



Shire of
Katanning
Heart of the Great Southern

List of Accounts Paid
March 2021



Schedule of Accounts Paid - March 2021

10.2.1

Cheque Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
1 42363	11/03/2021	SHIRE OF KATANNING			126.00
INV DEDUCTION	03/03/2021	SHIRE OF KATANNING	Payroll deductions	78.00	
INV DEDUCTION	03/03/2021	SHIRE OF KATANNING	Payroll deductions	48.00	
2 42364	19/03/2021	SHIRE OF KATANNING			572.05
INV KLCPETTYCSH	15/03/2021	SHIRE OF KATANNING	KLC Petty Cash March 2021	572.05	
3 42365	26/03/2021	SHIRE OF KATANNING			483.95
INV DEDUCTION	17/03/2021	SHIRE OF KATANNING	Payroll deductions	78.00	
INV DEDUCTION	17/03/2021	SHIRE OF KATANNING	Payroll deductions	48.00	
INV ADMINPETTYCSH	19/03/2021	SHIRE OF KATANNING	ADMIN Petty Cash March 2021	357.95	
4 42367	29/03/2021	ZANYACS			104.65
INV 24	26/02/2021	ZANYACS	HARMONY FESTIVAL Children Entertainment Hair Braiding Materials	104.65	
Cheque Total				\$ 1,286.65	

EFT Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
5 EFT31561	04/03/2021	BELGRAVIA HEALTH & LEISURE GROUP			488.00
INV 58557	01/01/2021	BELGRAVIA HEALTH & LEISURE GROUP	YOUTH January School Holidays Free Pass to the Pool	488.00	
6 EFT31562	04/03/2021	BGL Solutions Pty Ltd			1,694.00
INV 0004210	16/02/2021	BGL Solutions Pty Ltd	WORKS Grind Two Stumps	165.00	
INV 004216	21/02/2021	BGL Solutions Pty Ltd	PARKS Turf Maintenance	264.00	
INV 0004226	26/02/2021	BGL Solutions Pty Ltd	APPG Grounds Maintenance 260221	1,265.00	
7 EFT31563	04/03/2021	Walkabout Consultancy			300.00
INV 02	15/02/2021	Walkabout Consultancy	GALLERY Welcome to Country Opening Event for RETB2	300.00	
8 EFT31564	04/03/2021	NYOTA SELEMANI			600.00
INV A957	15/02/2021	NYOTA SELEMANI	RATES refund for assessment A957	600.00	
9 EFT31565	04/03/2021	BLIGHTS AUTO ELECTRICS			282.00

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INV 14942	18/02/2021	BLIGHTS AUTO ELECTRICS	PLANT Beacon Warning Switch's	210.00	
INV 14954	19/02/2021	BLIGHTS AUTO ELECTRICS	PLANT Relays for Beacon Light Switch	72.00	
10 EFT31566	04/03/2021	SANDY BOXALL			660.00
INV 00000418	01/03/2021	SANDY BOXALL	CATERING LG Professional Great Southern Branch AGM	660.00	
11 EFT31567	04/03/2021	BTW RURAL SUPPLIES			1,798.00
INV 28531	07/01/2021	BTW RURAL SUPPLIES	PUBLIC WORKS Replace Two Brushcutters	1,798.00	
12 EFT31568	04/03/2021	BURANDO HILL PROPERTIES PTY LTD			80.52
INV #KAT18134	22/02/2021	BURANDO HILL PROPERTIES PTY LTD	KA11363 Hino Tip Truck Cam Lock Fitting for Suction Hose	80.52	
13 EFT31569	04/03/2021	KATANNING CHERRY PICKER			1,518.00
INV 3528	25/02/2021	KATANNING CHERRY PICKER	WORKS Cut Down Dead Tree 78 McLeod St Verge	528.00	
INV 3527	25/02/2021	KATANNING CHERRY PICKER	WORKS Tree Cutting Various Locations	990.00	
14 EFT31570	04/03/2021	CJD EQUIPMENT PTY LTD			65.34
INV 2178603	16/02/2021	CJD EQUIPMENT PTY LTD	KA25566 Backhoe Loader Steering Wheel Spinner	65.34	
15 EFT31571	04/03/2021	CLEVER PATCH			120.34
INV 393356	19/02/2021	CLEVER PATCH	HARMONY FESTIVAL Scratch Art Hands for Kids Zone	120.34	
16 EFT31572	04/03/2021	COCA-COLA AMATIL			529.16
INV 224923108	25/02/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments February 21	529.16	
17 EFT31573	04/03/2021	GRANDE FOOD SERVICE			235.59
INV 4174914	24/02/2021	GRANDE FOOD SERVICE	KLC Kiosk Confectionery February 21	235.59	
18 EFT31574	04/03/2021	JR & A HERSEY PTY LTD			1,394.80
INV S45380	25/02/2021	JR & A HERSEY PTY LTD	PUBLIC WORKS Whipper Snipper Cord & Spray and Mark	1,015.30	
INV S45382	25/02/2021	JR & A HERSEY PTY LTD	PUBLIC WORKS Six Litter Pickers	379.50	
19 EFT31575	04/03/2021	KATANNING BETTA HOME LIVING			627.00
INV 35810015305	08/01/2021	KATANNING BETTA HOME LIVING	HOUSING Top Load Washing Machine & Vax Vacuum Cleaner	627.00	
20 EFT31576	04/03/2021	KATANNING GLAZING & SECURITY			470.25
INV 17810	08/02/2021	KATANNING GLAZING & SECURITY	HOUSING Repair Broken Window Due to Vandalism	470.25	

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21	EFT31577	04/03/2021	KATANNING PLUMBING & GAS P/L			598.04
	INV 00005686	31/01/2021	KATANNING PLUMBING & GAS P/L	KAC Repairs to Pool Heating Pipe	323.04	
	INV 00005734	17/02/2021	KATANNING PLUMBING & GAS P/L	HOUSING Replace Gas Regulator & Pigtails	275.00	
22	EFT31578	04/03/2021	Katanning H Hardware			668.12
	INV 102009895	01/02/2021	Katanning H Hardware	PIESSE LAKE Tek Screws for Toilet Block	34.90	
	INV 101026325	23/02/2021	Katanning H Hardware	LIBRARY Cement & Screws for Wee Library's	75.00	
	INV 105001070	26/02/2021	Katanning H Hardware	TOILETS Lake Ewlyamartup & Town Hall Flowstop Pillar Taps & Replacement Cartridge	499.00	
	INV 101026529	26/02/2021	Katanning H Hardware	HOUSING 1/6 Hill Way Light Globes	59.22	
23	EFT31579	04/03/2021	LOTEX FILTER CLEANING SERVICE			189.07
	INV 00006610	11/12/2020	LOTEX FILTER CLEANING SERVICE	PLANT Various Air Filter Cleans	189.07	
24	EFT31580	04/03/2021	MAIA FINANCIAL PTY LTD			1,224.69
	INV C32135	17/02/2021	MAIA FINANCIAL PTY LTD	KLC Quarterly Lease Spin Bikes 010421 - 300621	1,224.69	
25	EFT31581	04/03/2021	LANGAWEIRA PTY LTD			7,920.00
	INV 0008	26/02/2021	LANGAWEIRA PTY LTD	ROADS Gravel for Lake Coyrecup & Langaweira Rd	7,920.00	
26	EFT31582	04/03/2021	MOHANA CATERING			260.00
	INV 250221	25/02/2021	MOHANA CATERING	CATERING Council OCM 240221	260.00	
27	EFT31583	04/03/2021	PFD FOOD SERVICES			417.95
	INV KX402002	24/02/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments February 21	417.95	
28	EFT31584	04/03/2021	SIGMA COMPANIES GROUP			37.95
	INV 146393/01	26/02/2021	SIGMA COMPANIES GROUP	KAC Rubber Belt for Filter	37.95	
29	EFT31585	04/03/2021	SOUND PRO			2,702.00
	INV 0465	26/02/2021	SOUND PRO	KLC EV EVOLVE 30 Portable Column Loudspeaker System	2,702.00	
30	EFT31586	04/03/2021	TRUCKLINE "SPECIALIST WHOLESALERS PTY LTD			168.99
	INV 7261483	23/02/2021	TRUCKLINE "SPECIALIST WHOLESALERS PTY LTD	KA24635 Prime Mover Park Brake Valve	168.99	

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31	EFT31587	04/03/2021	IT VISION AUSTRALIA PTY LTD			770.00
	INV 34823	26/02/2021	IT VISION AUSTRALIA PTY LTD	TRAINING Admin Synergy Soft Records Course 160221	770.00	
32	EFT31588	04/03/2021	WARREN BLACKWOOD WASTE			4,096.82
	INV 00017309	23/02/2021	WARREN BLACKWOOD WASTE	WASTE Collection General 080221 - 190221	4,096.82	
33	EFT31589	04/03/2021	NUTRIEN AG SOLUTIONS			66.00
	INV 903996443	06/01/2021	NUTRIEN AG SOLUTIONS	KA25073 Yale Forklift Gas Cylinder	66.00	
34	EFT31590	04/03/2021	WESTRAC EQUIPMENT P/L			288,420.00
	INV 1800017412	19/02/2021	WESTRAC EQUIPMENT P/L	PLANT 1DPP247 Caterpillar 140 Motor Grader	288,420.00	
35	EFT31591	04/03/2021	WURTH AUSTRALIA PTY LTD			233.70
	INV 4307464837	19/02/2021	WURTH AUSTRALIA PTY LTD	PLANT Under Bonnet Work Light	233.70	
36	EFT31592	04/03/2021	WYWURRY ELECTRICAL			9,807.25
	INV 4933	22/02/2021	WYWURRY ELECTRICAL	LIBRARY Repairs to Outside Light	109.50	
	INV 4932	22/02/2021	WYWURRY ELECTRICAL	SES BUILDING Repairs to Damaged Overhead Cable	603.50	
	INV 4938	23/02/2021	WYWURRY ELECTRICAL	KLC Gym Extension Install 9 Large Wall Fans in Gymnasium	5,395.00	
	INV 4948	23/02/2021	WYWURRY ELECTRICAL	PIESSE LAKE 19 Charles Supply Electricity to Toilet Block	3,699.25	
37	PAY	3/03/2021	PAYROLL			113,610.50
	PAY	3/03/2021	PAYROLL	Payroll PAY 18	113,610.50	
38	EFT31643	11/03/2021	AVANTGARDE TECHNOLOGIES			1,420.10
	INV ES00001549	02/03/2021	AVANTGARDE TECHNOLOGIES	CCTV Quarterly Maintenance March 21	1,420.10	
39	EFT31644	11/03/2021	REGIONAL RETAILERS PTY LTD			185.01
	INV 026460/O0015	24/02/2021	REGIONAL RETAILERS PTY LTD	HARMONY FESTIVAL Event Sundries Sunscreen Gloves & Antibacterial Wipes	56.67	
	INV 026765/O0010	25/02/2021	REGIONAL RETAILERS PTY LTD	COMMUNITIES Night Hoops Program Supplies	128.34	
40	EFT31645	11/03/2021	BGC Construction Pty Ltd			302,298.06
	INV 70667-07	12/02/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 7 Preliminaries & Roofing	292,259.95	

