- Food Act 2008
- Food Regulations 2009
- Australia New Zealand Food Standards Code
- Activities on Thoroughfares and Public Places and Trading Local Law 2011
- Local Government Property Local Law 2011
- Environmental Protection (Noise) Regulations 1997

Resolution No:

Resolution Date:

Amended:

Source: Infrastructure and Assets

Date of review: Bi-annually

Review Responsibility: Chief Executive Officer

Shire of Katanning
Heart of the Great Southern

Permit Application Form

Application to conduct a street stall or other structure for the purposes of trading in a public place.

To the Chief Executive Officer, Shire of Katanning

I / we: ……………………………………………………………………………………

……………………………………………………………………………………………

(full name of applicant/s)

Of: ……………………………………………………………………………………….

…………………………………………………………………………………………….

(Residential address of applicant/s)

Business Name (as applicable): ……………………………………………………………

ABN: ………………………………………………………………………………
Applicant to produce a Certificate of Currency for public liability certificate to the value of $20,000,000.
(Copy of Public Liability Policy to be attached)

Type of structure (stall / van/ vehicle)

……………………………………………………………………………………………….

Location where the trader is to trade (address of location)

……………………………………………………………………………………………….

Registration number of vehicle: …………………………………………………………..

Number of trading days: ……………………………………………………………………

Trading dates of permit sought: …………………………………………………………

The permit holder indemnifies the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.

……………………………………………………… Date ………………
(signature of applicant)

Fees
Permit Application Fee: $130.00 per annum
Licence Fee Including Vans: $17.50 p/day
Licence Fee Including Vans: $115.00 p/week
Licence Fee Including Vans: $300.00 p/year

Shire of Katanning
Heart of the Great Southern

Annexure A: Fixed Trading Locations

LOCATION 1 – Corner Arbour St and Aberdeen St	
Trading Term	2 Years
Special Conditions	• Operating hours limited from 6.30am to 6.30pm • Max two vans, one at each location shown • Vans located to allow for safe traffic movement throughout

LOCATION 2 – Tourist/Caravan Rest Parking Area – Aberdeen St	
Trading Term	2 Years
Special Conditions	• Operating hours limited from 8am – 6pm • Max one van at any one time • Van located to allow for safe traffic movement throughout

LOCATION 3 – Corner of Bokarup St and Austral Tce	
Trading Term	2 Years
Special Conditions	• Operating hours limited from 6am – 6pm • Max two vans at any one time – one at each site identified by figure • Vans located to allow for safe traffic movement throughout

LOCATION 4 – Lions Park	
Trading Term	**2 Years**
Special Conditions	• **Operating hours limited from 9am – 5pm** • **Max three vans at any one time**

LOCATION 5 – Piesse Park	
Trading Term	2 Years
Special Conditions	• Operating hours limited from 9am – 5pm • Max two vans at any one time – one at each site identified by figure

Shire of Katanning
Heart of the Great Southern

COUNCIL POLICY

LOCAL PLANNING POLICY - TEMPORARY ACCOMMODATION

Policy No: 8.5

Definition - Temporary Accommodation
For the purposes of this Policy, temporary accommodation refers to a landowner living temporarily in a caravan (may include a 'tiny home' on wheels) or a tent, on their private property~~.~~, whilst preparing for and developing a dwelling for permanent accommodation.

Policy Objective
This policy provides guidance to support landholders seeking an approval for temporary accommodation (living in a caravan) on private property, whilst preparing for and developing a dwelling for permanent accommodation.

Scope
In accordance with the *Caravan Parks and Camping Grounds Regulations 1997,* a person may stay in temporary accommodation on a private property for up to 5 nights per 28-day consecutive period without a shire approval. A person proposing to stay in temporary accommodation on a property for more than 5 nights per 28 days consecutive period requires Shire approval.

~~Under the *Caravan Parks and Camping Grounds Regulations 1997*, a local government can consider applications to occupy a caravan or camp on private land for a period greater than 5 nights, subject to an application being made to the local government.~~

For the purpose of this Shire of Katanning Temporary Accommodation Policy, applications for temporary accommodation whilst building a dwelling, will only be considered for~~:~~ properties zoned 'Rural' or 'Rural Residential'.

- ~~Properties zoned 'Rural' or 'Rural Residential'; and~~
- ~~Landholders proposing to live temporarily at their private property, whilst preparing for and constructing a dwelling.~~

This policy is not applicable to a caravan park, which is a designated area of land that provides sites for the parking of caravans, park homes, or campsites, typically offering short-stay accommodation for leisure tourists. These parks are licensed under the *Caravan Parks and Camping Grounds Act 1995* and are subject to regulations regarding site usage, distances between structures, and the number of people allowed at each site.

Planning, Building and Environmental Health Approvals

Prior to obtaining temporary accommodation approval to live in a caravan on private land, the proponent is to ensure that Planning, Building and Environmental Health approvals have been granted for a dwelling, an outbuilding, a ~~135,000L (minimum)~~suitable supply of potable water (water tank or connection to mains supply) and an effluent disposal system.

The application for planning approval needs to include a dwelling. The Planning Approval controls the timing (24 months), to ensure that the outbuilding is developed in association with the dwelling. The outbuilding, water tank and effluent disposal system may be constructed prior to the dwelling. The purpose of the outbuilding is to store the materials/equipment for the dwelling construction and to allow for temporary accommodation (max 24 months).

The outbuilding is to include the development of a toilet, hand wash basin, bath and/or shower and laundry trough (located in the outbuilding). These facilities provide amenities for the Temporary Accommodation (living in caravan). The proposal for the outbuilding will need to include a floor plan to show the toilet, hand wash basin, bath and/or shower and laundry trough.

Outbuilding and Water Tank Development

Once Planning, Building and Environmental Health approvals have been obtained for the development of an outbuilding, water tank and effluent disposal system in association with a dwelling, development is to commence.

The outbuilding is to be developed to contain a toilet, hand wash basin, bath and/or shower and laundry trough.

The water tank and the effluent disposal system are to be developed, taking into consideration the later development of the dwelling.

Environmental Health Approvals

Once the outbuilding, water tank and effluent disposal system have been constructed, an application is to be made for Temporary Accommodation.

The attached Temporary Accommodation application form is to be filled out and submitted to the Shire, along with an application fee.

The following information is to be included in the application form:
Requirements on application:

1) A site plan being submitted to show the location of the proposed temporary accommodation (caravan) and the location of the existing developments – outbuilding, water tank and effluent disposal system.

Note: The temporary accommodation (caravan) is to be located to comply with boundary setback standards of the applicable zone, and at least 1.8 metres from any structures.

2) An evacuation plan being submitted outlining procedures to be adhered to in an emergency (e.g. bushfire).

Conditions of approval

1) The temporary accommodation is limited to a 24-month period. Within this period, the landowner is to undertake the development of a dwelling, in accordance with the planning and building approval process.

Note: The Environmental Health Officer may check to confirm that the toilet, hand wash basin, bath and/or shower and laundry trough are appropriate for use.

2) Cooking facilities being provided for in the temporary accommodation (caravan).
3) A smoke alarm being developed in the temporary accommodation (caravan).
4) The temporary accommodation (caravan) being located to comply with setback standards of the applicable zone, and at least 1.8 metres from any structures.

Approval Process

1) Upon receival of an application and fee, occupiers of adjacent properties will be notified in writing and responses will be considered prior to the approval of the Temporary Accommodation.
2) Environmental Health will assess the application, conduct an evaluation of the site, and issue a Temporary Accommodation permit (Attachment 2) subject to compliance with policy conditions.
3) Follow-up site assessments may be conducted throughout the duration of the approval period.
5) The period of temporary accommodation will be limited to 24-months.

Other

1) The temporary accommodation cannot be used as holiday rental or for tourism purposes.
2) Should the temporary accommodation cease prior to the expiry of the permit, the local government must be notified.
3) The Shire reserves the right to withdraw an approval, where a breach of an approval condition has occurred. No refund is applicable.

- PROCEDURE -

APPLICATION FOR TEMPORARY ACCOMMODATION

Customer enquiry received for temporary accommodation (living in a caravan on private property).

- If email, register and forward to Planner to provide response.
- If in person, put through to Planner via phone.

Planner to advise on process for considering temporary accommodation

~~Planning a~~Approval required for dwelling~~,~~ and outbuilding. ~~and~~ Approval required for water tank~~.~~ If no reticulated water.

Building Permit granted for ~~dwelling, outbuilding and water tank~~developments.

Environmental Health Approval granted for effluent disposal system.

Development~~-~~s constructed as required.~~completed for outbuilding, water tank and effluent disposal system~~.

Application considered and granted for Temporary Accommodation.

An outbuilding may be part of a development proposal that includes a dwelling, with the outbuilding intended to be constructed first, to store the materials/equipment for the dwelling construction. As there is a risk that the outbuilding may be constructed and used without a dwelling, conditions of development approval may be required to control the timing of construction to ensure that the outbuilding is developed in association with the dwelling.

The outbuilding is to include details for a toilet, hand wash basin, bath and/or shower and laundry trough.

Installation of effluent management system and ~~the~~ water tank where not retic water~~is to be min 135,000L~~

ATTACHMENT 1

Application Form for Temporary Accommodation

Applicant Details	
Landowner Name	
Current Residential Address	
Current Postal Address	
Contact Number	
Email Adress	

Property Address for this Application		
Lot No.		
Street No.		
Street Name		
Locality		
Zoning	Rural	Rural Residential

☐ Has a site plan been included to show the location of the proposed temporary accommodation and the location of developed incidental outbuilding, water tank and effluent disposal system.

☐ Has an evacuation plan been submitted outlining procedures to be adhered to in an emergency (e.g. bushfire).

Details for this Application	
What is the reason for needing temporary accommodation?	
Proposed period of stay (max 24 months).	
Describe Accommodation (include photo's)	
Will you be keeping animals (type and amount)?	

Kitchen facilities	
Describe the kitchen facilities available for use?	

Toilets and Showers	
Describe toilet and shower facilities?	

Laundry Facilities	
What laundry facilities will be provided for use?	

Declaration	
I/We declare that all details in this form are true and correct.	
Name of applicant	
Signature of applicant	Date
Name of owner	
Signature of owner	Date

ATTACHMENT 2

Caravan Parks and Camping Grounds Regulations 1997

APPROVAL NOTICE

TEMPORARY ACCOMMODATION

(Living in a Caravan on private property)

Location: Lot: Application date:
Description of proposed development: ....

....

The application for Temporary Accommodation is:

- ☐ Approved subject to the following conditions
- ☐ Refused for the following reason(s)

Conditions/reasons for refusal:

Condition Examples

1) *The temporary accommodation is limited to a 24-month period. This will give the landowner time to get a dwelling developed for occupation.*
2) *A toilet, hand wash basin, bath and/or shower and laundry trough being provided in the approved outbuilding (shed), to the satisfaction of the Shire.*
3) *Cooking facilities being provided for in the temporary accommodation (caravan).*
4) *A smoke alarm being developed in the temporary accommodation (caravan).*
5) *The temporary accommodation (caravan) being located to comply with setback standards of the applicable zone, and at least 1.8 metres from any structures.*

Date of determination: ....

Advice
1) The temporary accommodation cannot be used as holiday rental or for tourism purposes.
2) Should the temporary accommodation cease prior to the expiry of the permit, the local government must be notified.
3) The Shire reserves the right to withdraw an approval, where a breach of an approval condition has occurred. No refund is applicable.

Signed: ....

Dated: .... for and on behalf of the City/Town/Shire of: ....

Legislation:	*Planning and Development (Local Planning Schemes) Regulations 2015*
Resolution No:	Ordinary Council ?
Resolution Date:	September 2025
Amended:	September 2025
Source:	Town Planning
Date of Review:	September 2026
Review Responsibility:	General Manager Operations

Shire of Katanning
Heart of the Great Southern

COUNCIL POLICY

LOCAL PLANNING POLICY - TEMPORARY ACCOMMODATION

Policy No: **8.5**

Definition - Temporary Accommodation
For the purposes of this Policy, temporary accommodation refers to a landowner living temporarily in a caravan (may include a 'tiny home' on wheels) or a tent, on their private property, whilst preparing for and developing a dwelling for permanent accommodation.

Policy Objective
This policy provides guidance to support landholders seeking an approval for temporary accommodation (living in a caravan) on private property, whilst preparing for and developing a dwelling for permanent accommodation.

Scope
In accordance with the *Caravan Parks and Camping Grounds Regulations 1997,* a person may stay in temporary accommodation on a private property for up to 5 nights per 28-day consecutive period without a shire approval. A person proposing to stay in temporary accommodation on a property for more than 5 nights per 28 days consecutive period requires Shire approval.

For the purpose of this Shire of Katanning Temporary Accommodation Policy, applications for temporary accommodation whilst building a dwelling, will only be considered for properties zoned 'Rural' or 'Rural Residential'.

This policy is not applicable to a caravan park, which is a designated area of land that provides sites for the parking of caravans, park homes, or campsites, typically offering short-stay accommodation for leisure tourists. These parks are licensed under the *Caravan Parks and Camping Grounds Act 1995* and are subject to regulations regarding site usage, distances between structures, and the number of people allowed at each site.

Planning, Building and Environmental Health Approvals
Prior to obtaining temporary accommodation approval to live in a caravan on private land, the proponent is to ensure that Planning, Building and Environmental Health approvals have been granted for a dwelling, an outbuilding, a suitable supply of potable water (water tank or connection to mains supply) and an effluent disposal system.

The application for planning approval needs to include a dwelling. The Planning Approval controls the timing (24 months), to ensure that the outbuilding is developed in association with the dwelling. The outbuilding, water tank and effluent disposal system may be constructed prior to the dwelling. The purpose of the outbuilding is to store the materials/equipment for the dwelling construction and to allow for temporary accommodation (max 24 months).

The outbuilding is to include the development of a toilet, hand wash basin, bath and/or shower and laundry trough (located in the outbuilding). These facilities provide amenities for the Temporary Accommodation (living in caravan). The proposal for the outbuilding will need to include a floor plan to show the toilet, hand wash basin, bath and/or shower and laundry trough.

Outbuilding and Water Tank Development

Once Planning, Building and Environmental Health approvals have been obtained for the development of an outbuilding, water tank and effluent disposal system in association with a dwelling, development is to commence.

The outbuilding is to be developed to contain a toilet, hand wash basin, bath and/or shower and laundry trough.

The water tank and the effluent disposal system are to be developed, taking into consideration the later development of the dwelling.

Environmental Health Approvals

Once the outbuilding, water tank and effluent disposal system have been constructed, an application is to be made for Temporary Accommodation.

The attached Temporary Accommodation application form is to be filled out and submitted to the Shire, along with an application fee.

The following information is to be included in the application form:

<u>Requirements on application:</u>

1) A site plan being submitted to show the location of the proposed temporary accommodation (caravan) and the location of the existing developments – outbuilding, water tank and effluent disposal system.

> Note: The temporary accommodation (caravan) is to be located to comply with boundary setback standards of the applicable zone, and at least 1.8 metres from any structures.

2) An evacuation plan being submitted outlining procedures to be adhered to in an emergency (e.g. bushfire).

Conditions of approval

1) The temporary accommodation is limited to a 24-month period. Within this period, the landowner is to undertake the development of a dwelling, in accordance with the planning and building approval process.

Note: The Environmental Health Officer may check to confirm that the toilet, hand wash basin, bath and/or shower and laundry trough are appropriate for use.

2) Cooking facilities being provided for in the temporary accommodation (caravan).
3) A smoke alarm being developed in the temporary accommodation (caravan).
4) The temporary accommodation (caravan) being located to comply with setback standards of the applicable zone, and at least 1.8 metres from any structures.

Approval Process

1) Upon receival of an application and fee, occupiers of adjacent properties will be notified in writing and responses will be considered prior to the approval of the Temporary Accommodation.
2) Environmental Health will assess the application, conduct an evaluation of the site, and issue a Temporary Accommodation permit (Attachment 2) subject to compliance with policy conditions.
3) Follow-up site assessments may be conducted throughout the duration of the approval period.
5) The period of temporary accommodation will be limited to 24-months.

Other

1) The temporary accommodation cannot be used as holiday rental or for tourism purposes.
2) Should the temporary accommodation cease prior to the expiry of the permit, the local government must be notified.
3) The Shire reserves the right to withdraw an approval, where a breach of an approval condition has occurred. No refund is applicable.

- PROCEDURE -

APPLICATION FOR TEMPORARY ACCOMMODATION

Customer enquiry received for temporary accommodation (living in a caravan on private property).

- If email, register and forward to Planner to provide response.
- If in person, put through to Planner via phone.

Planner to advise on process for considering temporary accommodation

⇩

Approval required for dwelling and outbuilding. Approval required for water tank if no reticulated water.

⇩

Building Permit granted for developments.

⇩

Environmental Health Approval granted for effluent disposal system.

⇩

Developments constructed as required.

⇩

Application considered and granted for Temporary Accommodation.

⇨

An outbuilding may be part of a development proposal that includes a dwelling, with the outbuilding intended to be constructed first, to store the materials/equipment for the dwelling construction. As there is a risk that the outbuilding may be constructed and used without a dwelling, conditions of development approval may be required to control the timing of construction to ensure that the outbuilding is developed in association with the dwelling.

⇩

The outbuilding is to include details for a toilet, hand wash basin, bath and/or shower and laundry trough.

⇩

Installation of effluent management system and water tank where not retic water.

ATTACHMENT 1

Application Form for Temporary Accommodation

Applicant Details	
Landowner Name	
Current Residential Address	
Current Postal Address	
Contact Number	
Email Adress	

Property Address for this Application		
Lot No.		
Street No.		
Street Name		
Locality		
Zoning	Rural	Rural Residential

☐ Has a site plan been included to show the location of the proposed temporary accommodation and the location of developed incidental outbuilding, water tank and effluent disposal system.

☐ Has an evacuation plan been submitted outlining procedures to be adhered to in an emergency (e.g. bushfire).

Details for this Application	
What is the reason for needing temporary accommodation?	
Proposed period of stay (max 24 months).	
Describe Accommodation (include photos)	
Will you be keeping animals (type and amount)?	

Kitchen facilities	
Describe the kitchen facilities available for use?	

Toilets and Showers	
Describe toilet and shower facilities?	

Laundry Facilities	
What laundry facilities will be provided for use?	

Declaration	
I/We declare that all details in this form are true and correct.	
Name of applicant	
Signature of applicant	Date
Name of owner	
Signature of owner	Date

ATTACHMENT 2

Caravan Parks and Camping Grounds Regulations 1997

APPROVAL NOTICE

TEMPORARY ACCOMMODATION

(Living in a Caravan on private property)

Location: Lot: Application date:
Description of proposed development: ....

....

The application for Temporary Accommodation is:

- ☐ Approved subject to the following conditions
- ☐ Refused for the following reason(s)

Conditions/reasons for refusal:

Condition Examples

1) *The temporary accommodation is limited to a 24-month period. This will give the landowner time to get a dwelling developed for occupation.*
2) *A toilet, hand wash basin, bath and/or shower and laundry trough being provided in the approved outbuilding (shed), to the satisfaction of the Shire.*
3) *Cooking facilities being provided for in the temporary accommodation (caravan).*
4) *A smoke alarm being developed in the temporary accommodation (caravan).*
5) *The temporary accommodation (caravan) being located to comply with setback standards of the applicable zone, and at least 1.8 metres from any structures.*

Date of determination: ....

Advice

1) The temporary accommodation cannot be used as holiday rental or for tourism purposes.
2) Should the temporary accommodation cease prior to the expiry of the permit, the local government must be notified.
3) The Shire reserves the right to withdraw an approval, where a breach of an approval condition has occurred. No refund is applicable.

Signed: ....

Dated: .... for and on behalf of the City/Town/Shire of: ....

Legislation:	*Planning and Development (Local Planning Schemes) Regulations 2015*
Resolution No:	Ordinary Council (OC)
Resolution Date:	November 2025
Amended:	November 2025
Source:	Town Planning
Date of Review:	November 2026
Review Responsibility:	General Manager Operations

Schedule of Submissions – Temporary Accommodation – Local Planning Policy

No.	Adress	Comments Received	Shire Comment
1.	Owen Paynter, 17 Prosser St Katanning paynterbert@gmail.com	1. Remove the requirement to fit septic tank or other approved disposal systems until the home is built. Instead, allow cassette toilets, to be emptied at a designated point daily or as required. 2. Remove the requirement for a water tank if the property is connected to mains water supply from Watercorp. 3. The draft policy is so unreasonable. Very few people will bother to build new homes resulting in a worsening of the town housing crisis.	1. Dismiss An approved effluent disposal system is required for the dwelling and would suffice the management of effluent required whilst living in a caravan for up to 24 months. 2. Uphold Remove the requirement for a water tank if the property is connected to mains water supply from Watercorp. 3. Noted Due to difficulties associated with renting a property whilst building a home, the policy allows for the living in a caravan whilst building a dwelling at the same property.

Nurul Abdullah

From: bert paynter <paynterbert@gmail.com>
Sent: Thursday, 31 July 2025 3:53 PM
To: Shire of Katanning
Subject: Fwd: Draft temporary accommodation policy submission

Further submission.... you must remove the requirement for a water tank of ..00000...litres IF the property is connected to mains water supply from Watercorp.
I ask who drafted the draft policy? Is it just a paste from some other council? It really does need my amendments added if you want real world outcomes in our town low number house building crisis. It is just pathetic to fit a septic system before a home slab is poured. Wake up, take advice from me, I've built 4 new homes on rural and special rural in katanning, Cuballing and Broomehill. I say it is time for common-sense. Owen Paynter

---------- Forwarded message ---------
From: **bert paynter** <paynterbert@gmail.com>
Date: Thu, 31 July 2025, 3:27 pm
Subject: Fwd: Draft temporary accommodation policy submission
To: Katanning Admin <admin@katanning.wa.gov.au>

Attention to Chief Executive officer

---------- Forwarded message ---------
From: **bert paynter** <paynterbert@gmail.com>
Date: Thu, 31 July 2025, 3:25 pm
Subject: Fwd: Draft temporary accommodation policy submission
To: Katanning Admin <admin@katanning.wa.gov.au>

I state my reason for you to allow my suggestions is that because your draft is so unreasonable, very few people will bother to build new homes resulting in a worsening of the town housing crisis

---------- Forwarded message ---------
From: **bert paynter** <paynterbert@gmail.com>
Date: Thu, 31 July 2025, 3:18 pm
Subject: Draft temporary accommodation policy submission
To: Katanning Admin <admin@katanning.wa.gov.au>

https://www.health.wa.gov.au/Articles/A_E/Approved-wastewater-systems
I hereby lodge a submission. I include screenshot of allowed wastewater disposal by Health WA
1. You must include all of the allowed systems.
2. You should allow above ground disposal of laundry and bath/ shower water a min distance of 15m from caravan.
3. Allow cassette toilets, to be emptied at a designated point daily or as required.
4. Remove the requirement to fit septic tank or other approved disposal systems until the home is built.

I am affected as a home owner, and will be adversely affected if my alterations are not made because very few new buildings will eventuate unless my above suggestions are ignored. Your council has failed to enforce no shiny tin fences and sheds for years, even though you precluded such since 2002

Owen Paynter, 17 prosser st katanning wa ph 0480175751

Shire of Katanning
Heart of the Great Southern

COUNCIL POLICY

LOCAL PLANNING POLICY - OUTBUILDINGS

Policy No: 8.7

Definition - Outbuilding

An outbuilding is "an enclosed non-habitable structure that is detached from any dwelling."

Class 10 Structure, as per the National Construction Codes

Policy Objective

The objective of this Policy is to ensure outbuildings:

1) Are appropriately designed and located to allow landowners to have reasonable and effective use of their land whilst minimising the impact on the streetscape and surrounding properties.
2) Are developed consistent with the objectives for the particular zones of the scheme.

Scope

~~A shed cannot be characterised as an outbuilding if there is no association with a habitable dwelling on the same lot~~As per the definition, an outbuilding needs to be developed in association with a dwelling. ~~However, an outbuilding may be part of a development proposal that includes a dwelling, with the~~The outbuilding ~~intended to~~may be constructed ~~first~~prior to the dwelling, to store the materials/equipment for the dwelling construction. As there is a risk that the outbuilding may be constructed and used without a dwelling, conditions of development approval may be required to control the timing of construction to ensure that the outbuilding is developed in association with the dwelling.

~~Outbuildings~~ Class 10 structures constructed in association with other land uses (e.g. commercial ~~a~~ or light industrial~~y~~ activities), ~~would be best described as 'warehouse / storage'. These types of outbuilding~~ do not apply to this policy.