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INV 70667-07	12/02/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 7 CV017 Sliding Door Lot 6	1,700.02	
INV 70667-07	12/02/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim CV023 Changes to Bathroom Vanities	1,415.70	
INV 70667-07	12/02/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 7 CV019 Installation of Seven Dishwashers	5,248.24	
INV 70667-07	12/02/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 7 Supply & Installation of Flexiduct & Louvre	1,286.95	
INV 70667-07	12/02/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 7 CV13 Change Powder Room Basins	387.20	
41 EFT31646	11/03/2021	BGL Solutions Pty Ltd			7,125.25
INV 0004228	27/02/2021	BGL Solutions Pty Ltd	WORKS Anzac Memorial & Rotary Wishing Well Mowing Whipper Snipping & Edging	264.00	
INV 0004238	01/03/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 010321	6,861.25	
42 EFT31647	11/03/2021	CANON AUSTRALIA PTY LTD			3,893.73
INV RN2287830	18/02/2021	CANON AUSTRALIA PTY LTD	LIBRARY Replacement Photocopier/Printer	3,893.73	
43 EFT31648	11/03/2021	Garden Retic Service			663.30
INV 55	31/01/2021	Garden Retic Service	KLC Gardens Reticulation Repairs	663.30	
44 EFT31649	11/03/2021	Abase Pty Ltd T/As ABA Security & Electrical			162.00
INV 21977	08/02/2021	Abase Pty Ltd T/As ABA Security & Electrical	LIBRARY Security Alarm Monitoring 010221 - 300421	162.00	
45 EFT31650	11/03/2021	DELPHINE NGAIRE SNOWSILL			120.00
INV REIMBURSEMENT	08/03/2021	DELPHINE NGAIRE SNOWSILL	REIMBURSEMENT Cat Trap Bond Refund	120.00	
46 EFT31651	11/03/2021	KJ & LM BARRETT			318.40
INV REIMBURSEMENT	09/03/2021	KJ & LM BARRETT	REIMBURSEMENT Overpayment of Transport Transaction 020221	318.40	
47 EFT31652	11/03/2021	ANISH PEEDIKAYIL PUNNOOSE			5,430.00
INV 8	03/03/2021	ANISH PEEDIKAYIL PUNNOOSE	CLEANING Public Amenities February 21	5,430.00	
48 EFT31653	11/03/2021	AUSTRALIAN TAXATION OFFICE			28,681.00
INV PAYG	04/03/2021	AUSTRALIAN TAXATION OFFICE	PAYG PAY 18 180221 - 030321	28,681.00	
49 EFT31654	11/03/2021	AYTON BAESJOU PLANNING			7,500.00
INV 2474	03/03/2021	AYTON BAESJOU PLANNING	PLANNING Consultant Fee February 21	7,500.00	

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50	EFT31655	11/03/2021	CGS TYRES			55.00
	INV 78716	16/02/2021	CGS TYRES	1TQX302 Puncture Repair for Dolly	55.00	
51	EFT31656	11/03/2021	BLIGHTS AUTO ELECTRICS			250.00
	INV 15000	02/03/2021	BLIGHTS AUTO ELECTRICS	PLANT Twin Cable 100m Roll	250.00	
52	EFT31657	11/03/2021	BTW RURAL SUPPLIES			25.15
	INV 26698	18/08/2020	BTW RURAL SUPPLIES	WORKS Assorted PVC Joiners & Glue/Primer	25.15	
53	EFT31658	11/03/2021	COCA-COLA AMATIL			324.47
	INV 224980770	04/03/2021	COCA-COLA AMATIL	KLC Kiosk Liquid Refreshments March 2021	324.47	
54	EFT31659	11/03/2021	CLEANAWAY DANIELS SERVICES PTY LTD			891.39
	INV 1943354	28/02/2021	CLEANAWAY DANIELS SERVICES PTY LTD	PIESSE LAKE Securesmart Needle Units for Toilet Block	891.39	
55	EFT31660	11/03/2021	EDWARDS MOTORS PTY LTD			293.70
	INV MZCSK134867	23/02/2021	EDWARDS MOTORS PTY LTD	KA03 Mazda CX5 20,000KM Service & Replace Key Battery	293.70	
56	EFT31661	11/03/2021	RAY FORD SIGNS			39.60
	INV 12054	02/03/2021	RAY FORD SIGNS	GOVERNANCE Name Plaques for Council Chambers	39.60	
57	EFT31662	11/03/2021	GRANDE FOOD SERVICE			163.93
	INV 4175209	03/03/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments March 21	163.93	
58	EFT31663	11/03/2021	GREAT SOUTHERN FUEL SUPPLIES			5,029.59
	INV FCRDSFEB21	28/02/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL Cards February 21	5,029.59	
59	EFT31664	11/03/2021	JR & A HERSEY PTY LTD			104.50
	INV S45381	25/02/2021	JR & A HERSEY PTY LTD	PLANT Cutting Disks & Wire Brushes	104.50	
60	EFT31665	11/03/2021	KATANNING PANEL BEATING			1,000.00
	INV 23994	11/02/2021	KATANNING PANEL BEATING	PLANT Repairs to KA694	1,000.00	
61	EFT31666	11/03/2021	KATANNING PLANT HIRE			2,807.20
	INV 0181	02/03/2021	KATANNING PLANT HIRE	PIESSE LAKE Concrete for Bollards	2,807.20	

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62	EFT31667	11/03/2021	KATANNING PLUMBING & GAS P/L			1,508.97
	INV 00005742	31/01/2021	KATANNING PLUMBING & GAS P/L	AMHERST VILLAGE Unit One Repairs to Gas Connection	216.47	
	INV 00005754	24/02/2021	KATANNING PLUMBING & GAS P/L	AMHERST VILLAGE Unit One New B16 Rinnai Continues Flow HWS	1,292.50	
63	EFT31668	11/03/2021	KOWALDS NEWS & GLASSHOUSE			2,025.25
	INV I0000020086	03/02/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Laminating Pouches & White Out	64.44	
	INV I0000020143	08/02/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Vehicle Log Books for FBT Calculations	53.55	
	INV I0000020168	11/02/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY 200 A4 Paper Reams	1,300.00	
	INV I0000020169	11/02/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Fellowes Saturn Laminator	295.00	
	INV I0000020286	24/02/2021	KOWALDS NEWS & GLASSHOUSE	HARMONY FESTIVAL Event Sundries Clipfolders & Artline Textas	87.01	
	INV I0000020300	25/02/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Authorising Officer Stamps	131.25	
	INV SN00003928022021	28/02/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Newspapers February 21	94.00	
64	EFT31669	11/03/2021	KATANNING STOCK & TRADING			3,301.45
	INV 92	01/02/2021	KATANNING STOCK & TRADING	PIESSE LAKE Metal Tek Screws	34.00	
	INV 93	04/02/2021	KATANNING STOCK & TRADING	MAITENANCE Keys & Cable Ties	56.00	
	INV 94	04/02/2021	KATANNING STOCK & TRADING	TOWN HALL Two Aluminium Vents	67.00	
	INV 95	08/02/2021	KATANNING STOCK & TRADING	1EKH462 Ford Ranger Replacement Light Globe	16.75	
	INV 96	09/02/2021	KATANNING STOCK & TRADING	ADMIN BUILDING Wet Area Silicone	18.90	
	INV 97	09/02/2021	KATANNING STOCK & TRADING	PIESSE LAKE Socket & Telescopic Coupling	47.50	
	INV 98	10/02/2021	KATANNING STOCK & TRADING	HOUSING Final Cote Compound	19.90	
	INV 99	15/02/2021	KATANNING STOCK & TRADING	LIBRARY Fluro Tube	5.95	
	INV 1	16/02/2021	KATANNING STOCK & TRADING	TOILETS Four Tap Cartridges	178.00	
	INV 100	16/02/2021	KATANNING STOCK & TRADING	WELCOME PRECINCT Round-A-Bout Industrial Paint	389.00	
	INV 2	18/02/2021	KATANNING STOCK & TRADING	TOILETS Lions Park Gas Bottle for Changing Places	300.00	
	INV 3	19/02/2021	KATANNING STOCK & TRADING	HOUSING 17 Marri Drive Light Bulbs	23.50	

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INV 4	22/02/2021	KATANNING STOCK & TRADING	ROADS Conroy St Paint for Line Marking	29.90	
INV 5	22/02/2021	KATANNING STOCK & TRADING	DEPOT BUILDINGS Test & Tag Machine	1,378.00	
INV 6	24/02/2021	KATANNING STOCK & TRADING	ROADS Lengths of Sewer Pipe	290.00	
INV 7	24/02/2021	KATANNING STOCK & TRADING	LIBRARY Cool Daylight Fluro Tubes & Starters	178.75	
INV 8	24/02/2021	KATANNING STOCK & TRADING	HARMONY FESTIVAL Gaffer Tapes & Cable Ties	208.90	
INV 9	26/02/2021	KATANNING STOCK & TRADING	HARMONY FESTIVAL Cable Ties & Trigger Bottles	52.60	
INV 10	26/02/2021	KATANNING STOCK & TRADING	AMHERST VILLAGE Fluro 18W Tube	6.80	
65	EFT31670	11/03/2021	Katanning H Hardware		284.56
	INV 101000008	20/08/2020	Katanning H Hardware	39.56	
	INV 102010426	02/03/2021	Katanning H Hardware	245.00	
66	EFT31671	11/03/2021	LANDGATE ADMIN		69.20
	INV 362729-10000954	24/02/2021	LANDGATE ADMIN	69.20	
67	EFT31672	11/03/2021	A LAURINO & CO		75,021.05
	INV 1978	13/02/2021	A LAURINO & CO	75,021.05	
68	EFT31673	11/03/2021	MARKET CREATIONS		3,292.47
	INV 15886	24/02/2021	MARKET CREATIONS	22.55	
	INV 15996	26/02/2021	MARKET CREATIONS	1,168.75	
	INV 15995	26/02/2021	MARKET CREATIONS	68.75	
	INV 16094	26/02/2021	MARKET CREATIONS	2,032.42	
69	EFT31674	11/03/2021	NELSONS DRYCLEANING		457.60
	INV 00010007	28/02/2021	NELSONS DRYCLEANING	202.40	
	INV 00010003	28/02/2021	NELSONS DRYCLEANING	255.20	
70	EFT31675	11/03/2021	OFFICE WORKS BUSINESS DIRECT		294.64
	INV 14461562	20/01/2021	OFFICE WORKS BUSINESS DIRECT	294.64	