A ~~non-habitable~~ structure, which is physically attached to a dwelling (e.g. ~~lean-too~~carport), is not considered to be an outbuilding.

For the purpose of this policy, garages and carports detached from a dwelling, are considered outbuildings.

A shipping container used to store materials in association with a dwelling is considered an outbuilding.

Planning Approval

Residential, Commercial, Urban Development and Enterprise zones

Planning approval for an outbuilding is not required if your property is in the Residential, Commercial, Urban Development or Enterprise zone and meets the following requirements:

- A dwelling exists on the property
- Collectively outbuildings do not exceed 100m^2 in area or 10% in aggregate of the site area, whichever is less
- Wall height does not exceed 3.6m (measured from the natural ground level)
- Ridge height does not exceed 4.6m (measured from the natural ground level)
- The outbuilding is not within the primary or secondary street setback area
- The outbuilding is setback a metre or more from the side and rear boundaries
- Outbuildings in the Commercial zone, complement the scale and articulation of existing buildings
- In the case of a shipping container, engineer certification is provided for anchoring to the ground
- The property is not Heritage Listed

Compliance with the above standards can be determined as a preliminary planning assessment process (via planning officer) and via review of a Building Permit application.

If your proposal does not meet the above requirements, then an application will need to be made for planning approval. An application form and fee is to be submitted and accompanied by:

1) Cover letter with reasons for variation
2) Site plan showing existing and proposed development, with setbacks to boundaries
3) Elevation and floor plan details
4) Material type and colour scheme
5) Certificate of Title

Rural, Rural Residential and Rural Smallholdings zones

Planning approval is required for an outbuilding in the Rural, Rural Residential and Rural Smallholdings zones and the following criteria is to be complied with:

1) Either a dwelling exists on the property, or the outbuilding is part of a development proposal that includes a dwelling.
2) For the Rural zone, the following min boundary setbacks apply:

a) Front boundary - 50m
b) Side and rear boundaries – 15m

3) For the Rural Residential and Rural Smallholdings zones, the following min boundary setbacks apply:
   a) Front boundary - 15m
   b) Side and rear boundaries – 10m
4) The development of a shipping container (outbuilding) is to include engineer certification for anchoring to the ground.
5) Outbuildings are to be constructed using materials that blend into the surrounding landscape. Wall and roof colours that are highly visible or reflective such as unpainted zincalume or off-white colours are not permitted.
6) Maximum building heights and floor areas are as follows:

Zoning	Max wall height	Max ridge height	Max cumulative floor area
Rural	4.2m	4.8m	300
Rural Residential	4.2m	4.8m	200
Rural Smallholdings	4.2m	4.8m	200

Building Approval

1) Other than for an outbuilding which is free standing with a floor area not exceeding 10m^2 and 2.4m in height, all outbuildings require a Building Permit.
2) Wind forces are a critical consideration in the construction of these structures. The construction should ensure an adequate safety margin to prevent the building being lifted off its supporting foundations. To resist these forces, it is necessary to have an anchorage system. The structural adequacy of these structures is generally proven by calculation verified by a qualified structural engineer.

Legislation:	*Planning and Development (Local Planning Schemes) Regulations 2015*	
Resolution No:	Ordinary Council	OC?/?/?
Resolution Date:	September 2025	
Amended:	September 2025	
Source:	Town Planning	
Date of review:	September 2026	
Review Responsibility:	General Manager Operations	

COUNCIL POLICY

LOCAL PLANNING POLICY - OUTBUILDINGS

Policy No: 8.7

Definition - Outbuilding

An outbuilding is “an enclosed non-habitable structure that is detached from any dwelling.”

Class 10 Structure, as per the National Construction Codes.

Policy Objective

The objective of this Policy is to ensure outbuildings:

1) Are appropriately designed and located to allow landowners to have reasonable and effective use of their land whilst minimising the impact on the streetscape and surrounding properties.
2) Are developed consistent with the objectives for the particular zones of the scheme.

Scope

As per the definition, an outbuilding must be developed in association with a dwelling. The outbuilding may be constructed prior to the dwelling, to store the materials/equipment for the dwelling construction. As there is a risk that the outbuilding may be constructed and used without a dwelling, conditions of development approval may be required to control the timing of construction to ensure that the outbuilding is developed in association with the dwelling.

Class 10 structures constructed in association with other land uses (e.g. commercial or light industrial activities), do not apply to this policy.

A structure, which is physically attached to a dwelling (e.g. carport), is not considered to be an outbuilding.

For the purpose of this policy, garages and carports detached from a dwelling, are considered outbuildings.

A shipping container used to store materials in association with a dwelling is considered an outbuilding.

Planning Approval

Residential, Commercial, Urban Development and Enterprise zones

Planning approval for an outbuilding is not required if your property is in the Residential, Commercial, Urban Development or Enterprise zone and meets the following requirements:

- A dwelling exists on the property
- Collectively outbuildings do not exceed $100m^2$ in area or 10% in aggregate of the site area, whichever is less
- Wall height does not exceed 3.6m (measured from the natural ground level)
- Ridge height does not exceed 4.6m (measured from the natural ground level)
- The outbuilding is not within the primary or secondary street setback area
- The outbuilding is setback a metre or more from the side and rear boundaries
- Outbuildings in the Commercial zone, complement the scale and articulation of existing buildings
- In the case of a shipping container, engineer certification is provided for anchoring to the ground
- The property is not Heritage Listed

Compliance with the above standards can be determined as a preliminary planning assessment process (via planning officer) and via review of a Building Permit application.

If your proposal does not meet the above requirements, then an application will need to be made for planning approval. An application form and fee is to be submitted and accompanied by:

1) Cover letter with reasons for variation
2) Site plan showing existing and proposed development, with setbacks to boundaries
3) Elevation and floor plan details
4) Material type and colour scheme
5) Certificate of Title

Rural, Rural Residential and Rural Smallholdings zones

Planning approval is required for an outbuilding in the Rural, Rural Residential and Rural Smallholdings zones and the following criteria is to be complied with:

1) Either a dwelling exists on the property, or the outbuilding is part of a development proposal that includes a dwelling.
2) For the Rural zone, the following min boundary setbacks apply:
   a) Front boundary - 50m
   b) Side and rear boundaries – 15m
3) For the Rural Residential and Rural Smallholdings zones, the following min boundary setbacks apply:
   a) Front boundary - 15m

b) Side and rear boundaries – 10m

4) The development of a shipping container (outbuilding) is to include engineer certification for anchoring to the ground.

5) Outbuildings are to be constructed using materials that blend into the surrounding landscape. Wall and roof colours that are highly visible or reflective such as unpainted zincalume or off-white colours are not permitted.

6) Maximum building heights and floor areas are as follows:

Zoning	**Max wall height**	**Max ridge height**	**Max cumulative floor area**
Rural	4.2m	4.8m	300
Rural Residential	4.2m	4.8m	200
Rural Smallholdings	4.2m	4.8m	200

Building Approval

1) Other than for an outbuilding which is free standing with a floor area not exceeding $10m^2$ and 2.4m in height, all outbuildings require a Building Permit.

2) Wind forces are a critical consideration in the construction of these structures. The construction should ensure an adequate safety margin to prevent the building being lifted off its supporting foundations. To resist these forces, it is necessary to have an anchorage system. The structural adequacy of these structures is generally proven by calculation verified by a qualified structural engineer.

Legislation:	*Planning and Development (Local Planning Schemes) Regulations 2015*	
Resolution No:	Ordinary Council	OC
Resolution Date:	November 2025	
Amended:	November 2025	
Source:	Town Planning	
Date of review:	September 2026	
Review Responsibility:	General Manager Operations	

TERMS OF REFERENCE

Katanning Art Centre Group

1. OBJECTIVES

The Katanning Art Centre Group is a working group of volunteers for Katanning Gallery Support within the Shire of Katanning. The Working Group aims to promote the visual arts and assist with Gallery operations. The Art Centre Group does not have formal or legal power to make decisions or act on behalf of the Shire.

2. FUNCTION

The Katanning Art Centre Working Group will:

- Promote Art and Artists within the town of Katanning and the surrounding regions.
- Support and assist the running of the Katanning Gallery, in form of setting up and packing down Gallery exhibitions where applicable.
- Correspond with, advise, and support the Gallery Coordinator in the operational and strategic activities of the Katanning Gallery.
- Maintain a custodial watch over the Katanning Shire Collection.

3. MEMBERSHIP

- Membership is open at any time. Interested people can self-nominate by filling in a volunteer application form and submitting it to the Katanning Gallery Coordinator.
- Members must go through and sign the Shire of Katanning Code of Conduct with the Gallery Coordinator.
- Membership will be reviewed annually and may be rolled over with the existing member's permission.
- Members may resign from the group at any time by providing verbal or written notice to the Gallery Coordinator at least one week prior to exiting.

4. MANAGEMENT

- Meetings will be facilitated by the Gallery Coordinator.
- A minimum of three (3) Katanning Art Centre members must be present for a meeting to proceed.
- All members must abide by the Shire of Katanning Code of Conduct, which will be provided upon joining.
    - Breaches will be addressed by the Gallery Coordinator.
    - Members will have the opportunity to respond to any alleged breach following a formal warning.
    - Removal from the group will depend on the seriousness of the breach or the number of prior warnings.

5. BEHAVIOUR
All Katanning Art Centre Group members must:

- Treat fellow members, Shire Staff, and the public with respect, courtesy, and professionalism, free from harassment.
- Always act with honesty and integrity.
- Conduct themselves in a manner free from discrimination, bullying, and harassment.

6. FINANCE
Katanning Art Centre Group does not have the authority to commit the Shire of Katanning, or any other association, organisation, group, or individual, to any financial expenditure without formal Shire endorsement.

7. MEETINGS

- Meetings will be held bi - monthly, excluding school holidays, at the Katanning Library Community Room, unless otherwise advised.
- Meeting frequency may vary depending on demand or upcoming Gallery activities.

8. MINUTES

- The designated minute-taker will:
  - Prepare meeting agendas.
  - Record and file minutes detailing all business discussed.
  - File minutes to the F Drive (or designated location) before distributing to members.

Shire of
Katanning

WORKFORCE PLAN

2025 - 2029

ACKNOWLEDGEMENT

We respectfully acknowledge the Goreng Noongar people, who are the traditional custodians of this land. We pay our respect to Elders past, present and emerging and acknowledge their continuing culture and the contribution they make to our region.

HARMONY

We have a friendly, compassionate and inclusive organisation; where everyone feels accepted, valued and respected. We embrace diversity and encourage everyone to participate and contribute.

COMMUNITY FIRST

We are respectful, attentive and responsive. Through informed decision making and committed leadership, we listen and welcome suggestions to better serve our community.

OUR VISION

“A safe, sustainable, and prosperous community. We celebrate and celebrate our diverse Culture.”

INTEGRITY

We uphold high standards in our work, we are dedicated, and we do what is right, even when it's challenging. We build trust through honesty and transparency in all actions and decisions.

INNOVATIVE

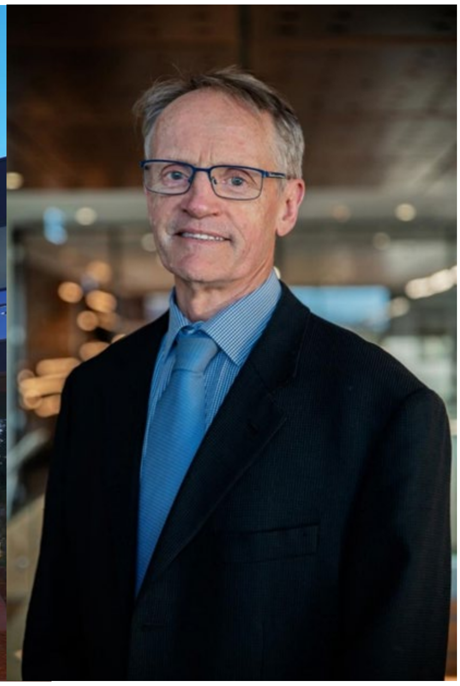
We embrace new ideas, we are adaptive, creative, efficient and achieve excellence together.

SAFETY FIRST

We prioritise safety and take accountability for the safety of our team mates as well as ourselves. Through cooperation, a positive attitude, and genuine care, we ensure a safe and enjoyable workplace.

CONTENTS

MESSAGE FROM THE CHIEF EXECUTIVE OFFICER



The Shire of Katanning's workforce is central to delivering quality services, to maintaining community assets and delivering new projects that meet the needs and expectations of our community. This Workforce Plan outlines how we will support our staff including through an organisational structure and resourcing plan that aligns with the timely delivery of these community expectations.