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71	EFT31676	11/03/2021	JAMES DANIELS PAINTING AND DECORATING			5,000.00
	INV 220221	22/02/2021	JAMES DANIELS PAINTING AND DECORATING	AMHERST Downpipe & Eave Painting Various Units	5,000.00	
72	EFT31677	11/03/2021	PFD FOOD SERVICES			723.95
	INV KX482907	04/03/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments & Paper Towel March 21	723.95	
73	EFT31678	11/03/2021	PRE EMPTIVE STRIKE PTY LTD			506.00
	INV 96573	23/02/2021	PRE EMPTIVE STRIKE PTY LTD	HARMONY FESTIVAL A4 & A3 Promotion Posters	506.00	
74	EFT31679	11/03/2021	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)			1,836.12
	INV AA00508254	24/02/2021	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)	ADMIN Photocopier Charges February 21	1,836.12	
75	EFT31680	11/03/2021	REFACE INDUSTRIES PTY LTD			757.81
	INV 00031750	14/10/2020	REFACE INDUSTRIES PTY LTD	LIBRARY Service of DVD Buffer	757.81	
76	EFT31681	11/03/2021	SHIRE OF BROOMEHILL TAMBELLUP			4,090.08
	INV 4445	26/02/2021	SHIRE OF BROOMEHILL TAMBELLUP	GREAT SOUTHERN AGED ACCOMMODATION Admin Reimbursements	4,090.08	
77	EFT31682	11/03/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT			249.19
	INV 567906	26/02/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT	LIBRARY Photocopier Readings February 21	153.65	
	INV 568393	28/02/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT	KLC Photocopier Charges February 21	95.54	
78	EFT31683	11/03/2021	ST LUKE'S FAMILY PRACTICE			132.00
	INV 187837	02/03/2021	ST LUKE'S FAMILY PRACTICE	ADMIN Pre-placement Medical SB	132.00	
79	EFT31684	11/03/2021	TRUCKLINE "SPECIALIST WHOLESALERS PTY LTD			154.74
	INV 7261928	24/02/2021	TRUCKLINE "SPECIALIST WHOLESALERS PTY LTD	KA24635 Coronado Prime Mover Air Fittings	154.74	
80	EFT31685	11/03/2021	ALBANY V-BELT & RUBBER			75.16
	INV 326238	19/02/2021	ALBANY V-BELT & RUBBER	KA25419 John Deere Grader Inner Air Filter	75.16	
81	EFT31686	11/03/2021	WARREN BLACKWOOD WASTE			5,266.05
	INV 00017310	02/03/2021	WARREN BLACKWOOD WASTE	WASTE Collection Recycling 220221 - 240221	4,694.05	
	INV 00017329	03/03/2021	WARREN BLACKWOOD WASTE	REFUSE Domestic Sanitation 030221 - 170221	572.00	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
82	EFT31687	11/03/2021	WA TRAFFIC PLANNING			990.00
	INV 1223	23/02/2021	WA TRAFFIC PLANNING	WELCOME PRECINCT Round-A-Bout Traffic Management Plan	495.00	
	INV 1226	26/02/2021	WA TRAFFIC PLANNING	WORKS Traffic Management Plan Fairfield Rd	495.00	
83	EFT31688	11/03/2021	WATER CORPORATION			4,633.09
	INV 9024115161	18/02/2021	WATER CORPORATION	STANDPIPE Upgrades 50mm Fire Outlet Punchmirup Rd	4,479.93	
	INV 9013922945	03/03/2021	WATER CORPORATION	WATER RATES House 8 Austral Tce 010321 - 300421	153.16	
84	EFT31689	11/03/2021	SYNERGY			861.13
	INV 357455740	24/02/2021	SYNERGY	ELECTRICITY CHARGES 19 Charles St 221220 - 240221	77.62	
	INV 239593320	24/02/2021	SYNERGY	ELECTRICITY CHARGES Lot 1 Warren Rd 221220 - 240221	142.21	
	INV 303539720	24/02/2021	SYNERGY	ELECTRICITY CHARGES Lot 1 Synnot Ave 221220 - 240221	641.30	
85	EFT31690	11/03/2021	WURTH AUSTRALIA PTY LTD			373.58
	INV 4307354225	12/11/2020	WURTH AUSTRALIA PTY LTD	PLANT Gas Soldering Device & Battery Handheld Lamp	373.58	
86	EFT31691	11/03/2021	WYWURRY ELECTRICAL			378.00
	INV 4952	26/02/2021	WYWURRY ELECTRICAL	HOUSING 25 Marmion Replace Two Light Fittings Under Patio	163.50	
	INV 4953	26/02/2021	WYWURRY ELECTRICAL	KAC Replace RCBO on Pool Heating Pumps	214.50	
87	EFT31692	12/03/2021	Westcoast Profilers			351,325.80
	INV 24332	01/02/2021	Westcoast Profilers	PIESSE LAKE Preliminaries & Earthworks & Dust Control Claim 3	126,887.06	
	INV 24332	01/02/2021	Westcoast Profilers	PIESSE LAKE Variation 2, 3 & 4 Claim 3	171,014.89	
	INV 24429	28/02/2021	Westcoast Profilers	PIESSE LAKE Variation 4 & 6 Claim 4	69,037.17	
	INV 24429	28/02/2021	Westcoast Profilers	PIESSE LAKE Credit for Clearing Earthworks & Dust Control Claim 4	-15,613.32	
88	EFT31693	12/03/2021	Southern Site Hire			4,312.00
	INV IV00000000741	07/03/2021	Southern Site Hire	HARMONY FESTIVAL Hire Toilets & Hand Wash Basins	4,312.00	
89	EFT31694	12/03/2021	Southwest Civil Services Pty Ltd			26,840.17
	INV IV00000000052	10/03/2021	Southwest Civil Services Pty Ltd	WORKS Clive Street West Footpath Claim 2	24,457.57	
	INV IV00000000051	10/03/2021	Southwest Civil Services Pty Ltd	WORKS Clive Street West Footpath Variation 1 Install 4 Tree Grates & 2 Trees	2,382.60	

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Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
90	PAY	17/03/2021	PAYROLL		119,653.68
	PAY	17/03/2021	PAYROLL	Payroll PAY 19	119,653.68
91	EFT31695	19/03/2021	BELGRAVIA HEALTH & LEISURE GROUP		21,718.14
	INV B032178	28/02/2021	BELGRAVIA HEALTH & LEISURE GROUP	KAC Contract Management Fees March 21	21,718.14
92	EFT31696	19/03/2021	GYPSY KITCHEN CO		384.00
	INV 110221	09/03/2021	GYPSY KITCHEN CO	CATERING Council Forum 110221	384.00
93	EFT31697	19/03/2021	BURHOP FAMILY TRUST (TRADING AS SOLARTRONICS PTY LTD)		130.00
	INV 22811	08/12/2020	BURHOP FAMILY TRUST (TRADING AS SOLARTRONICS PTY LTD)	AIRPORT Two Gate Remotes	130.00
94	EFT31698	19/03/2021	BGL Solutions Pty Ltd		2,545.40
	INV 0004240	04/03/2021	BGL Solutions Pty Ltd	KLC Equestrian Centre Turf Aeration of the Oval	1,016.40
	INV 0004241	05/03/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 050321	1,265.00
	INV 0004242	05/03/2021	BGL Solutions Pty Ltd	WORKS Wishing Well & Anzac Memorial Mowing & Whipper Snipping Edging	264.00
95	EFT31699	19/03/2021	JOAN CLARKE		38,000.00
	INV REIMBURSEMENT	11/03/2021	JOAN CLARKE	REIMBURSEMENT Refundable Deposit Unit 9 Amherst Village - Final	38,000.00
96	EFT31700	19/03/2021	Southwest Civil Services Pty Ltd		5,026.19
	INV IV00000000050	10/03/2021	Southwest Civil Services Pty Ltd	WORKS Clive Street West Footpath V01 & V03	5,026.19
97	EFT31701	19/03/2021	Wayne Allan Beckett		983.93
	INV A166	08/03/2021	Wayne Allan Beckett	RATES refund for assessment A166	983.93
98	EFT31702	19/03/2021	AMPAC DEBT RECOVERY (WA) PTY LTD		1,314.02
	INV 73725	28/02/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES Debt Recovery February 21	1,314.02
99	EFT31703	19/03/2021	ARMS & CARTRIDGE SUPPLIES		3,004.50
	INV 00009160	25/02/2021	ARMS & CARTRIDGE SUPPLIES	SALEYARDS Ammunition & Bolt Gun Repairs	3,004.50
100	EFT31704	19/03/2021	BBC ENTERTAINMENT		6,380.00
	INV 2245103	19/02/2021	BBC ENTERTAINMENT	HARMONY FESTIVAL Lion Dancers Entertainment 2021	1,650.00

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Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 2244903	19/02/2021	BBC ENTERTAINMENT	HARMONY FESTIVAL Monster Bubbles Entertainment	2,420.00	
INV 2245003	19/02/2021	BBC ENTERTAINMENT	HARMONY FESTIVAL Muchos Mariachi Band Entertainment	2,310.00	
101 EFT31705	19/03/2021	CGS TYRES			15.00
INV 78717	16/02/2021	CGS TYRES	AU17029 Side Tipper Valve Replacement	15.00	
102 EFT31706	19/03/2021	BROOKS HIRE SERVICE PTY LTD			3,511.99
INV 175974	28/02/2021	BROOKS HIRE SERVICE PTY LTD	WORKS Hire & Transport of 12.5 T Smooth Drum Roller	3,511.99	
103 EFT31707	19/03/2021	BTW RURAL SUPPLIES			1,349.00
INV 29004-1	16/02/2021	BTW RURAL SUPPLIES	WORKS Effluent Pump Joiners Pipe Repairs	1,120.00	
INV 29023	17/02/2021	BTW RURAL SUPPLIES	SALEYARDS Back Pack Sprayer	229.00	
104 EFT31708	19/03/2021	BURANDO HILL PROPERTIES PTY LTD			856.41
INV #KAT17265	13/11/2020	BURANDO HILL PROPERTIES PTY LTD	KA533 Mazda BT50 Tow Hitch & Tow Ball	100.65	
INV #KAT17388	24/11/2020	BURANDO HILL PROPERTIES PTY LTD	1HCK735 Water Cart Camlock Fittings & Hose Clamps	204.99	
INV #KAT17490	04/12/2020	BURANDO HILL PROPERTIES PTY LTD	PLANT Bearings Seals & Lay Flat Hose Fittings	106.92	
INV #KAT17427	27/11/2021	BURANDO HILL PROPERTIES PTY LTD	1HCK735 Water Cart Lay Flat Transfer Hose & Hose Clamps	443.85	
105 EFT31709	19/03/2021	CLAW ENVIRONMENTAL PTY LTD			1,832.82
INV 00017281	30/12/2020	CLAW ENVIRONMENTAL PTY LTD	REFUSE SITE Chemical Drums Collected from Cage	1,832.82	
106 EFT31710	19/03/2021	COCA-COLA AMATIL			462.41
INV 225043715	11/03/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments March 2021	462.41	
107 EFT31711	19/03/2021	GRAHAM'S SMALL MOTOR CENTRE			119.00
INV U34	03/03/2021	GRAHAM'S SMALL MOTOR CENTRE	SALEYARDS Attachment for Billygoat Blower	119.00	
108 EFT31712	19/03/2021	GRANDE FOOD SERVICE			191.81
INV 4175566	10/03/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments March 2021	191.81	
109 EFT31713	19/03/2021	KATANNING PLUMBING & GAS P/L			220.00
INV 00005831	12/03/2021	KATANNING PLUMBING & GAS P/L	AMHERST VILLAGE Replace Taps Unit 3	220.00	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
110	EFT31714	19/03/2021	WESFARMERS KLEENHEAT GAS PTY LTD			106.04
	INV 21735563	04/03/2021	WESFARMERS KLEENHEAT GAS PTY LTD	SALEYARDS Gas for Canteen March 21	106.04	
111	EFT31715	19/03/2021	Katanning H Hardware			138.80
	INV 105001072	03/03/2021	Katanning H Hardware	PLANT Bolts & Washers for Trailer's	84.00	
	INV 102010552	08/03/2021	Katanning H Hardware	PLANT Sanding Flap Wheels for Mechanic	54.80	
112	EFT31716	19/03/2021	NATIONAL LIVESTOCK REPORTING SERVICE			990.00
	INV 2400011724	28/02/2021	NATIONAL LIVESTOCK REPORTING SERVICE	SALEYARDS Livestock Report February 21	990.00	
113	EFT31717	19/03/2021	MARKETFORCE PTY LTD			455.93
	INV 37339	23/02/2021	MARKETFORCE PTY LTD	ADMIN Advertisement for Vacant Position 110221	455.93	
114	EFT31718	19/03/2021	MODUS AUSTRALIA			93,492.96
	INV 00009469	26/02/2021	MODUS AUSTRALIA	PIESSE LAKE Supply & Installation Yarra 5 Custom Toilet Building	93,492.96	
115	EFT31719	19/03/2021	NATASSIA SHIRAZEE			249.96
	INV REIMBURSEMENT	15/03/2021	NATASSIA SHIRAZEE	REIMBURSEMENT 2021 Harmony Festival Ad's Facebook & Instagram	249.96	
116	EFT31720	19/03/2021	JAMES DANIELS PAINTING AND DECORATING			2,145.00
	INV 100321	10/03/2021	JAMES DANIELS PAINTING AND DECORATING	WORKS Pressure Clean Concrete & Paint Round-a-bout	2,145.00	
117	EFT31721	19/03/2021	PFD FOOD SERVICES			301.75
	INV KX538117	10/03/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments March 2021	301.75	
118	EFT31722	19/03/2021	PRE EMPTIVE STRIKE PTY LTD			946.00
	INV 96598	05/03/2021	PRE EMPTIVE STRIKE PTY LTD	HARMONY FESTIVAL Programs A5 Booklet	946.00	
119	EFT31723	19/03/2021	RAECO			404.84
	INV 563173	15/02/2021	RAECO	LIBRARY Stationery Book Covering & Repairing Tools	404.84	
120	EFT31724	19/03/2021	SOLUTIONS IT			1,531.53
	INV A56355	09/03/2021	SOLUTIONS IT	ADMIN Dell Latitude 3000 Series Laptop & Dock	1,531.53	
121	EFT31725	19/03/2021	WARREN BLACKWOOD WASTE			4,096.82
	INV 00017356	08/03/2021	WARREN BLACKWOOD WASTE	WASTE Collection General 220221 - 050321	4,096.82	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
122	EFT31726	19/03/2021	NUTRIEN AG SOLUTIONS			66.00
	INV 904123873	02/02/2021	NUTRIEN AG SOLUTIONS	KA25073 Yale Forklift Gas Bottle	66.00	
123	EFT31727	19/03/2021	SYNERGY			13,708.42
	INV 638847540	02/03/2021	SYNERGY	ELECTRICITY CHARGES Unmetered Powerwatch 010221 - 020321	310.86	
	INV 335812970	02/03/2021	SYNERGY	ELECTRICITY CHARGES CCTV Baker St 291220 - 020321	116.22	
	INV 312951080	03/03/2021	SYNERGY	ELECTRICITY CHARGES 52 Austral Tce 030221 - 030321	1,973.35	
	INV 338348270	04/03/2021	SYNERGY	ELECTRICITY CHARGES Streetlighting 010221 - 040321	10,690.27	
	INV 303663850	10/03/2021	SYNERGY	ELECTRICITY CHARGES Katanning Hotel 151221 - 100321	617.72	
124	EFT31728	22/03/2021	VANESSA ANNE FLEMMING			531.50
	INV A899	16/03/2021	VANESSA ANNE FLEMMING	RATES refund for assessment A899	531.50	
125	EFT31729	26/03/2021	REGIONAL RETAILERS PTY LTD			343.45
	INV 0079	15/03/2021	REGIONAL RETAILERS PTY LTD	YOUTH Programs Nighthoops Food	54.32	
	INV 0078	15/03/2021	REGIONAL RETAILERS PTY LTD	HARMONY FESTIVAL Catering	289.13	
126	EFT31730	26/03/2021	Westcoast Profilers			146,364.69
	INV 24451	28/02/2021	Westcoast Profilers	PIESSE LAKE Preliminaries & Sewer Reticulation	146,364.69	
127	EFT31731	26/03/2021	BGC Construction Pty Ltd			151,288.01
	INV 70667-08	10/03/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 8 Preliminaries & Provisional Sums	129,444.63	
	INV 70667-08	10/03/2021	BGC Construction Pty Ltd	GREAT SOUTHERN AGED ACCOMMODATION Claim 8 Variation 16 Installation Airconditioning	21,843.38	
128	EFT31732	26/03/2021	BGL Solutions Pty Ltd			2,865.96
	INV 0004254	12/03/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 120321	1,265.00	
	INV 0004258	15/03/2021	BGL Solutions Pty Ltd	ADMIN BUILDING Grounds Maintenance March 2021	335.96	
	INV 0004264	19/03/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 190321	1,265.00	
129	EFT31733	26/03/2021	JOAN CLARKE			75.53
	INV REIMBURSEMENT	24/02/2021	JOAN CLARKE	AMHERST VILLAGE Refund of Overpayment to Debtor	75.53	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
130	EFT31734	26/03/2021	Liberty Oil Australia Pty Ltd			12,100.00
	INV F1311001250	12/03/2021	Liberty Oil Australia Pty Ltd	FUEL Bulk Diesel March 2021	12,100.00	
131	EFT31735	26/03/2021	Chris O'Keefe Construction Cost Consultant			770.00
	INV 1265	11/02/2021	Chris O'Keefe Construction Cost Consultant	BUSHFIRE BRIGADE Quantity Surveyor for Proposed Bushfire Station	770.00	
132	EFT31736	26/03/2021	Solutions IT Balcatta			285.56
	INV A56392	12/03/2021	Solutions IT Balcatta	ADMIN Microsoft Windows 10 Pro 64Bit	285.56	
133	EFT31737	26/03/2021	Video Surveillance Technology Pty Ltd			126.50
	INV 2103003	03/03/2021	Video Surveillance Technology Pty Ltd	AIRPORT Repair Front Gate	126.50	
134	EFT31738	26/03/2021	Yellow Gum B&B			519.99
	INV 1053	16/03/2021	Yellow Gum B&B	SANITATION Accommodation for EHO 3,11,12,17 March 2021	519.99	
135	EFT31739	26/03/2021	KATANNING SECURITY PROTECTION PTY LTD			2,225.00
	INV 00000431	13/03/2021	KATANNING SECURITY PROTECTION PTY LTD	HARMONY FESTIVAL Crowd Control 120321 - 130321	2,225.00	
136	EFT31740	26/03/2021	Walkabout Consultancy			300.00
	INV 03	13/03/2021	Walkabout Consultancy	HARMONY FESTIVAL Welcome to Country 2021	300.00	
137	EFT31741	26/03/2021	WOODLANDS DISTRIBUTORS PTY LTD			766.70
	INV KAT1-001	11/03/2021	WOODLANDS DISTRIBUTORS PTY LTD	PIESSE LAKE & LIONS PARK Galvanised Brake Dispensers Plus Dog Waste Bags	766.70	
138	EFT31742	26/03/2021	SEACHIME HOLDINGS PTY LTD			62.54
	INV 00058170	29/12/2020	SEACHIME HOLDINGS PTY LTD	GOVERNANCE 20 Service Presentation Wood Mounted Grader	62.54	
139	EFT31743	26/03/2021	SOPHIE WOLFE			100.00
	INV 150321	15/03/2021	SOPHIE WOLFE	HARMONY FESTIVAL Entertainment Hair Braiding	100.00	
140	EFT31744	26/03/2021	Samuel Bryce			3,000.00
	INV REIMBURSEMENT	15/03/2021	Samuel Bryce	REIMBURSEMENT Relocation Expenses	3,000.00	
141	EFT31745	26/03/2021	CHRISTINA MARIE DE BELLIS			120.00
	INV REIMBURSEMENT	19/03/2021	CHRISTINA MARIE DE BELLIS	REIMBURSEMENT Cat Trap Bond Refund	120.00	