The services delivered by the Shire of Katanning are diverse and require a very wide range of skills. Attracting and maintaining this skill set is continually challenged by external forces and this plan highlights the strategies we will employ to mitigate this challenge and include our commitment to staff training, to providing higher opportunities to existing staff through objective performance review and succession planning and through contemporary recognition and reward structures.

The development of this plan is underpinned by our commitment to respect and value the contribution made by our ratepayers to the Council's operation and the importance of efficiency in everything we do and every service we provide.

This Workforce Plan also embeds the values recently adopted by our staff and councillors—Safety, Harmony, Integrity, Innovation, and Community First. These values are at the core of everything we do, guiding our decision-making, shaping our workplace culture and ensuring our focus remains firmly on serving the best interests of Katanning's community.

Peter Klein
CHIEF EXECUTIVE OFFICER

Legislative Context

In 2011, in response to the increasing and diverse challenges facing Local Government, Integrated Planning and Reporting requirements were added to the regulatory requirements of the WA Local Government Act.

Overview of the Integrated Planning and Reporting (IPR) Framework

Strategic Community Plan (SCP): identifies the community's main aspirations and priorities for the future and outlines objectives and performance measures.

Corporate Business Plan (CBP): articulates the activities to be undertaken over the next four years to achieve the agreed short and long-term goals and outcomes of the SCP. This plan is where strategy meets execution.

Long Term Financial Plan (LTFP): outlines the finances needed to resource the CBP in the first four years and potential revenues and expenses required or predicted for at least the next six years. This plan serves to inform and resource the IPR activities.

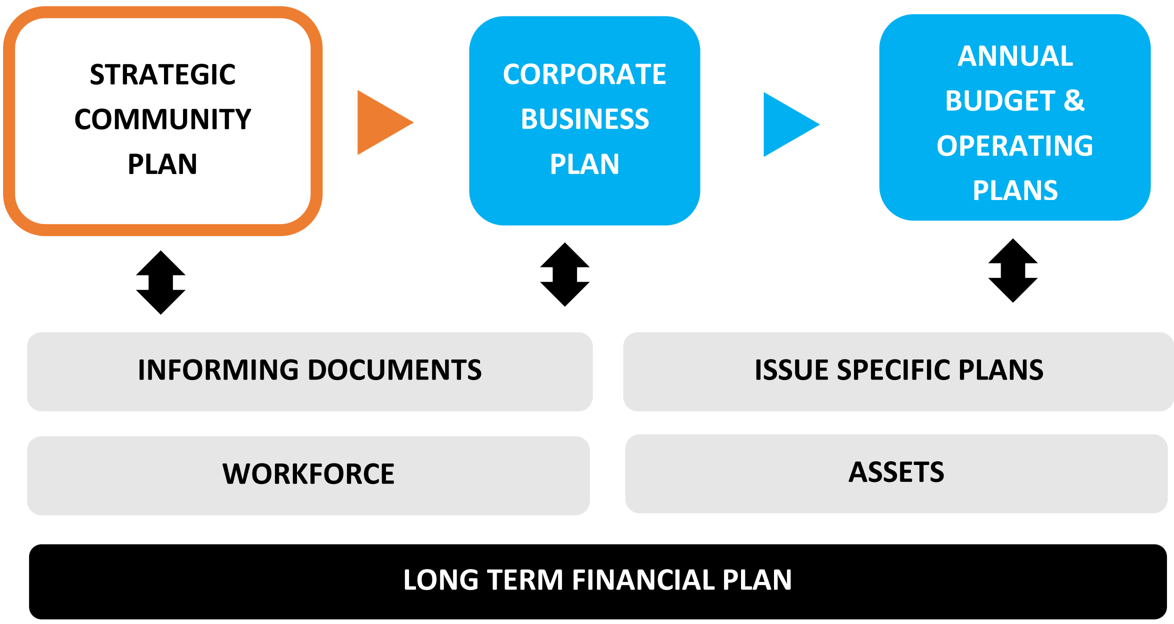
Asset Management Plan (AMP): Records the Shire assets, service levels, activities and strategies to ensure physical assets and infrastructure are appropriately managed and maintained, and how they will be disposed of or replaced at the end of their lifecycle.

Workforce Plan (WFP): identifies and reports on workforce capacity and capability to meet current and future needs of the of the Shire and its Community. It identifies gaps or risks in the current and future workforce and outlines strategies to address them.

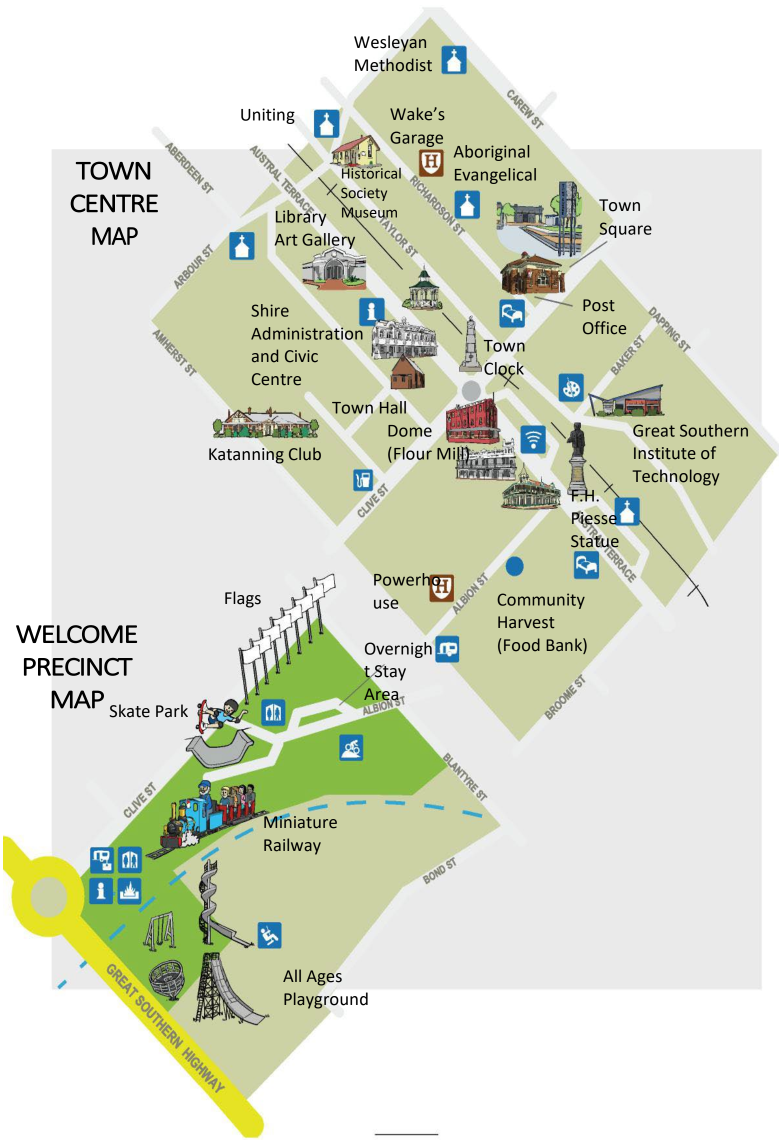
This ensures the right people are in the right place at the right time to deliver the required functions, services, facilities and legislative requirements. It also aims to build resilience to allow the Shire to respond to the changing environment or issues arising from external pressures. This information will inform the LTFP and the AMP, to ensure the financial and physical resources of the workforce plan are included in those plans and planning activities.

The methodology used to develop this plan has followed the principles and practices of the Department of Local Government's Workforce Planning Toolkit. (As outlined in the lower diagram) http://integratedplanning.dlg.wa.gov.au.

The workforce plan will be used to guide recruitment, retention and workforce growth, development or changes over the term of its life.



THE EXTERNAL ENVIRONMENT



Shire of Katanning

Katanning is centrally located in the 'heart' of the Great Southern and offers the advantage of a rural lifestyle, with the convenience of easy access to the cities of Perth, Albany and Bunbury. The Katanning Shire covers an area of 1,523km2.

While the area is essentially agricultural, the town is a regional centre and offers a range of recreation and leisure facilities, government, health and education services, and a diverse retail and business district. Katanning has approximately 400 registered businesses including retail, health, and service businesses which provide for Katanning residents and the surrounding shires of Woodanilling, Broomehill-Tambellup, Wagin, Kojonup, Dumbleyung, Gnowangerup and Kent.

The agricultural industry is the largest generator of employment in Katanning, producing cereal and grain crops, wool, sheep and cattle as well as secondary agricultural industries. The local abattoir, The Western Australian Meat Marketing Co-operative (WAMMCO), operates an internationally acclaimed halal abattoir and is the largest single employer in the community. Other major employers include Government services such as the Regional Hospital, three Primary schools, a Senior High school and other State Government Agencies. The saleyard in Katanning is the largest covered sheep selling saleyard in the Southern Hemisphere. The sheep saleyard has the ability to yard 26,000 sheep per sale.

> ***"Katanning is centrally located in the heart of the Great Southern"***

General Snapshot – People and Population

Ref ABS Census 2021

4,057

Katanning's Population Census 2021

1,831

Total number of private dwelling Census 2021

51.4%

Total number of male Census 2021

48.6%

Total number of female Census 2021

$1,343

Median weekly household income Census 2021

$200

Median Weekly rent Census 2021

Languages Used at Home

- English 71.5%
- Malay 4.5%
- KAREN 4.3%
- Burmese 1.2%
- Afrikaans 0.9%
- Hazaraghi 0.9%

Top Industry of Employment

- Meat Processing 13.7%
- **Primary Education 4.6%**
- Hospitals 4.6%
- Grain Sheep/Grain Beef Cattle Farming 4%
- Supermarket & Grocery Stores 3.5%

ANCESTRY - TOP RESPONES CENSUS 2021

Australian 34.1%
English 32.4%
Australian Aboriginal 8.0%
Scottish 6.0%
Irish 5.3%

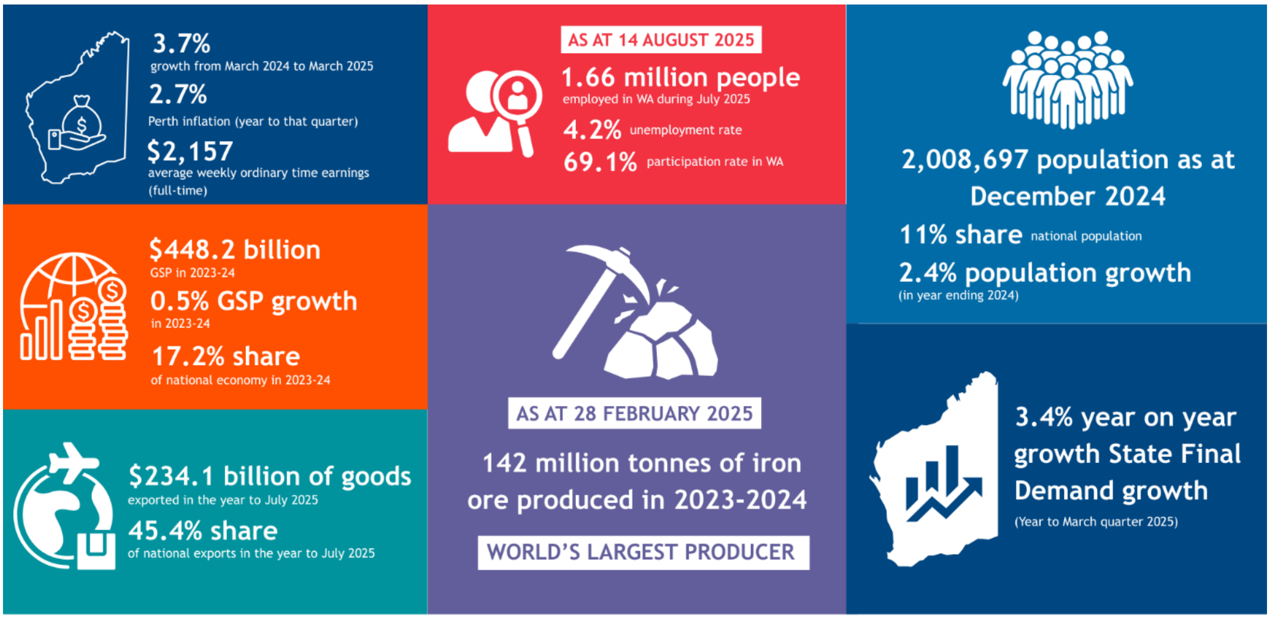
The Katanning community is diverse in all aspects and particularly prides itself on its multicultural diversity. It is recognised as one of the most culturally diverse communities in Western Australia and became a refugee welcome zone in 2014. As well as having a large Indigenous community, Katanning is home to Malay, Indonesian, Afghan, Chinese, Karen and many other cultures, all coming together to creating a culturally diverse community. To celebrate this, the Shire of Katanning hosts the Katanning Harmony Festival each March as part of WA Harmony Week

Significant Local Events

- Katanning Harmony Festival
- Katanning Agricultural Annual Show
- Taste Great Southern
- Bloom Festival
- Smoke Till You Choke Burnouts

HIGHLIGHTS OF WA ECONOMY AND EMPLOYMENT ENVIRONMENT

As at July 2025, there were 1.66 million people employed compared to 1.51 million last year, 4.2% unemployment which is the lowest rate in the country. The population growth was 2.4% in 2024. Over the last 10 years, WA has experienced average annual population growth of 1.3% .



Highlights of WA economy as at September 2025

Data as at 20 November 2024 (2024-2025 release date November 2025)

Source: Department of Treasury – Highlights of WA Economy

KATANNING EMPLOYMENT ENVIRONMENT

Count of Employed Persons Aged 15 Years and Over Residing in Katanning

	2011			*2016*			*2021*		
	Males	Females	Total	Males	Females	Total	Males	Females	Total
Managers	270	132	393	231	121	357	217	110	326
Professionals	88	157	248	87	148	235	71	155	225
Technicians and Trades Workers	256	52	306	231	44	273	235	53	291
Community and Personal Service Workers	34	126	156	28	125	150	40	150	195
Clerical and Administrative Workers	24	164	195	21	156	172	35	162	201
Sales Workers	65	92	160	65	91	154	68	85	155
Machinery Operators and Drivers	103	12	109	112	17	132	118	12	133
Labourers	232	152	386	296	152	445	325	151	470
Inadequately described/Not stated	26	15	46	28	9	39	27	13	40
Total	**1,096**	**897**	**1,989**	**1096**	**866**	**1962**	**1123**	**899**	**2026**

Industry of Employment for Persons Aged 15 Years and Over Residing in Katanning

******BS 2021 Census*

	2011			*2016*			*2021*		
	Males	Females	Total	Males	Females	Total	Males	Females	Total
Agriculture, Forestry and Fishing	247	88	332	262	104	363	270	98	365
Mining	31	5	36	19	0	21	25	0	22
Manufacturing	153	51	205	85	30	110	219	63	282
Electricity, Gas, Water and Waste Services	25	0	30	27	4	23	24	0	26
Construction	83	14	98	60	8	72	79	10	91
Wholesale Trade	109	56	170	200	69	261	66	30	93
Retail Trade	89	122	210	70	117	188	76	99	175
Accommodation and Food Services	14	49	66	19	49	65	30	67	99
Transport, Postal and Warehousing	60	17	81	60	20	83	47	25	69
Information Media and Telecommunications	5	3	7	4	3	6	0	0	6
Financial and Insurance Services	9	31	40	9	20	27	8	14	21
Rental, Hiring and Real Estate Services	5	12	17	12	9	23	5	5	12
Professional, Scientific and Technical Services	28	22	45	25	19	44	16	16	37
Administrative and Support Services	18	25	36	17	15	32	26	26	49
Public Administration and Safety	70	63	131	63	56	118	59	58	109
Education and Training	30	136	164	32	120	152	26	149	177
Health Care and Social Assistance	38	140	174	31	162	197	40	171	210
Arts and Recreation Services	4	0	5	0	5	4	6	3	7
Other Services	57	28	82	54	36	85	56	29	82
Inadequately described/Not stated	28	37	62	50	28	79	61	33	95
Total	**1,096**	**897**	**1,989**	**1,096**	**866**	**1,962**	**1,123**	**899**	**2,026**

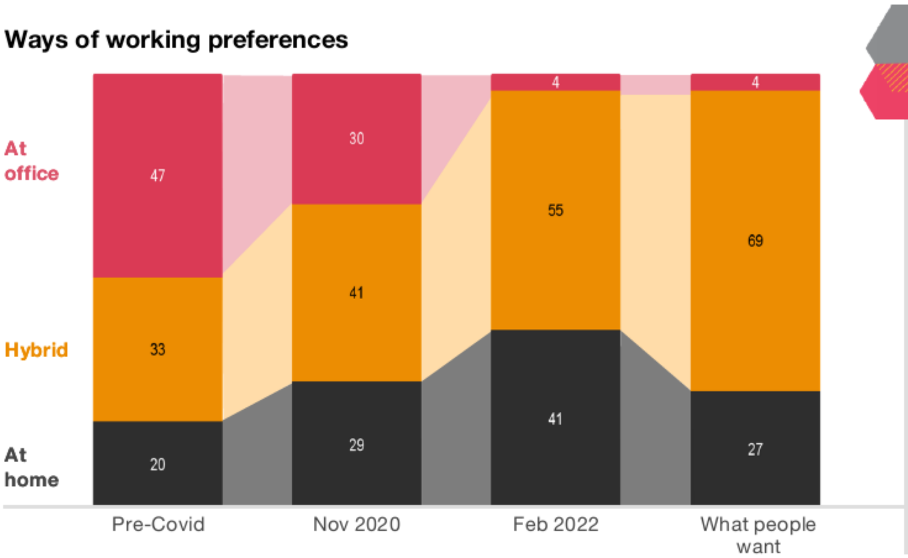
FUTURE OF WORK

The landscape of work is changing due to hangover from all thing COVID-19. Unpredictable disruptors are transforming how, where and when we work, which in turn affect how we interact with businesses and employees.

According to a study conducted by Price Waterhouse Cooper (PWC), the areas of focus are different for every organisation, but the Employee Value Proposition (EVP) levers remain the same.

"….Remuneration and reward, snuck in as the number one EVP lever valued by workers"

Ref PWC



THE INTERNAL ENVIRONMENT

The Shire of Katanning is a well-established Local Government organisation responsible for planning, development and service delivery at a local level. It plays an important regulatory role as well as advocating for its residents in the bigger picture of State and Federal Government planning and legislative activities. The Shire's recurrent revenue sources are predominately from property rates, fees and charges, making it essential to manage its assets and deliver services in an efficient and costs effective manner.

COUNCIL SERVICES, COMPLIANCE AND SUPPORT

Governance

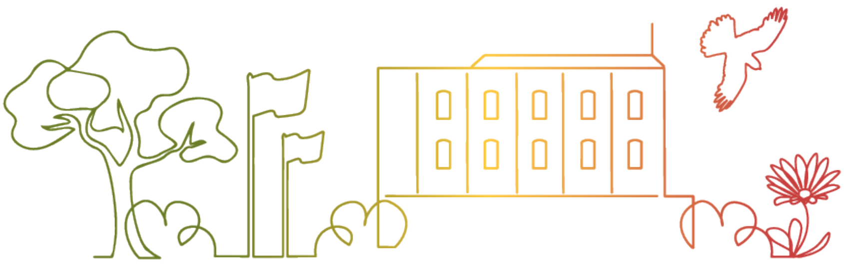
- Democratic governance and participation
- Lobbying, advocacy and establishment of partnerships.
- Promotion of Shire and Great Southern Region.
- Business and population growth.
- Statutory Compliance, Insurance & Risk.
- Occupational Safety and Health
- Human Resources

Corporate and Community

- Corporate Governance, Integrated Planning, Rating, General Purpose Funding, Financial Management
- Customer Service.
- Administration, Records Management.
- Information Technology Systems, Transport Licensing.
- Katanning Leisure Centre and Katanning Aquatic Centre.
- Katanning Library and Katanning Art Gallery.
- Public Halls and Events Management
- Community Development, Youth Services and Seniors Services.
- Cultural Services, Harmony & Inclusion.
- Crime Prevention.

Infrastructure and Assets

- Transport, drainage, aerodrome.
- Plant and Machinery Management.
- Asset Management.
- Fire Prevention.
- Infrastructure Construction, Engineering & Technical Services.
- Site operations - Parks and Reserves, Cemetery and Waste Disposal Facility.
- Town Planning and Building Control.
- Health Administration and Protection of the Environment.
- Waste Management.
- Animal and Pest Control.
- Property and asset management
- Infrastructure and maintenance
- Building and planning
- Project management
- Building maintenance
- Saleyard services
- Cleaning management

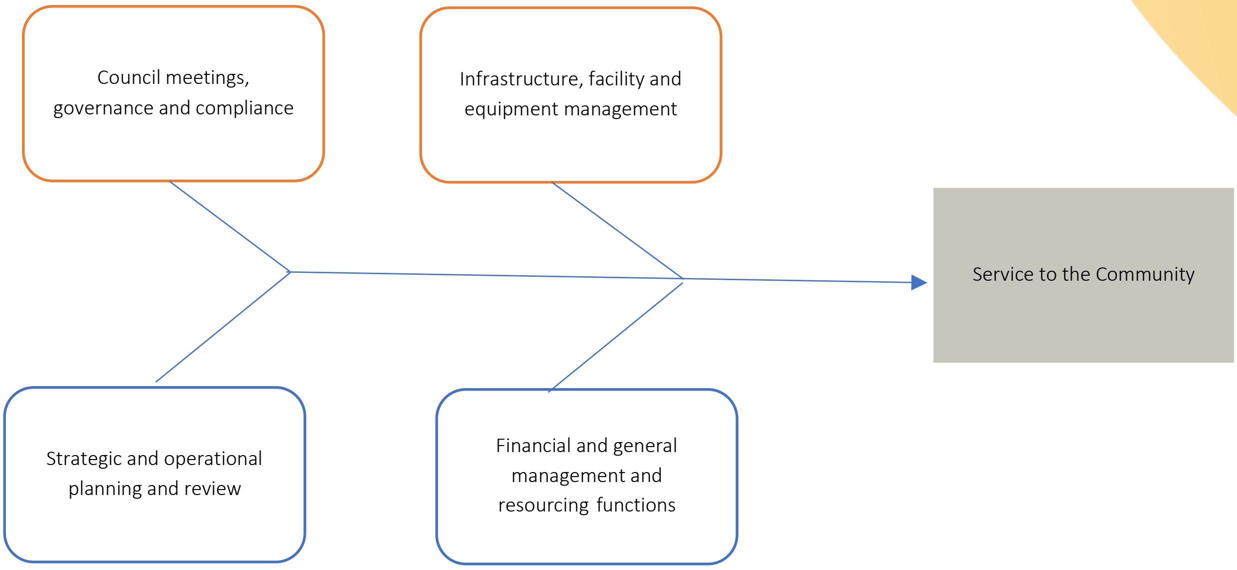


As well as the functions and services that are listed above, there are many other components to managing and sustainably developing a Shire to meet both community needs, and legislative requirements. These functions and tasks need to be resourced as they also require significant time, and knowledge. These vital activities traditionally suffer from low resources in skill sets and capacity, as they are not readily recognised as having a pivotal role in providing cost effective and sustainable services, programs and facilities for the community.