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142	EFT31746	26/03/2021	ALBANY EVENT HIRE			4,544.50
	INV 6522	06/03/2021	ALBANY EVENT HIRE	HARMONY FESTIVAL Stage Marquee Hire 130321	4,544.50	
143	EFT31747	26/03/2021	ALL EVENTS HIRE			1,958.72
	INV AE00942	15/03/2021	ALL EVENTS HIRE	HARMONY FESTIVAL Entertainment Equipment & Sound Hire 130321	1,958.72	
144	EFT31748	26/03/2021	ANISH PEEDIKAYIL PUNNOOSE			240.00
	INV HARMONY	14/03/2021	ANISH PEEDIKAYIL PUNNOOSE	HARMONY FESTIVAL Cleaning 130321	240.00	
145	EFT31749	26/03/2021	AUSTRALIAN TAXATION OFFICE			31,415.00
	INV PAYG	18/03/2021	AUSTRALIAN TAXATION OFFICE	PAYG PAY 19	31,415.00	
146	EFT31750	26/03/2021	AUSTRALIA POST			796.13
	INV 1010372648	03/03/2021	AUSTRALIA POST	DAILY POSTAGE Fee February 21	796.13	
147	EFT31751	26/03/2021	BOC GASES AUSTRALIA			90.76
	INV 4027845983	26/02/2021	BOC GASES AUSTRALIA	GAS Various Shire Properties February 2021	90.76	
148	EFT31752	26/03/2021	OWEN BOXALL			3,400.00
	INV JAN-MRCH21	11/03/2021	OWEN BOXALL	COUNCILLOR Renumeration January - March 2021	3,400.00	
149	EFT31753	26/03/2021	SANDY BOXALL			220.00
	INV 00000422	12/03/2021	SANDY BOXALL	TOURISM Catering for Destination Development Project	220.00	
150	EFT31754	26/03/2021	CLEVER PATCH			996.43
	INV 391034	15/01/2021	CLEVER PATCH	YOUTH Crafternoon Workshop Supplies	996.43	
151	EFT31755	26/03/2021	COCA-COLA AMATIL			454.90
	INV 225107183	18/03/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments March 2021	454.90	
152	EFT31756	26/03/2021	CONNECT CALL CENTRE SERVICES			275.99
	INV 00105605	15/03/2021	CONNECT CALL CENTRE SERVICES	ADMIN After Hours Call Services February 2021	275.99	
153	EFT31757	26/03/2021	DOWNER EDI WORKS PTY LTD			1,961.18
	INV 6010480	10/03/2021	DOWNER EDI WORKS PTY LTD	WORKS 10 Tonne Load Coldmix Material	1,961.18	

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	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
154	EFT31758	26/03/2021	RAY FORD SIGNS			44.00
	INV 12074	16/03/2021	RAY FORD SIGNS	HARMONY FESTIVAL Two Pedestrian Road Signs	44.00	
155	EFT31759	26/03/2021	FORPARK AUSTRALIA			1,214.40
	INV 47358	05/03/2021	FORPARK AUSTRALIA	PIESSE LAKE Dog Exercise Area Slats & Bolts for Shelter	1,214.40	
156	EFT31760	26/03/2021	GRANDE FOOD SERVICE			65.22
	INV 4175976	17/03/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments March 2021	65.22	
157	EFT31761	26/03/2021	GREAT SOUTHERN WEEKENDER			935.00
	INV 31901	18/02/2021	GREAT SOUTHERN WEEKENDER	HARMONY FESTIVAL Great Southern Weekender Adverts 180221	385.00	
	INV 32049	25/02/2021	GREAT SOUTHERN WEEKENDER	HARMONY FESTIVAL Great Southern Weekender Adverts 040321	550.00	
158	EFT31762	26/03/2021	LIZ GUIDERA			9,650.00
	INV JAN-MRCH21	11/03/2021	LIZ GUIDERA	COUNCILLOR President Renumeration January - March 2021	9,650.00	
159	EFT31763	26/03/2021	HOWARD & HEAVER ARCHITECTS			3,966.88
	INV 00006399	15/03/2021	HOWARD & HEAVER ARCHITECTS	GREAT SOUTHERN AGED ACCOMMODATION Construction Management Contract Administration	2,206.88	
	INV 00006399	15/03/2021	HOWARD & HEAVER ARCHITECTS	GREAT SOUTHERN AGED ACCOMMODATION Site Visits 090221 - 250221	1,760.00	
160	EFT31764	26/03/2021	iiNET LIMITED			79.99
	INV 125432824	17/03/2021	iiNET LIMITED	INTERNET Expenses CEO April 21	79.99	
161	EFT31765	26/03/2021	TOLL IPEC/ COURIER AUSTRALIA			21.45
	INV 0498-S408620	28/02/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges Month of February 21	21.45	
162	EFT31766	26/03/2021	JOHN GOODHEART			4,962.50
	INV JAN-MRCH21	11/03/2021	JOHN GOODHEART	COUNCILLOR Renumeration Deputy Presidents January - March 2021	4,962.50	
163	EFT31767	26/03/2021	KNIGHTLINE COMPUTERS			255.90
	INV 00009991	11/03/2021	KNIGHTLINE COMPUTERS	ADMIN Hardware Micro SD Card & USB Thermometer	255.90	
164	EFT31768	26/03/2021	KOBEELYA CONFERENCE CENTRE			2,750.00
	INV 3918	08/03/2021	KOBEELYA CONFERENCE CENTRE	HARMONY FESTIVAL Accommodation for Performers	2,750.00	

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165	EFT31769	26/03/2021	KRISTY D'APRILE			3,400.00
	INV JAN-MRCH21	11/03/2021	KRISTY D'APRILE	COUNCILLOR Renumeration January - March 2021	3,400.00	
166	EFT31770	26/03/2021	KATANNING BOBCAT HIRE			968.00
	INV 0357	09/03/2021	KATANNING BOBCAT HIRE	STANDPIPE Sand Pad for New Tank Trimmer Rd	968.00	
167	EFT31771	26/03/2021	DHU SOUTH ELECTRICAL (T/A LEVITZKE HOLDINGS PTY LTD)			3,080.00
	INV 2951	11/01/2021	DHU SOUTH ELECTRICAL (T/A LEVITZKE HOLDINGS PTY LTD)	MAINTENANCE Repairs of Airconditioning Various Shire Locations	3,080.00	
168	EFT31772	26/03/2021	KATANNING LIONS CLUB			480.00
	INV 205	18/02/2021	KATANNING LIONS CLUB	HARMONY FESTIVAL Six Covid Marshals	480.00	
169	EFT31773	26/03/2021	DANNY MCGRATH			3,400.00
	INV JAN-MRCH21	11/03/2021	DANNY MCGRATH	COUNCILLOR Renumeration January - March 2021	3,400.00	
170	EFT31774	26/03/2021	MCLEODS			539.22
	INV 117917	26/02/2021	MCLEODS	ADMIN Consultants Licence 4 Pemble St WFC	539.22	
171	EFT31775	26/03/2021	ERNEST J MENGHINI			3,400.00
	INV JAN-MRCH21	11/03/2021	ERNEST J MENGHINI	COUNCILLOR Renumeration January - March 2021	3,400.00	
172	EFT31776	26/03/2021	MEREFIELD WILDE AND WOOLLARD PTY LTD			1,179.75
	INV 5371	10/03/2021	MEREFIELD WILDE AND WOOLLARD PTY LTD	SUPER TOWNS Budget Report for Revised Plan for Early Childhood Hub	1,179.75	
173	EFT31777	26/03/2021	MOHANA CATERING			860.00
	INV 353	15/03/2021	MOHANA CATERING	CATERING Council Forum 090321	360.00	
	INV REIMBURSEMENT	16/03/2021	MOHANA CATERING	REIMBURSEMENT Harmony Festival Food Van Bond Refund	500.00	
174	EFT31778	26/03/2021	MARK STEPHENS			3,400.00
	INV JAN-MRCH21	11/03/2021	MARK STEPHENS	COUNCILLOR Renumeration January - March 2021	3,400.00	
175	EFT31779	26/03/2021	PFD FOOD SERVICES			510.95
	INV KX610350	17/03/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments March 2021	510.95	
176	EFT31780	26/03/2021	PLASTICS PLUS			1,085.00
	INV 312197	25/02/2021	PLASTICS PLUS	SANITATION 120L & 240L Waste Bins	1,085.00	