These functions and services include but are not limited to:

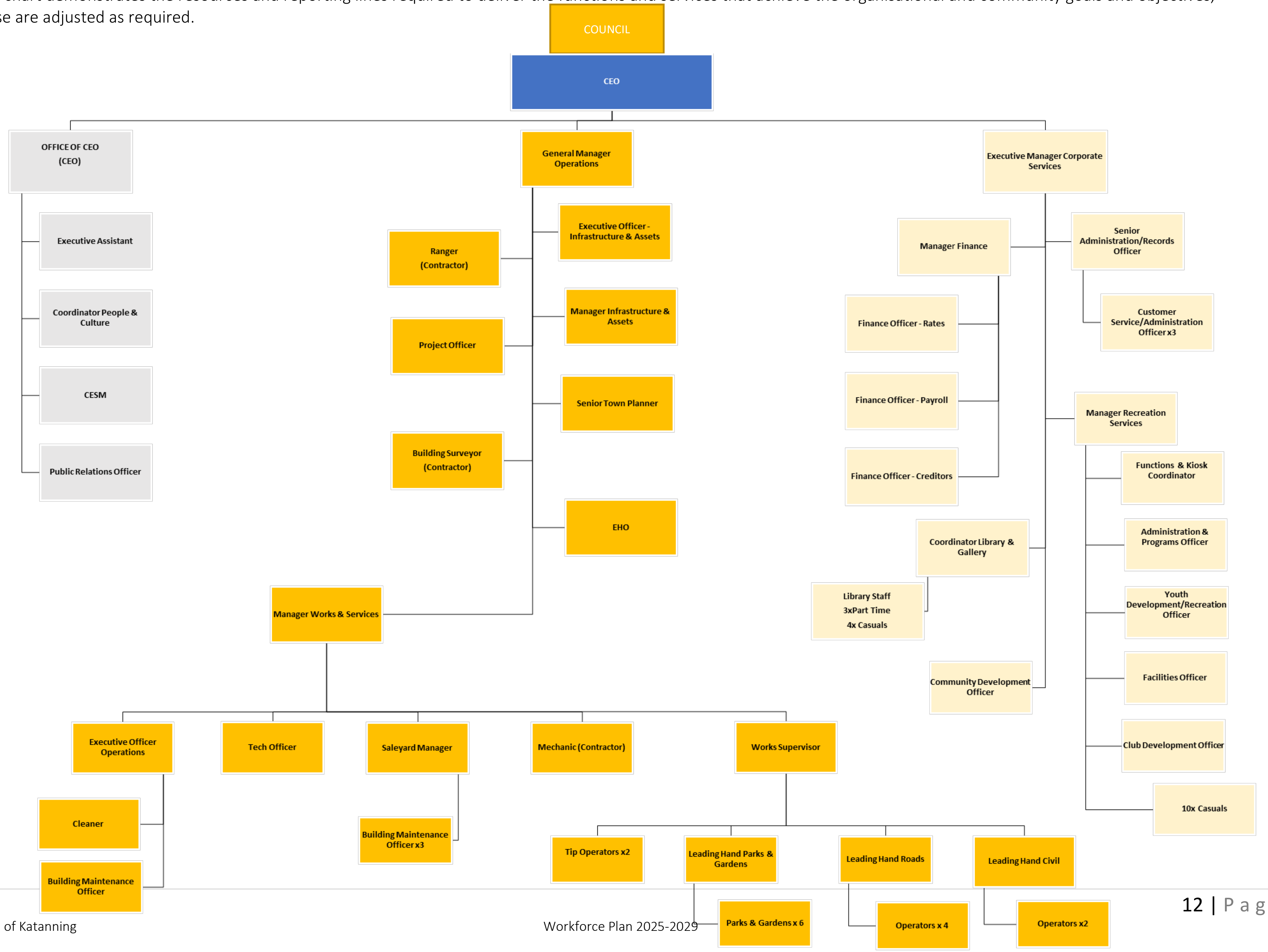
- Administration and financial management
- Legislative compliance and reporting
- Council and management meetings
- Community consultation, engagement, advocacy and lobbying
- Strategic and operational planning
- Staff training, development, performance management and mentoring
- Funding applications and acquittal.
- Asset and infrastructure planning and development
- Governance and Management
- Development and Management of organisational systems and processes
- Regional cooperation forums and meetings
- Infrastructure and Community Projects

LOCAL GOVERNMENT SERVICE DELIVERY MODEL



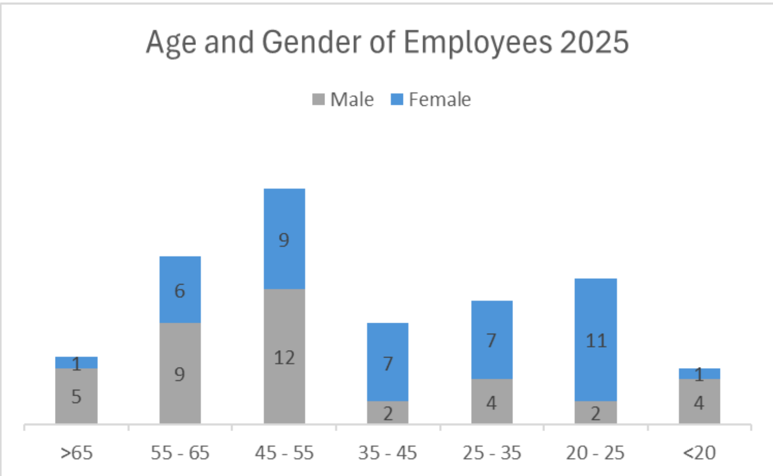
ORGANISATIONAL STRUCTURE 2025

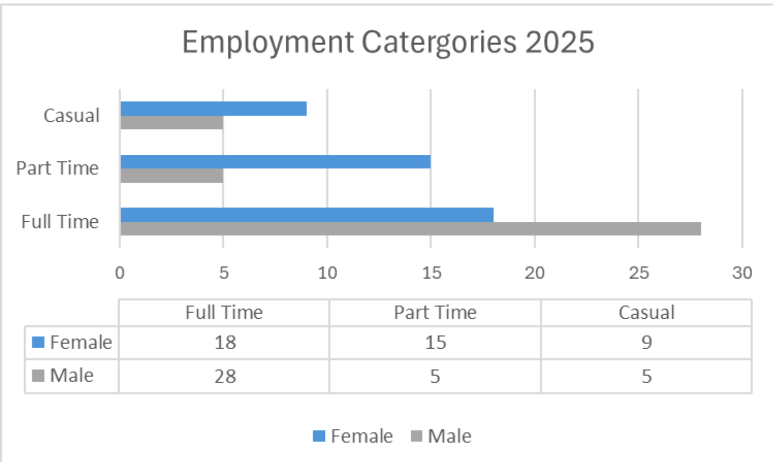
This chart demonstrates the resources and reporting lines required to deliver the functions and services that achieve the organisational and community goals and objectives, these are adjusted as required.



ORGANISATIONAL WORKFORCE DEMOGRAPHICS

The Shire is required to deliver services and support as outlined above in a cost-effective manner, ensuring there are the right skills and the right number of people in place to meet organisational goals and objectives. From the payroll data extracted in July 2025, analysis shows there are 80 employees, with a 48 %/ 52 % male to female ratio. There are 47 full time staff and 22 part-time / casual staff employed to work set or ad hoc hours to meet needs. Of those 14 are employed at the Katanning Leisure Centre and the Public Library. The workforce has an average age of 43 years with a good spread across all age groups. The Shire is required to deliver services and support as outlined above in a cost-effective manner, ensuring there are the right skills and the right number of people in place to meet organisational goals and objectives.



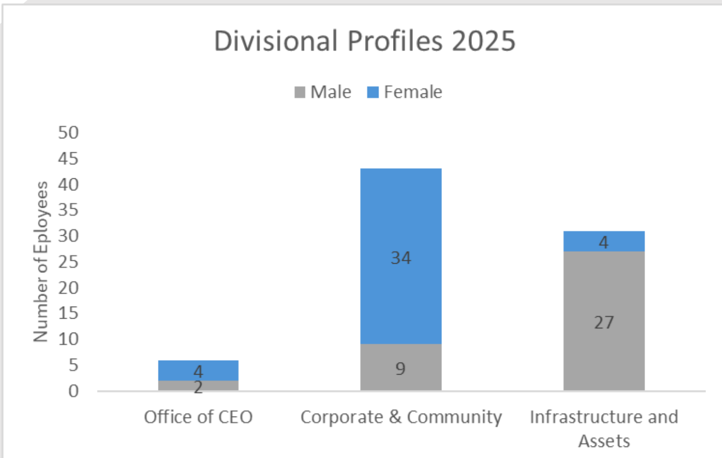


	Full Time	Part Time	Casual
Female	18	15	9
Male	28	5	5

GENERATIONAL ATTRIBUTES AND PROFILE

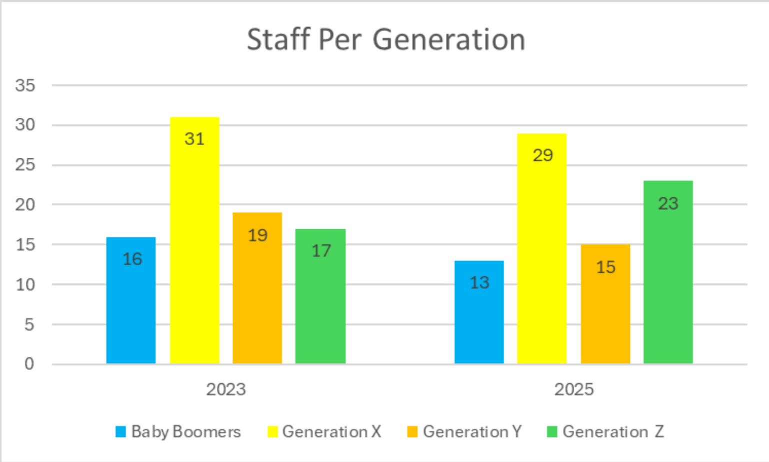
Today's employers are facing a workplace where in theory, there could be employees ranging from 16 to 80 in the workplace. This has huge implications for management at all levels in terms of managing the needs and expectations of Millennials, Generation X, Y and the Baby Boomers. To manage this trend and potential issues, it is important to analyse the workforce and implement strategies to address identified needs. Attributes of each generation and how to manage them can be found in the following link: http://www.wmfc.org/uploads/GenerationalDifferencesChart.pdf.

This includes information on the impact on workplace management and interpersonal relationships. The generational profile for Katanning is outlined in the graphs.



YOUTH PROFILE

Review of the employment types and career path opportunities for people under 25 has shown there are 5 people under 20 years as casuals in Leisure Services. This does not generally offer a longer-term career development opportunity. There are 13 employees aged from 20 – 25 years, of whom 3 are casuals and 9 are full time in Corporate and Community and Infrastructure Assets department. While there is an appetite for young people under 18 to seek casual employment, there is the opportunity the Shire to further develop strategies for on the job training, cadetships, traineeships and apprenticeships to offer them career development.



Working Generation Group	Birth Year		Age	
Traditionalists (Silent Generation)	1925	1945	78	98
Baby Boomer Generation	1946	1964	59	77
Generation X (Baby Bust)	1965	1979	44	58
Generation Y - The Millennial - Gen Next	1980	1995	28	43
Generation Z	1996	2010	13	27

"…. Today's employers are facing a workplace where in theory, there could be employees ranging from 16 to 80 in the workplace …"

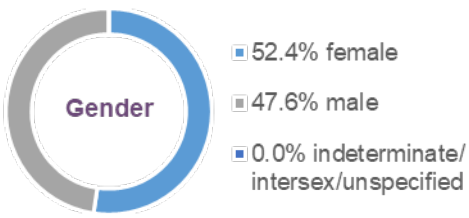
WORKFORCE DIVERSITY AND EQUAL OPPORTUNITY SURVEY RESULTS

The Shire is committed to being an equal employment opportunity organisation and aims to have an appropriately diverse workforce. The amount of employees from cultural and linguistic diverse backgrounds has increased and it is predicted that the trend will continue. Our diversity profile is annually audited through the Public Sector Commission Equal Employment Opportunity Annual collection. The March 2025 results are outlined below.