Schedule of Accounts Paid - March 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
177	EFT31781	26/03/2021	SEEK LIMITED			715.00
	INV 97359125	08/03/2021	SEEK LIMITED	ADMIN Advertising Financial Accountant Position	715.00	
178	EFT31782	26/03/2021	SERENA SANDWELL			3,400.00
	INV JAN-MRCH21	11/03/2021	SERENA SANDWELL	COUNCILLOR Renumeration January - March 2021	3,400.00	
179	EFT31783	26/03/2021	SOUTHERLY MAGAZINE			550.00
	INV 0695	03/03/2021	SOUTHERLY MAGAZINE	ADVERTISEMENT Half-page Feature Opera in Katanning	550.00	
180	EFT31784	26/03/2021	SOUTH REGIONAL TAFE			172.20
	INV I0014007	03/03/2021	SOUTH REGIONAL TAFE	TRAINING First Aid Course Finance & Works	114.80	
	INV I0014006	03/03/2021	SOUTH REGIONAL TAFE	TRAINING First Aid Course KLC	57.40	
181	EFT31785	26/03/2021	STEWART & HEATON CLOTHING CO			358.72
	INV SIN-3331239	02/03/2021	STEWART & HEATON CLOTHING CO	BFB PPE Smaller Sizes	358.72	
182	EFT31786	26/03/2021	ZIAGUL SULTANI			480.45
	INV 120321	12/03/2021	ZIAGUL SULTANI	HARMONY FESTIVAL Street Decorations Items	480.45	
183	EFT31787	26/03/2021	TUDOR HOUSE (WA) PTY LTD			232.00
	INV 4757	09/03/2021	TUDOR HOUSE (WA) PTY LTD	HARMONY FESTIVAL Flag Bunting	232.00	
184	EFT31788	26/03/2021	TYREPOWER KATANNING			985.90
	INV 142882	13/03/2021	TYREPOWER KATANNING	PLANT Tyres John Deere Mowers	985.90	
185	EFT31789	26/03/2021	V & G CANVAS AND TRIMMING			691.90
	INV 1301	10/03/2021	V & G CANVAS AND TRIMMING	KAC Repairs to Pool Blanket	691.90	
186	EFT31790	26/03/2021	MARTIN VAN KOLDENHOVEN			3,400.00
	INV JAN-MRCH21	11/03/2021	MARTIN VAN KOLDENHOVEN	COUNCILLOR Renumeration January - March 2021	3,400.00	
187	EFT31791	26/03/2021	WARREN BLACKWOOD WASTE			4,694.05
	INV 00017357	14/03/2021	WARREN BLACKWOOD WASTE	DOMESTIC Sanitation 080321 - 100321	4,694.05	

Schedule of Accounts Paid - March 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
188	EFT31792	26/03/2021	WEST AUSTRALIAN NEWSPAPERS LTD			1,650.01
	INV 1007010420210228	28/02/2021	WEST AUSTRALIAN NEWSPAPERS LTD	HARMONY FESTIVAL Advertisement February 2021	1,100.01	
	INV 1007010420210228	28/02/2021	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING Shire Matters February 2021	550.00	
189	EFT31793	26/03/2021	THE WORKWEAR GROUP			661.61
	INV 12681922	05/11/2020	THE WORKWEAR GROUP	UNIFORMS Library HL 2021	388.21	
	INV 828324CRN	01/12/2020	THE WORKWEAR GROUP	CREDIT NOTE Library Uniforms HL 2021	-144.21	
	INV 12771577	10/12/2020	THE WORKWEAR GROUP	UNIFORMS Library HL 2021	113.01	
	INV 829994CRN	14/12/2020	THE WORKWEAR GROUP	CREDIT NOTE Library Uniforms HL 2021	-116.00	
	INV 12808150	22/12/2020	THE WORKWEAR GROUP	UNIFORMS Library HL 2021	116.00	
	INV 12962604	24/02/2021	THE WORKWEAR GROUP	ADMIN Uniforms SK	105.60	
	INV 12961123	24/02/2021	THE WORKWEAR GROUP	ADMIN Uniforms SK	199.00	
190	EFT31794	26/03/2021	WURGABUP RIFLE CLUB			200.00
	INV 12308	09/03/2021	WURGABUP RIFLE CLUB	BFB Catering for Badgebup Training & Debrief	200.00	
191	EFT31795	26/03/2021	YMCA WA			125.00
	INV DEDUCTION	13/11/2019	YMCA WA	Payroll deductions	125.00	
192	PAY	31/03/2021	PAYROLL			133,083.22
	PAY	31/03/2021	PAYROLL	Payroll PAY 20	133,083.22	

EFT Total \$ 2,197,775.23

Direct Debit Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
193	SUPER	3/03/2021	Superchoice			14,181.23
	SUPER	3/03/2021	Superchoice	Superannuation Payments March Pay 18	14,181.23	
194	DD30245.1	08/03/2021	TELSTRA			5,089.41
	INV 3376774455	25/02/2021	TELSTRA	MOBILE Charges February 21	881.98	
	INV 3376774455	25/02/2021	TELSTRA	PUBLIC WORKS Four Replacement Apple Iphones	1,534.98	
	INV 4253504000	21/02/2021	TELSTRA	LANDLINE Charges February 21	2,672.45	

Schedule of Accounts Paid - March 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
195	DD30270.1	15/03/2021	SG FLEET AUSTRALIA PTY LTD			1,054.37
	INV CESM VEHICLE LEASE	15/03/2021	SG FLEET AUSTRALIA PTY LTD	CESM Vehicle Lease Payment February 2021	1,054.37	
196	SUPER	17/03/2021	Superchoice			15,069.47
	SUPER	17/03/2021	Superchoice	Superannuation Payments March Pay 19	15,069.47	
197	DD30275.1	22/03/2021	CUSTOM SERVICE LEASING LTD			341.92
	INV LCDC VEHICLE LEASE	22/03/2021	CUSTOM SERVICE LEASING LTD	LCDC Vehicle Lease Payment February 2021	341.92	
198	DD30288.1	30/03/2021	TELSTRA			3,595.27
	INV 4253504000	21/03/2021	TELSTRA	LANDLINE Charges March 2021	2,714.21	
	INV 3376774455	25/03/2021	TELSTRA	MOBILE Charges March 2021	881.06	
199	SUPER	31/03/2021	Superchoice			15,456.09
	SUPER	31/03/2021	Superchoice	Superannuation Payments March Pay 20	15,456.09	

Direct Debit Total \$ 54,787.76

General Credit Card Purchases

	Direct Debit Number	Date	GENERAL Credit Card Purchases		
200	DD30292.1	29/03/2021	COMMONWEALTH BANK		274.44
	INV HRMARCH21	05/03/2021	COMMONWEALTH BANK	CREDIT CARD Charged in Error	49.84
	INV EMCCMARCH21	05/03/2021	COMMONWEALTH BANK	CREDIT CARD Parking Attendance Budget Workshop	45.00
	INV EMCCMARCH21	17/03/2021	COMMONWEALTH BANK	CREDIT CARD Registration of Boxtop Trailer 1TVY057	99.50
	INV EMCCMARCH21	22/03/2021	COMMONWEALTH BANK	CREDIT CARD Land titles for Reserve 12423	80.10
201	DD30292.2	29/03/2021	JB'S QUALITY MEAT		72.70
	INV KLCMARCH21	15/03/2021	JB'S QUALITY MEAT	CREDIT CARD Social Senior Basketball Community Meeting Catering	72.70
202	DD30292.3	29/03/2021	WOOLWORTHS (WA) LIMITED		17.50
	INV KLCMARCH21	15/03/2021	WOOLWORTHS (WA) LIMITED	CREDIT CARD Social Senior Basketball Community Meeting Catering	17.50
203	DD30292.4	29/03/2021	DOME COFFEES AUSTRALIA PTY LTD		101.85
	INV CEOMARCH21	25/02/2021	DOME COFFEES AUSTRALIA PTY LTD	CREDIT CARD Councillors Breakfast Meeting	101.85

Schedule of Accounts Paid - March 2021

10.2.1

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
204 DD30293.1	29/03/2021	COMMONWEALTH BANK			4,008.11
INV CEOMARCH21	24/03/2021	COMMONWEALTH BANK	GOVERNANCE Zoom Subscription 240321 - 230322	230.89	
INV HRMARCH21	05/03/2021	COMMONWEALTH BANK	CREDIT CARD Charged in Error	1.25	
INV HRMARCH21	25/03/2021	COMMONWEALTH BANK	CREDIT CARD Leaving Gift SH	101.90	
INV HRMARCH21	25/03/2021	COMMONWEALTH BANK	CREDIT CARD Leaving Gift KP	106.90	
INV CEOMARCH21	04/03/2021	COMMONWEALTH BANK	CREDIT CARD Grazing Boxes Katanning Opera	134.80	
INV HRMARCH21	05/03/2021	COMMONWEALTH BANK	CREDIT CARD Charged in Error	1,699.62	
INV HRMARCH21	05/03/2021	COMMONWEALTH BANK	CREDIT CARD Charged in Error	42.49	
INV HRMARCH21	12/03/2021	COMMONWEALTH BANK	CREDIT CARD Accommodation for Training CC & JL	176.75	
INV HRMARCH21	12/03/2021	COMMONWEALTH BANK	CREDIT CARD Accommodation for Training CC & JL	176.75	
INV HRMARCH21	18/03/2021	COMMONWEALTH BANK	CREDIT CARD Essential Library Skill Course HL	457.00	
INV HRMARCH21	18/03/2021	COMMONWEALTH BANK	CREDIT CARD Accommodation for Multicultural Awards Night	184.76	
INV HRMARCH21	22/03/2021	COMMONWEALTH BANK	CREDIT CARD Accommodation for Aerodrome Training RB & KV	695.00	
Credit Card Totals				\$4,474.60	

Cheque Total	\$1,286.65	0.06%
EFT Total	\$1,831,427.83	81.10%
Payroll Total	\$366,347.40	16.22%
Direct Debit Total	\$54,787.76	2.43%
Credit Card Total	\$4,474.60	0.20%
	\$2,258,324.24	100.00%