11.4%
People with disability
Compared to 2.8% in 2023

6.7%
Aboriginal and Torres Strait Islander
Compared to 5.3% in 2023

23.8%
Culturally and linguistically diverse
Compared to 14.7% in 2023



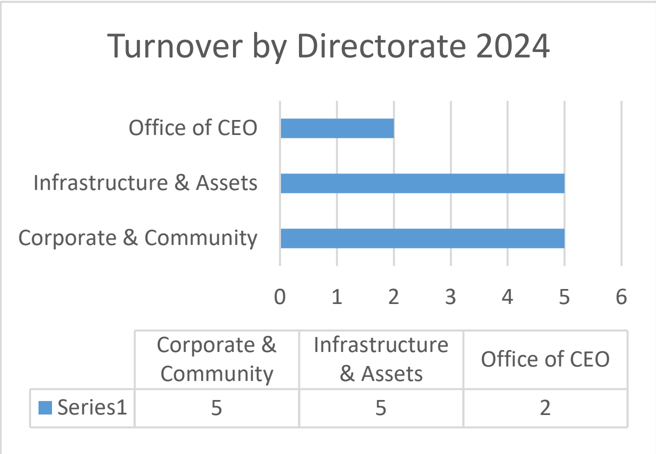
Disability Access and Inclusion Plan

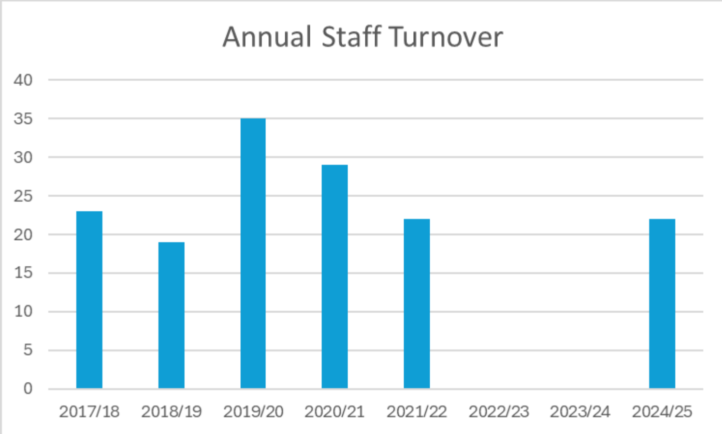
The Western Australian Disability Services Act 1993 requires all State and Local Government Authorities to implement a Disability Access and Inclusion Plan (DAIP). The Shire's DAIP 2023 has 7 outcome areas. Each outcome area has a number of strategies to be implemented. Outcome 7 relates specifically to employment of people with disability and needs to be taken into consideration when planning for the Shire's future workforce. People with disability have the same opportunities as other people to obtain and retain employment with the Shire of Katanning. It is a requirement of the Disability Services Act 1993 that the Shire must take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

RECRUITMENT AND RETENTION

Current employees mainly reside in Katanning, making the Shire a significant employer in the region.

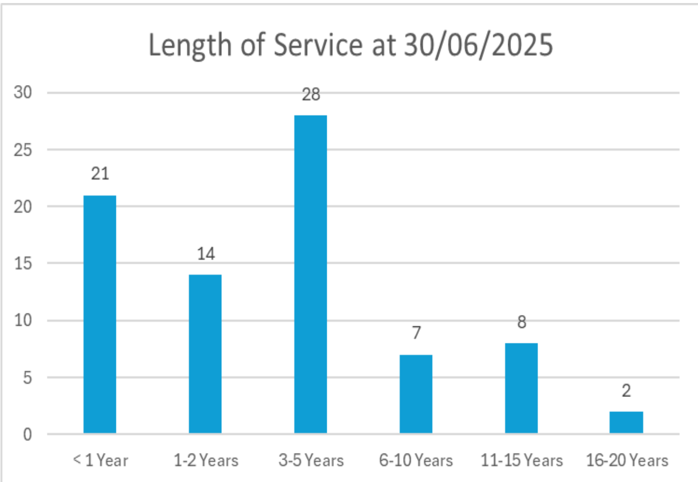
There are existing difficulties attracting talent and organisations including the Shire are struggling to fill key roles.



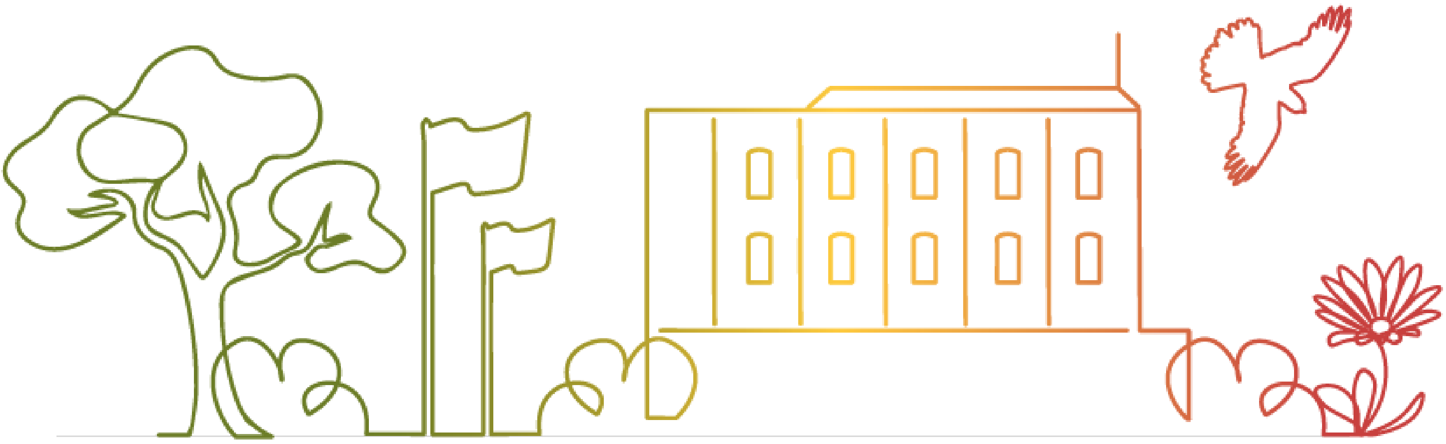


Future recruitment processes may offer the opportunity to maximise the employer of choice reputation and increase the opportunities for employing local and regional residents. Advertising with local media businesses for general positions will also support the local economy.

TOTAL YEARS OF CONTINUOUS SERVICE OF EMPLOYMENT

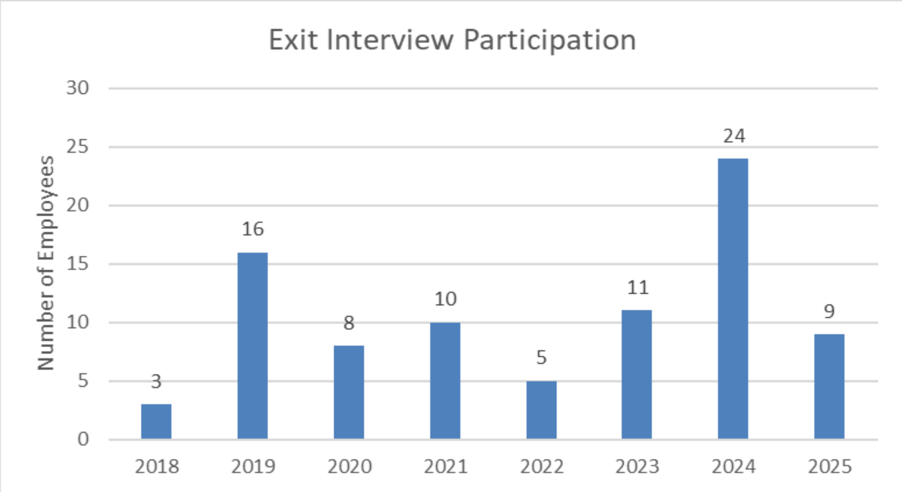


The significance of measuring employee tenure is it identifies key areas where there may need to look at succession planning, addressing potential for ageing workforce issues, skills and corporate knowledge retention, transfer or development of skills and planning for communication in times of change. The Katanning profile demonstrates most of the workforce have been employed for less than three years, so there is more likelihood of a need for training, development and support than succession planning except in a couple of roles.



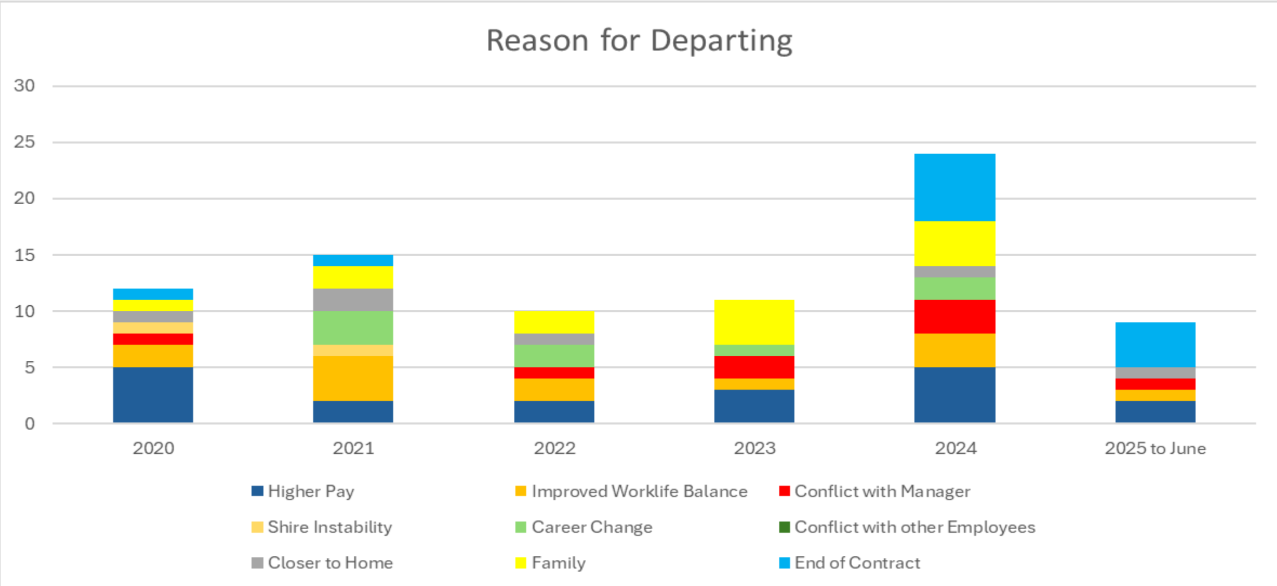
Exit Interviews

The Shire gathers data through the exit interview process.
Departing employees are encouraged to participate as this is a voluntary process.



Trends in the Exit Interview Feedback

Over the past few years there have been consistent trends in the messages conveyed by exiting employees.



2021	The majority of respondents were seeking an improved work life balance as the most significant reason for leaving. Better career opportunities ranked second for employees departing this year. The pandemic has led employees to rethink purpose in their work and life more broadly.
2022	The common themes 2022 was higher pay, improved work life balance and family reasons. There seems to be a consistent message being portrayed that employees here are great to work with again with employee relationships at work being positive.
2023	The common themes for this year were staff leaving to be with family followed by getting other jobs with higher pay.
2024	Almost half of respondents left the organisation due to end of contract of to seek higher pay. With another large portion stating family reasons or improved work life balance were the key factors for leaving.
2025 (at June)	Half of the respondents left due to end of employment contract, with other staff giving mixed responses.

WORKFORCE FINANCIAL PROFILE

The table below reflects workforce costs across the term of the previous workforce plan and is included to determine employment trends and costs / savings of workforce planning strategies over time, and to support projection of costs in the LTFP. Where there are variances between budgeted costs and actual costs, there may be positions that are vacant for a length of time through recruitment processes over the financial year or in succession planning where roles may overlap for a period to effect knowledge transfer.

Employee Costs	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Actual	$4,578,759	$4,305,220	$4,154,392	$4,014,134	$4,027,557	$4,607,368	$4,689,198
Adopted Budget	$4,860,350	$4,252,067	$4,139,040	$4,448,913	$4,544,829	$4,776,332	$5,380,736
Total Operating Costs							
Actual	$13,166,596	$13,221,552	$13,147,952	$15,416,929	$13,905,887	$18,602,327	$19184,125
Adopted Budget	$13,436,596	$14,469,614	$14,250,703	$15,149,545	$15,149,545	$16,104,347	$18,359,143
% Employee Costs |Operating Costs							
Actual	34.77%	32.56%	31.59%	26.04%	28.96%	24.77%	24.4%
Adopted Budget	36.17%	29.39%	29.04%	29.36%	29.99%	29.66%	29.31%

TEMPORARY WORKFORCE

Temporary labour employment costs are not necessarily included in the budgeted employment costs above. A review in relation to any spending in this area of temporary staff is recommended, to ensure legislative requirements in tendering and procurement practices are met. Policies and procedures should also be reviewed and updated as part of the workforce management strategy.