Shire of
Katanning
Heart of the Great Southern

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





MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 March 2021

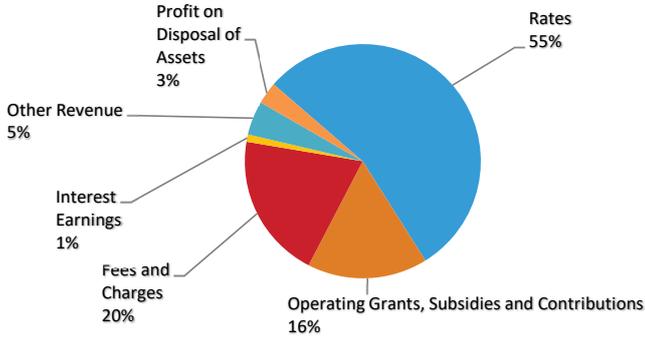
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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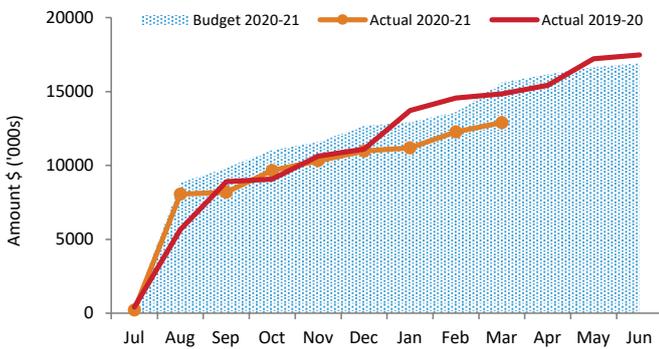
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OPERATING ACTIVITIES

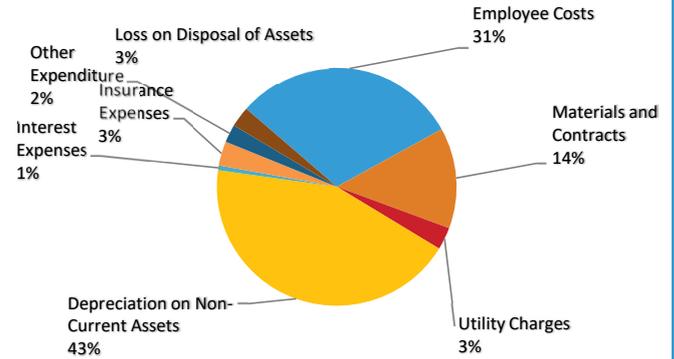
OPERATING REVENUE



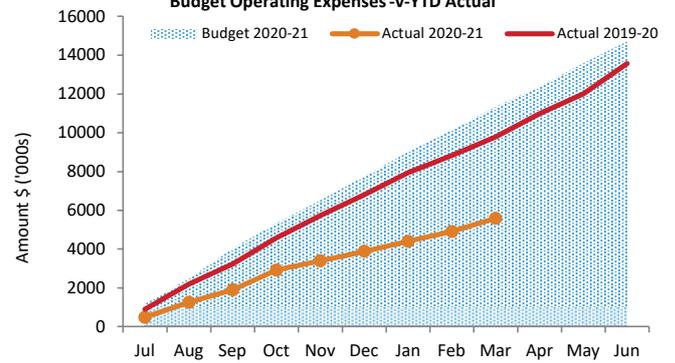
Budget Operating Revenues -v- Actual



OPERATING EXPENSES



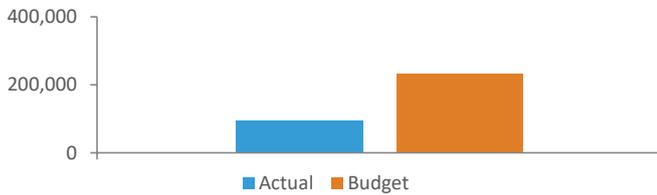
Budget Operating Expenses -v- YTD Actual



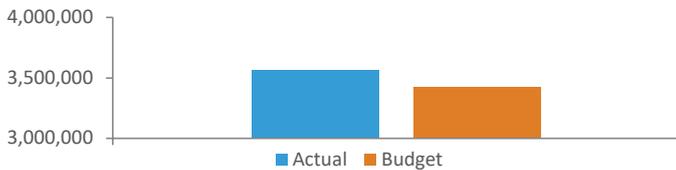
FINANCING ACTIVITIES

BORROWINGS

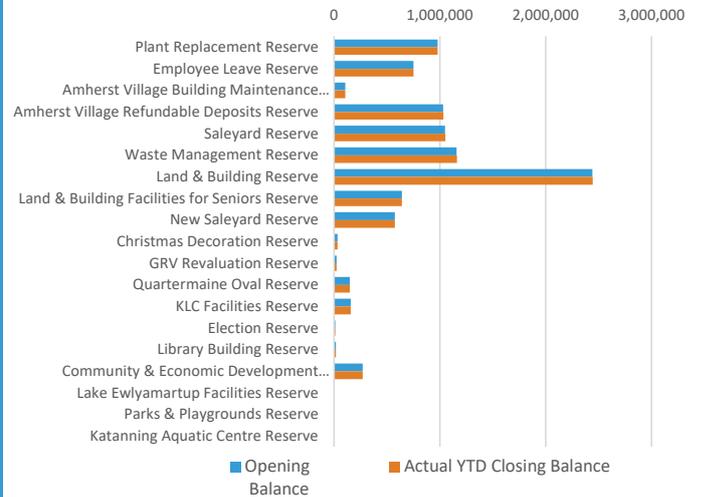
Principal Repayments



Principal Outstanding



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.51 M	\$2.51 M	\$2.51 M	\$0.00 M
Closing	(\$0.00 M)	\$3.33 M	\$2.41 M	(\$0.92 M)

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$15.36 M	% of total
Unrestricted Cash	\$1.51 M	9.8%
Restricted Cash	\$13.86 M	90.2%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$6.01 M	% Outstanding
Trade Payables	\$0.16 M	
Over 30 Days		1.7%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables

	\$0.47 M	% Collected
Rates Receivable	\$1.16 M	74.1%
Trade Receivable	\$0.47 M	
Over 30 Days		97.3%
Over 90 Days		95.2%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.34 M	\$1.32 M	\$2.01 M	\$0.69 M

Refer to Statement of Financial Activity

Rates Revenue

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

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$1.26 M	% Variance
YTD Budget	\$1.66 M	(24.2%)

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$1.53 M	% Variance
YTD Budget	\$1.56 M	(1.9%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.03 M)	(\$2.62 M)	(\$3.13 M)	(\$0.51 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.96 M	%
Adopted Budget	\$0.97 M	(1.4%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$8.60 M	% Spent
Adopted Budget	\$15.18 M	(43.3%)

Refer to Note 8 - Capital Acquisition

Capital Grants

YTD Actual	\$4.52 M	% Received
Adopted Budget	\$8.17 M	(44.7%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$3.19 M	\$2.11 M	\$1.02 M	(\$1.09 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.09 M
Interest expense	\$0.07 M
Principal due	\$3.56 M

Refer to Note 9 - Borrowings

Reserves

Reserves balance	\$9.38 M
Interest earned	\$0.01 M

Refer to Note 11 - Cash Reserves

Lease Liability

Principal repayments	\$0.01 M
Interest expense	\$0.01 M
Principal due	\$0.05 M

Refer to Note 10 - Lease Liabilities

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

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

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

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

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

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

HEALTH

To provide an operational framework for environmental and community health.

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

EDUCATION AND WELFARE

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

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

HOUSING

To provide and maintain staff and elderly residents housing.

Provision and maintenance of staff and elderly residents housing.

COMMUNITY AMENITIES

To provide services required by the community.

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

RECREATION AND CULTURE

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

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

TRANSPORT

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

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

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

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

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

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

10.2.2

STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2021

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,511,242	2,511,242	2,511,242	0	0.00%	
Revenue from operating activities							
Governance		346,858	335,996	172,701	(163,295)	(48.60%)	▼
General purpose funding - general rates	6	4,190,189	4,189,808	4,183,721	(6,087)	(0.15%)	
General purpose funding - other		1,128,665	859,892	832,611	(27,281)	(3.17%)	
Law, order and public safety		238,222	172,247	100,016	(72,231)	(41.93%)	▼
Health		2,550	1,899	1,563	(336)	(17.69%)	
Education and welfare		193,815	176,713	97,106	(79,607)	(45.05%)	▼
Housing		552,423	136,845	107,918	(28,927)	(21.14%)	▼
Community amenities		944,144	908,050	894,418	(13,632)	(1.50%)	
Recreation and culture		344,687	297,404	314,666	17,262	5.80%	
Transport		228,719	199,890	394,604	194,714	97.41%	▲
Economic services		793,857	627,655	498,989	(128,666)	(20.50%)	▼
Other property and services		129,462	114,461	47,226	(67,235)	(58.74%)	▼
		9,093,591	8,020,860	7,645,539	(375,321)		
Expenditure from operating activities							
Governance		(1,204,031)	(933,678)	(1,012,495)	78,817	8.44%	
General purpose funding		(295,149)	(217,166)	(167,081)	(50,085)	(23.06%)	▼
Law, order and public safety		(605,963)	(467,458)	(385,199)	(82,259)	(17.60%)	▼
Health		(193,486)	(153,830)	(118,765)	(35,065)	(22.79%)	▼
Education and welfare		(547,531)	(430,698)	(296,522)	(134,176)	(31.15%)	▼
Housing		(760,398)	(493,602)	(579,941)	86,339	17.49%	▲
Community amenities		(1,213,162)	(921,214)	(842,949)	(78,265)	(8.50%)	
Recreation and culture		(4,078,320)	(3,141,051)	(3,066,921)	(74,130)	(2.36%)	
Transport		(4,179,987)	(3,135,179)	(2,868,698)	(266,481)	(8.50%)	
Economic services		(1,566,762)	(1,218,765)	(974,595)	(244,170)	(20.03%)	▼
Other property and services		(256,405)	(226,495)	(52,026)	(174,469)	(77.03%)	▼
		(14,901,194)	(11,339,136)	(10,365,192)	973,944		
Non-cash amounts excluded from operating activities	1(a)	6,144,973	4,640,174	4,728,439	88,265	1.90%	
Amount attributable to operating activities		337,370	1,321,898	2,008,786	686,888		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	14	8,172,871	7,592,812	4,518,365	(3,074,447)	(40.49%)	▼
Proceeds from disposal of assets	7	970,712	843,200	957,559	114,359	13.56%	▲
Payments for property, plant and equipment and infrastructure	8	(15,177,640)	(11,052,032)	(8,601,180)	(2,450,852)	(22.18%)	▼
Amount attributable to investing activities		(6,034,057)	(2,616,020)	(3,125,257)	(509,237)		
Financing Activities							
Proceeds from new debentures	9	1,130,000	1,130,000	1,130,000	0	0.00%	
Transfer from reserves	11	3,906,237	1,980,123	0	(1,980,123)	(100.00%)	▼
Payments for principal portion of lease liabilities	10	(13,634)	(11,208)	(11,208)	0	0.00%	
Repayment of debentures	9	(232,492)	(94,696)	(94,696)	0	0.00%	
Transfer to reserves	11	(1,604,666)	(893,903)	(6,572)	(887,331)	(99.26%)	▼
Amount attributable to financing activities		3,185,445	2,110,316	1,017,524	(1,092,792)		
Closing funding surplus / (deficit)	1(c)	(0)	3,327,436	2,412,296			

KEY INFORMATION

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

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

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

10.2.2
BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,511,242	2,511,242	2,511,242	0	0.00%	
Revenue from operating activities							
Rates	6	4,190,189	4,189,808	4,183,721	(6,087)	(0.15%)	
Operating grants, subsidies and contributions	13	2,004,745	1,664,842	1,261,253	(403,589)	(24.24%)	▼
Fees and charges		1,826,378	1,564,383	1,534,552	(29,831)	(1.91%)	
Interest earnings		124,224	101,921	76,609	(25,312)	(24.83%)	▼
Other revenue		823,377	375,228	357,435	(17,793)	(4.74%)	
Profit on disposal of assets	7	124,678	124,678	231,969	107,291	86.05%	▲
		9,093,591	8,020,860	7,645,539	(375,321)		
Expenditure from operating activities							
Employee costs		(4,241,233)	(3,201,680)	(3,170,084)	31,596	0.99%	
Materials and contracts		(2,864,750)	(2,276,505)	(1,418,016)	858,489	37.71%	▲
Utility charges		(480,420)	(362,975)	(315,791)	47,184	13.00%	▲
Depreciation on non-current assets		(6,018,038)	(4,513,239)	(4,513,239)	0	0.00%	
Interest expenses		(126,895)	(74,068)	(65,862)	8,206	11.08%	
Insurance expenses		(355,621)	(355,601)	(344,778)	10,823	3.04%	
Other expenditure		(562,624)	(303,455)	(250,002)	53,453	17.61%	▲
Loss on disposal of assets	7	(251,613)	(251,613)	(287,420)	(35,807)	(14.23%)	▼
		(14,901,194)	(11,339,136)	(10,365,192)	973,944		
Non-cash amounts excluded from operating activities	1(a)	6,144,973	4,640,174	4,728,439	88,265	1.90%	
Amount attributable to operating activities		337,370	1,321,898	2,008,786	686,888		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	14	8,172,871	7,592,812	4,518,365	(3,074,447)	(40.49%)	▼
Proceeds from disposal of assets	7	970,712	843,200	957,559	114,359	13.56%	▲
Payments for property, plant and equipment and infrastructure	8	(15,177,640)	(11,052,032)	(8,601,180)	2,450,852	22.18%	▲
Amount attributable to investing activities		(6,034,057)	(2,616,020)	(3,125,257)	(509,237)		
Financing Activities							
Proceeds from new debentures	9	1,130,000	1,130,000	1,130,000	0	0.00%	
Transfer from reserves	11	3,906,237	1,980,123	0	(1,980,123)	(100.00%)	▼
Payments for principal portion of lease liabilities	10	(13,634)	(11,208)	(11,208)	0	0.00%	
Repayment of debentures	9	(232,492)	(94,696)	(94,696)	0	0.00%	
Transfer to reserves	11	(1,604,666)	(893,903)	(6,572)	887,331	99.26%	▲
Amount attributable to financing activities		3,185,445	2,110,316	1,017,524	(1,092,792)		
Closing funding surplus / (deficit)	1(c)	(0)	3,327,436	2,412,296	(915,140)		

KEY INFORMATION

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

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

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

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 April 2021

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	7	(124,678)	(124,678)	(231,969)
Less: Movement in liabilities associated with restricted cash		0	0	(11,311)
Less: Amherst Reducing Equity		0	0	171,060
Add: Loss on asset disposals	7	251,613	251,613	287,420
Add: Depreciation on assets		6,018,038	4,513,239	4,513,239
Total non-cash items excluded from operating activities		6,144,973	4,640,174	4,728,439

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

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

		Last Year Closing 30 June 2020	This Time Last Year 31 March 2020	Year to Date 31 March 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(9,369,288)	(8,375,326)	(9,375,860)
Add: Borrowings	9	190,853	106,294	96,157
Add: Provisions - employee	12	657,975	550,758	646,664
Add: Lease liabilities	10	19,589	0	8,381
Add: Amherst Deposits		1,036,928	869,480	1,207,988
Add: Local Government House Trust		124,637	122,620	124,637
Total adjustments to net current assets		(7,339,306)	(6,726,174)	(7,292,033)

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

Current assets				
Cash and cash equivalents	2	18,553,847	19,061,797	15,229,510
Rates receivables	3	954,475	1,358,023	1,159,923
Receivables	3	684,005	365,338	467,575
Other current assets	4	15,336	3,706	4,207
Less: Current liabilities				
Payables	5	(8,664,218)	(7,691,146)	(6,006,216)
Borrowings	9	(190,853)	(106,294)	(96,157)
Contract liabilities	12	(824,480)	0	(399,468)
Lease liabilities	10	(19,589)	0	(8,381)
Provisions	12	(657,975)	(550,758)	(646,664)
Less: Total adjustments to net current assets	1(b)	(7,339,306)	(6,726,174)	(7,292,033)
Closing funding surplus / (deficit)		2,511,242	5,714,492	2,412,296

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty cash and floats	Cash and cash equivalents	2,199		2,199			Nil	On hand
Municipal Bank Account	Cash and cash equivalents	1,503,001		1,503,001		CBA	Nil	
OCDF - Main ECH	Cash and cash equivalents	0	4,208,026	4,208,026		WATC	0.05%	30/04/2021
OCDF - Heritage Centre	Cash and cash equivalents	0	272,516	272,516		WATC	0.05%	30/04/2021
Reserves At-call Account	Cash and cash equivalents	0	9,375,859	9,375,859		CBA	0.01%	30/04/2021
Trust Bank Account	Cash and cash equivalents	0		0	46,168	CBA	Nil	
Total		1,505,200	13,856,400	15,361,600	46,168			
Comprising								
Cash and cash equivalents		1,505,200	13,856,400	15,361,600	46,168			
		1,505,200	13,856,400	15,361,600	46,168			

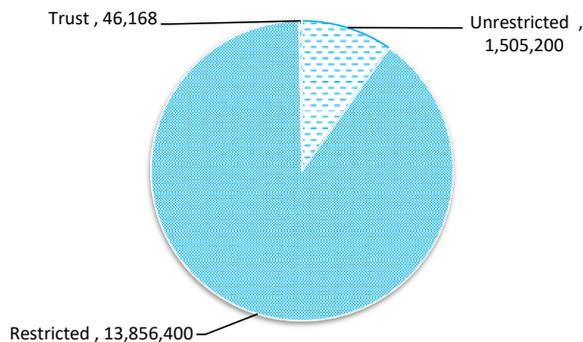
KEY INFORMATION

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

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

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

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



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

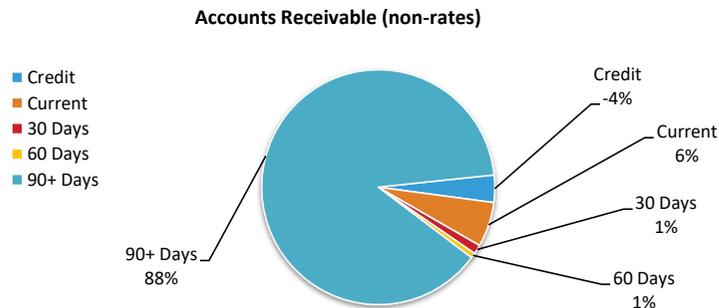
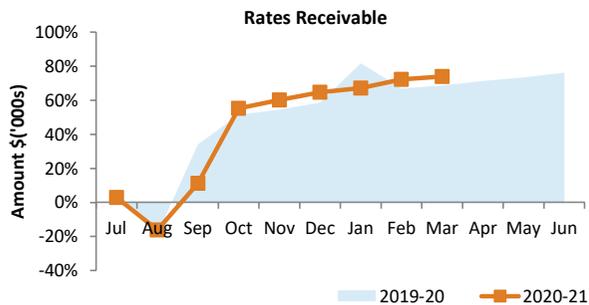
Rates receivable	30 June 2020	31 Mar 2021
	\$	\$
Opening arrears previous years	652,094	954,475
Opening pensioner deferred rates	231,016	261,467
Rates levied this year	4,129,783	4,183,721
Penalty charges levied this year	117,519	79,289
Less - collections to date	(3,914,471)	(4,057,562)
Equals current outstanding	1,215,941	1,421,389
Less Pensioner deferred rates	(261,467)	(261,467)
Net rates collectable	954,475	1,159,923
% Collected	76.3%	74.1%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(24,844)	40,919	8,279	4,899	584,133	613,387
Percentage	(4.1%)	6.7%	1.3%	0.8%	95.2%	
Balance per trial balance						
Sundry receivable						613,387
GST receivable						157,796
Allowance for impairment of receivables						(303,608)
Accrued Income						0
Total receivables general outstanding						467,575

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



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

Significant Rates Debtors Outstanding Exceeding \$10,000:

Assessment #	Rates Outstanding	% of Outstanding	Comments
A37	\$ 11,815	0.83%	Legal Action
A86	\$ 23,374	1.64%	Legal Action
A108	\$ 14,741	1.04%	Legal Action
A183	\$ 34,242	2.41%	Legal Action
A184	\$ 97,349	6.85%	Legal Action
A267	\$ 15,823	1.11%	Pensioner
A467	\$ 11,169	0.79%	
A569	\$ 22,342	1.57%	
A682	\$ 11,087	0.78%	Pensioner/DD
A831	\$ 12,930	0.91%	Pensioner
A897	\$ 18,438	1.30%	Legal Action
A905	\$ 28,081	1.98%	2 yrs rates
A1048	\$ 15,970	1.12%	Legal Action
A1095	\$ 13,067	0.92%	Pensioner
A1148	\$ 10,355	0.73%	Pensioner
A1165	\$ 15,051	1.06%	Legal Action
A1192	\$ 13,299	0.94%	Pensioner
A1232	\$ 15,169	1.07%	Pensioner
A1238	\$ 10,305	0.73%	Pensioner
A1260	\$ 17,110	1.20%	Pensioner
A1310	\$ 10,322	0.73%	
A1347	\$ 22,669	1.59%	Legal Action
A1458	\$ 16,223	1.14%	Pensioner
A1514	\$ 27,558	1.94%	Legal Action
A1617	\$ 14,045	0.99%	Deceased Est.
A2264	\$ 22,515	1.58%	Legal Action
A2693	\$ 25,604	1.80%	Legal Action
A2695	\$ 15,481	1.09%	Legal Action
A2712	\$ 20,673	1.45%	
A2842	\$ 38,668	2.72%	Current yr rates
A3128	\$ 39,363	2.77%	Legal Action
A3222	\$ 37,127	2.61%	Deceased Est.
A3341	\$ 35,071	2.47%	Sale pending
A3652	\$ 12,808	0.90%	
	\$ 749,842	52.75%	

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

Debtor #	Debtor	% of Outstanding	Age	Comments
	Bride	\$ 250,906	40.90%	90+ Days Ongoing
	Nutrien Ag Solutions	\$ 41,493	6.76%	90+ Days + Current
	Tricoast Holding P/L	\$ 15,653	2.55%	90+ Days In liquidation
	\$ 308,051	50.22%		

Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 March 2021
	\$	\$	\$	\$
Inventory				
Fuel and materials	15,086	0	(11,129)	3,957
Prepayments				
Prepayments	250	0	0	250
Total other current assets	15,336	0	(11,129)	4,207
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

Contract assets

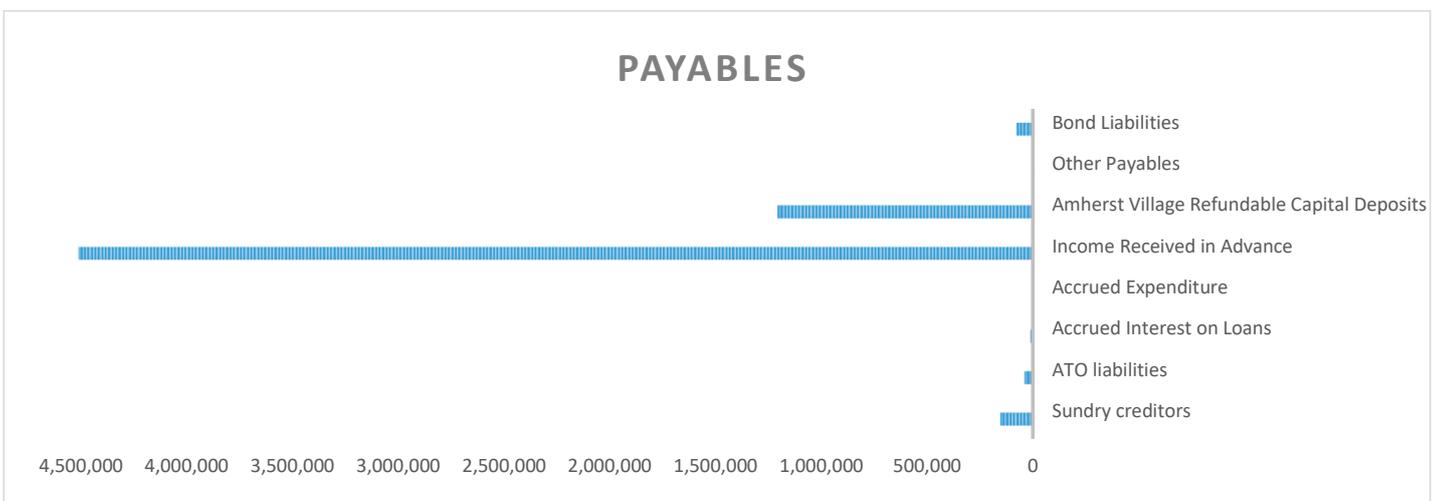
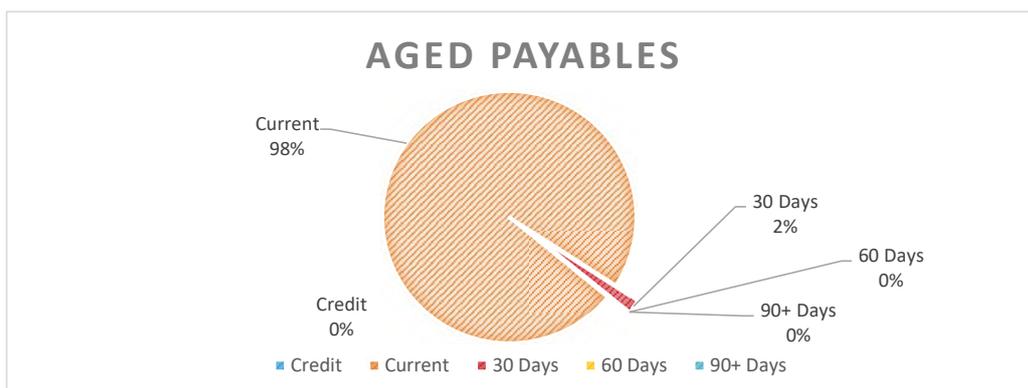
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(85)	153,735	2,723	0	0	156,373
Percentage	0%	98.3%	1.7%	0%	0%	
Balance per trial balance						
Sundry creditors						156,373
ATO liabilities						42,615
Accrued Interest on Loans						14,437
Accrued Expenditure						0
Income Received in Advance						4,505,455
Amherst Village Refundable Capital Deposits						1,207,988
Other Payables						(1,616)
Bond Liabilities						80,964
Total payables general outstanding						6,006,216