STAFF SATISFACTION SURVEY

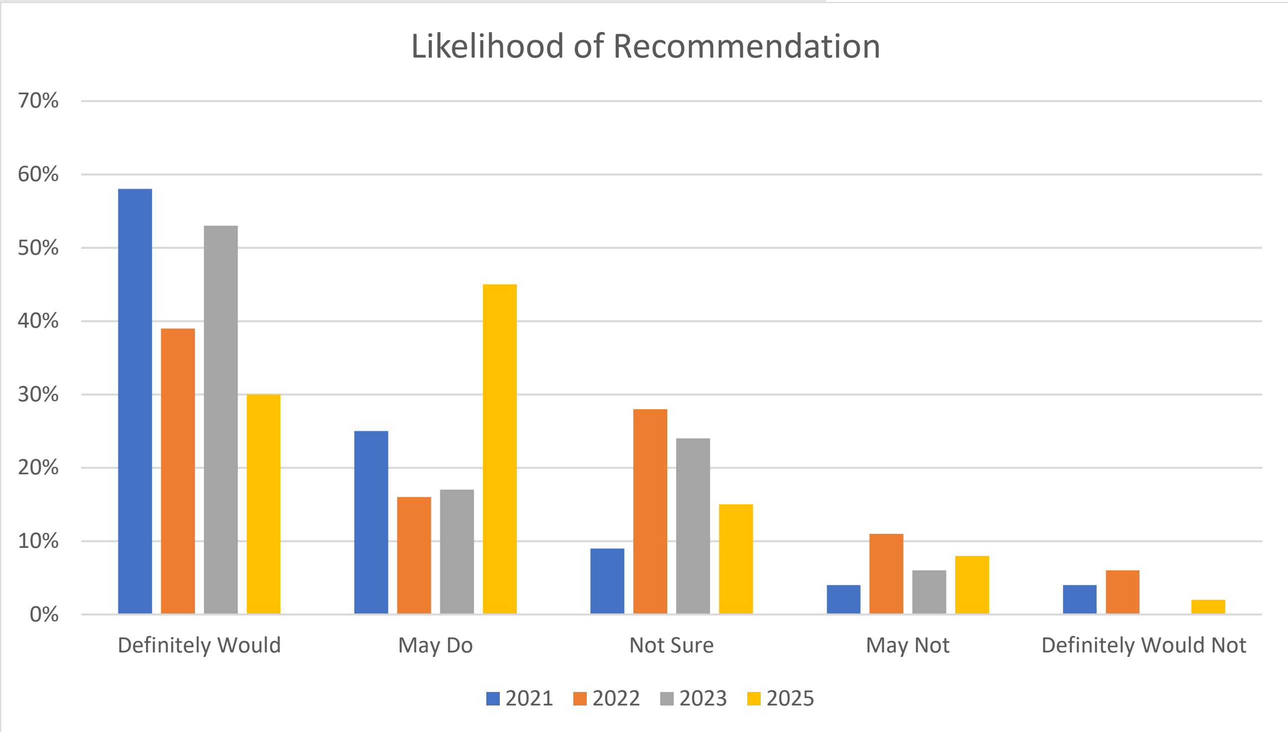
The capacity, capability and staff satisfaction survey was carried out in October / November 2015 and there were 28 completed responses. 39 staff participated in the survey conducted in 2016/17, 29 In 2017/18, 38 in 2019/2020 and 27 in 2021. In July 2023 the survey was repeated to determine the impact of the workforce strategies and increased staff engagement, role clarification, training and issue resolution. All staff were invited to participate and there were 22 completed responses.

The staff survey conducted in 2025, received a high participation rate of 41 of 52 FTE. Key strengths from responses were strong teamwork, collaboration, meaningful and supportive safety culture. With recognition, leadership development, high workloads in areas and communication as areas for improvement.

The staff performance appraisals are conducted on an annual basis to identify skills and knowledge gaps. Further training needs have been recorded in a training register and will be prioritised and addressed in line with budget, availability of training providers and workload of staff.

All work areas participate in monthly staff meetings with risk and safety issues reported through to the safety committee. Governance risk and safety issues are considered at monthly senior staff meetings and a feedback provided to staff. All staff are able to participate in a whole of staff meeting following each Council meeting.

There was a significant improvement in the responses to the survey question from 2021 – 2025 as outlined below – *How likely are staff to recommend this Local Government to others as an employer?*



CURRENT WORKFORCE CHALLENGES AND STRATEGIES

While the Shire has made progress through clearer role definitions, and adjustments to organisational structures and practices there are some opportunities for improvement. The following key issues highlight areas requiring further attention to ensure a sustainable, safe, and high-performing organisation.

Identified Issue	Proposed Mitigation Strategies	Potential Outcomes
Workforce Retention & Heavy Workload in Key Roles	Update the organisational structure to rebalance workloads and clarify reporting lines. Evaluate governance and support functions to ensure adequate resourcing.	Improved staff retention, reduced risk of burnout, clearer responsibilities, and better service delivery through more sustainable workloads.
Leadership & Management Capability	Provide structured professional development and training to strengthen leadership and management capacity across the organisation.	Stronger leadership capacity, improved staff morale and performance, and a more capable and resilient management team.
Workplace Health and Safety (WHS) Performance	Review and strengthen workplace health and safety systems.	Safer work environment, reduction in lost time injuries, reduced insurance premiums, and stronger compliance with WHS obligations.

FUTURE DIRECTION

The Strategic Community Plan 2022 – 2032 has been updated after extensive community engagement to set the vision for the next 10 years. Its relevance to the workforce plan is to ensure there is integration between community goals and aspirations and the core business of the Shire to ensure capacity and capability to deliver on expectations. It is broken into six key result areas – **Economic, Leadership, Social, Natural Environment, Culture** and **Built Environment**.

"Katanning is a safe, sustainable, and prosperous community. We respect and celebrate our diverse culture."

KEY RESULT AREAS

The Council and community of Katanning will achieve this vision through the delivery of services and projects that meet our aspirations.

These aspirations are sorted into the following six key results are:

ECONOMIC

Katanning is an economic hub of the Great Southern region, offering a range of employment and business opportunities.

We will strive to facilitate the sustainable growth and development of our population and economy.

LEADERSHIP

Katanning is inclusive and respectful community.

We will support and advocate for our community to make Katanning a prosperous, safe and welcoming community.

BUILT ENVIRONMENT

Katanning is a beautiful, well serviced place that invites people to stay.

We will work to provide our community with the services, infrastructure and facilities that meets its needs.

SOCIAL

Katanning is a vibrant, active place that encourages its community to thrive.

We will aim to provide access to services and support to all members of the community to create safe, connected and cherished place to live, learn, work and play.

NATURAL ENVIRONMENT

Katanning is a sustainable community with a healthy natural environment.

We will work to preserve and enhance our natural environment for current and future generations.

CULTURAL

Katanning is a place for everyone from all walks of life

We will acknowledge, celebrate and respect all cultures of or diverse community.

Integrating SCP Vision Goals and Community Aspirations into the Workforce Plan

Innovation, initiatives or changes to organisational structure, roles, reporting lines and services or service levels that arise from the outcomes of the community engagement and planning process need to be fully resourced and managed through the strategies outlined in this workforce plan. These will be activated through the CBP with appropriate planning and cost analysis. The financial implications will be captured in the LTFP.

Future Workforce Challenges or Issues.

In activating the SCP through the CBP there will be implications on skills and resources through new initiatives, increased/reduced services or service levels and in planning and development functions. The table below outlines the Key Results Areas of the SCP that will require a review of capacity and capability to ensure delivery on objectives. Specific actions and timelines will need to be identified to ensure the right people with the right skills and resources will be available to meet these community expectations in a timely manner. It would be

IMPLEMENTATION PLAN

1. Skills attraction, retention, and succession					
Action	**Responsible Officer/s**	**25/26**	**26/27**	**27/28**	**28/29**
HIGH PRIORITY					
a) *Attraction / Retention*: Review workplace policies, wages and incentives to ensure that they remain competitive, attractive and fair, in the context of the Local Government sector, with identified changes to be implemented progressively.		X	X		
b) *Retention:* Review the outside crew work cycles and rosters to maximise productivity and employee satisfaction.		X	X		
c) *Succession*: Conduct a cost benefit analysis on internal resourcing vs external resourcing for specialised skill sets and respond accordingly.		X	X		
d) *Attraction / Retention:* Investigate resource sharing across local governments where appropriate.		X	X	X	X
ONGOING					
e) *Attraction:* Continually review attraction strategies that identifies specific approaches to attract people to the Shire and to live in the community (employer of choice in Katanning and the Great Southern)		X		X	
f) *Retention*: Ensure at least one Health and Wellbeing program (through LGIS) is provided per year		X	X	X	X
g) *Attraction / Retention*: Continued investment in maintenance and expansion of Shire housing stock		X	X	X	X
h) *Retention*: Ensure all new staff complete onboarding and induction, including introductions to team members and business units		X	X	X	X

2. Training and Development					
Action	**Responsible Officer**	**25/26**	**26/27**	**27/28**	**28/29**
HIGH PRIORITY					
a) *Development*: Review business unit KPIs to align with the CEO KPIs.	CEO	X	X	X	X
b) *Training:* Continue to provide training opportunities for the finance team to build internal capabilities.					
c) *Development:* Provide opportunity for middle managers and aspiring managers to undertake leadership training.		X	X	X	X
ONGOING					
d) *Development:* Implement targeted training, mentorship, and career development activities to retain and upskill staff with less than three years of service.		X	X	X	X
e) *Development:* Continue cross-training within administration team and building a casual pool for customer service.		X	X	X	X
f) *Training and Development:* Ensure all employees have a training and development plan, including career goal setting, which is completed as part of annual performance review		X	X	X	X
g) *Training and Development:* Review training and development budget to align with priorities and have a planned annual delivery approach.		X	X	X	X

3. Systems, Processes and Policies

Action	Responsible Officer	25/26	26/27	27/28	28/29
HIGH PRIORITY					
a) *Systems*: Continue to implement the revised organisational structure.		X	X		
b) *Systems:* Implement a dedicated governance / compliance resource within the organisational structure.			X		
c) *Systems:* Review resourcing for the public relations role to continue to enhance internal and external communications.			X		
d) *Systems:* Implement a cost-effective asset management system			X	X	X
ONGOING					
e) *Processes:* Continue to implement automated processes to streamline work verification and administration processes.		X	X	X	X
f) *Systems:* Continue to document procedures to retain corporate knowledge.		X	X	X	X
g) *Systems:* Determine which ERP system is suitable for the organisation and prepare a change management process.		X	X	X	X

4. Organisational Culture

Action	Responsible Officer	25/26	26/27	27/28	28/29
HIGH PRIORITY					
a) Culture: Continue to build a safety-first culture through work processes, staff training and monitoring.		X	X	X	X
b) Culture: Implement the organisational values into the performance review process		X			
c) *Culture:* Continue to implement ways where the organisation values can be seen by staff and translated into everyday systems, processes and work plans.		X	X	X	X
d) *Culture:* Commit to and provide consistent whole of staff activities		X	X	X	X
ONGOING					
e) Managers to ensure that regular team meetings within business unit to foster good communication and organisational awareness	Management Team	X	X	X	X

Sustainability in Workforce Planning

- Inclusion of responsibility for workforce planning in position description of a key role
- Ownership and accountability across the whole organisation.
- Embedding workforce planning in all relevant frameworks, systems, policies and processes.
- Ongoing orientation and training.
- Demonstration of benefits at every opportunity.

Monitoring and Evaluation of Outcomes

- Strategies outlined in the current and future workforce planning process will have outcome measures to be operationally monitored and regularly reported. These will contribute to reporting the progress of the relevant strategic goals. Those responsible for each strategy will also carry the responsibility for regular reporting on progress and outcomes.

Key Outcomes to be Monitored and Reported Annually

- Staff exit, growth and retention levels
- Number of people under 25 or from diverse backgrounds employed in the Shire in part time and fulltime roles
- Increased satisfaction levels of communication and information sharing
- Improvements to efficiency and effectiveness in service delivery
- Improvements in HR data management and reporting

Workforce Plan Integration and Scope of Monitoring and Review

In addition to above, other areas need monitoring to ensure workforce planning, HR management and resource planning practices are in place such as:

- Review of HR data and trends bi - annually.
- Review of the number and cost of temporary staff being procured from agencies, and the annual profile of casual staff hours and length of engagement.
- Regular review of Shire of Katanning Employee Opinion Surveys.
- Workforce planning strategies, processes, principles and practices are considered in the annual planning cycle.
- Evidence of workforce implications being considered in Council decision making and project planning.
- Evidence that HR related key performance indicators are measured, reviewed, reported on, and people are held responsible for them,
- Review of key HR risks and the effectiveness of their treatments annually.
- Inclusion of key workforce plan strategy outcomes in the Annual Report.
- Evidence that HR policies and procedures are in place, robust, relevant and communicated.

Shire of Katanning
Heart of the Great Southern

52 Austral Terrace, Katanning WA 6317
PO Box 130, Katanning WA 6317

T (08) 9821 999

Katanning.wa.gov.au
admin@katanning.wa.gov.au
facebook.com/ShireofKatanning
instagram.com/visitkatanning

meet me in... Katanning