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



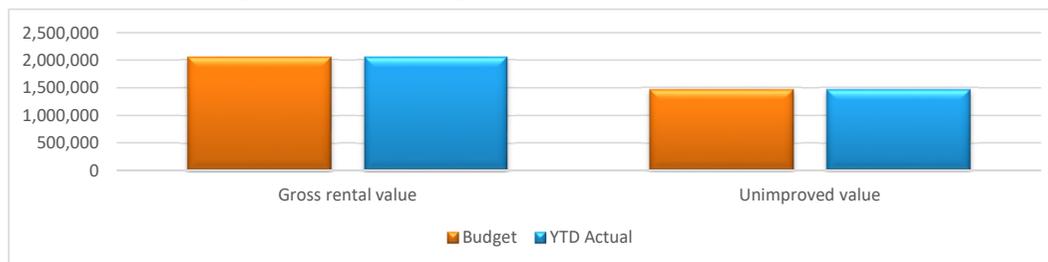
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

10.2.2
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

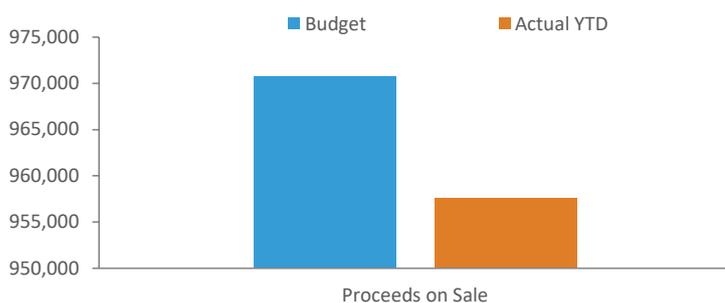
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Gross rental value	10.1250	1,197	20,226,681	2,047,954	0	2,000	2,049,954	2,047,954	3,698		2,051,652
Unimproved value											
Unimproved value	1.0400	207	140,297,500	1,459,094	2,000	0	1,461,094	1,459,094	(305)		1,458,789
Sub-Total		1,404	160,524,181	3,507,048	2,000	2,000	3,511,048	3,507,048	3,393	0	3,510,441
Minimum payment	Minimum \$										
Gross rental value											
Gross rental value	979	609	3,921,486	596,211	0	0	596,211	596,211			596,211
Unimproved value											
Unimproved value	979	128	6,250,188	125,312	0	0	125,312	125,312			125,312
Sub-total		737	10,171,674	721,523	0	0	721,523	721,523	0	0	721,523
Discounts & Write-offs							(44,782)				(49,974)
Concessions							(1,500)				(1,835)
Rates Adjustment							(500)				(792)
Amount from general rates							4,185,789				4,179,363
Ex-gratia rates							4,400				4,358
Total general rates							4,190,189				4,183,721

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
LB0075	17 Marri Drive, Katanning	13,000	13,000	0	0	13,000	13,000	0	0
L53	Lot 523 Dore Street, Katanning	0	0	0	0	909	909	0	0
L27	77 (Lot 684) Piesse Street, Katanning	10,000	10,000	0	0	0	0	0	0
	Buildings								
B2080	17 Marri Drive, Katanning	372,710	237,000	0	(135,710)	376,245	237,000	0	(139,245)
L55	55B Beaufort Street - Lot 98 (A3314)	375,903	260,000	0	(115,903)	379,182	252,564	0	(126,618)
	Plant and equipment								
	Governance								
MV122	Toyota Prado 01KA	34,008	53,000	18,992	0	35,392	53,636	18,244	0
MV123	Toyota Camry KA1100	0	0	0	0	14,217	24,000	9,783	0
MV127	Colorado Trailblazer KA062	23,548	32,000	8,452	0	25,098	34,773	9,675	0
MV129	Colorado Trailblazer KA472	32,000	32,000	0	0	0	0	0	0
	Recreation and culture								
MV126	Colorado Ute 4x4 KA566	0	0	0	0	22,384	31,818	9,434	0
	Transport								
MV114	Colorado Trailblazer KA09	5,690	25,000	19,310	0	6,415	24,773	18,358	0
MV125	Colorado Trailblazer KA00	23,538	32,000	8,462	0	25,098	33,182	8,084	0
MV62	Hyundai iLoad KA457	0	10,000	10,000	0	0	0	0	0
MV61	Mazda BT50 P&G KA277	0	3,000	3,000	0	0	6,364	6,364	0
MV79	Ford Ranger Ute - P&G KA24621	0	5,000	5,000	0	0	12,273	12,273	0
PE105	Fuso Canter - Works KA24951	13,500	25,000	11,500	0	13,500	17,270	3,770	0
PE108	Fuso Canter - Civil KA0287	13,500	25,000	11,500	0	13,500	17,270	3,770	0
PE101	Toro Mower	0	0	0	0	0	0	0	0
MV109	Colorado 4x4 Ranger KA369	0	0	0	0	6,013	26,364	20,351	0
MV71	Colorado 4x4 KA24568	4,238	7,200	2,962	0	0	13,636	13,636	0
P6101	Volvo Front End Loader - Waste	4,500	30,000	25,500	0	4,500	45,000	40,500	0
MV78	Ford Ranger Ute KA108	0	0	0	0	0	4,727	4,727	0
PE100	Fuso Canter - Parks KA1337	16,756	16,756	0	0	0	0	0	0
MV128	Colorado Trailblazer KA189	32,000	32,000	0	0	0	0	0	0
PE136	CAT Motor Grader 1DPP247	95,000	95,000	0	0	42,000	95,000	53,000	0
	Economic services								
PE199	JCB Skid Steer - Saleyards KA25223	14,000	14,000	0	0	35,557	14,000	0	(21,557)
PE99	Fuso Canter - Saleyards KA1808	13,756	13,756	0	0	0	0	0	0
		1,097,647	970,712	124,678	(251,613)	1,013,010	957,559	231,969	(287,420)



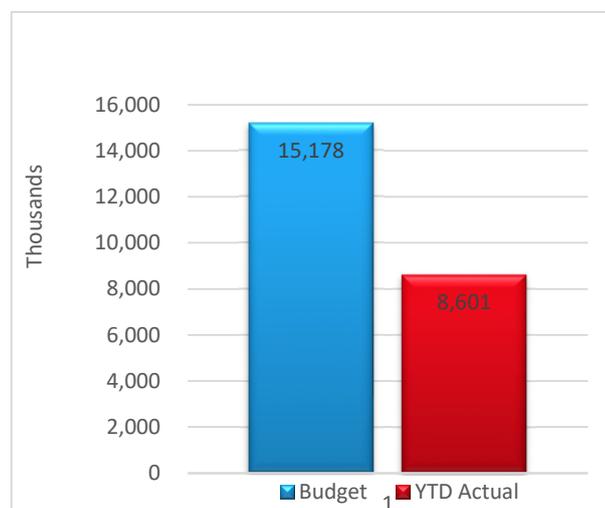
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

10.2.2
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - non-specialised	9,305,578	6,128,789	5,540,303	(588,486)
Plant	1,936,442	1,930,442	1,810,226	(120,216)
Equipment	170,960	45,960	39,939	(6,021)
Motor Vehicles	438,407	438,407	364,408	(73,999)
Infrastructure - Roads	1,505,418	1,141,392	489,109	(652,283)
Infrastructure - Footpaths	742,605	721,812	64,082	(657,730)
Infrastructure - Parks & Ovals	30,000	0	0	0
Infrastructure - Other	1,048,230	645,230	293,114	(352,116)
Total Capital Acquisitions	15,177,640	11,052,032	8,601,180	(2,450,852)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	8,172,871	7,592,812	4,518,365	(3,074,447)
Borrowings	1,130,000	1,130,000	1,130,000	0
Other (disposals & C/Fwd)	970,712	843,200	957,559	114,359
Cash backed reserves				
Plant Replacement Reserve	447,999	304,640	0	(304,640)
Amherst Village Building Maintenance Reserve	58,210	0	0	0
Amherst Village Refundable Deposits Reserve	190,040	190,040	0	(190,040)
Waste Management Reserve	726,980	726,980	0	(726,980)
Land & Building Reserve	1,971,057	665,057	0	(665,057)
Land & Building Facilities for Seniors Reserve	240,000	0	0	0
New Saleyard Reserve	261,451	93,406	0	(93,406)
KLC Facilities Reserve	2,500	0	0	0
Library Building Reserve	8,000	0	0	0
Contribution - operations	997,820	(494,103)	1,995,257	2,489,360
Capital funding total	15,177,640	11,052,032	8,601,180	(2,450,852)

SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

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

		Adopted					
Account Description		Program	Key Information Note	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Buildings - non specialised							
6%	 New Admin & Civic Building - Courtyard	Governance		50,000	50,000	2,990	(47,010)
96%	 Supertowns - Heritage Precinct - Welcome Precinct	Governance		625,262	468,945	599,077	(26,185)
62%	 Supertowns - Heritage Precinct - Piesse Park	Governance		3,370,012	2,527,506	2,086,166	(1,283,846)
0%	 Early Childhood Hub	Governance		1,200,000	0	1,073	(1,198,928)
44%	 Katanning Community Medical Centre	Health		739,307	554,481	328,280	(411,027)
78%	 Aged & Key Worker Accommodation Project	Housing		3,024,237	2,268,180	2,351,271	(672,966)
51%	 Amherst - 3 x Bathroom Renovations	Housing		30,000	30,000	15,224	(14,776)
46%	 Amherst - Painting all downpipes & eaves	Housing		28,210	28,210	13,008	(15,202)
83%	 Regional Waste Initiative Stage 1	Community amenities		148,350	111,267	123,681	(24,669)
89%	 KLC Gym Extension Fans	Recreation and culture		5,500	5,500	4,905	(595)
0%	 KLC Landscaping Entrance (inc. Shire removal of existing)	Recreation and culture	2	45,000	45,000	0	(45,000)
92%	 KLC External Lighting & Security	Recreation and culture		9,000	9,000	8,244	(756)
128%	 KAC - Concreting at Pool Cover area & other works	Recreation and culture		5,000	5,000	6,385	1,385
0%	 Katanning Gallery - Art Storage - Airconditioning and door	Recreation and culture	2	25,700	25,700	0	(25,700)
Buildings - non specialised Total				9,305,578	6,128,789	5,540,303	(3,765,275)
Plant							
120%	 Variable Message Sign 1	Law, order, public safety		21,004	21,004	25,200	4,196
100%	 Landfill Compactor	Community amenities		565,000	565,000	563,400	(1,600)
128%	 Case 2020 Wheel Loader KA25381	Community amenities	1	161,980	161,980	206,980	45,000
100%	 Water Cart KA11914	Transport		237,460	237,460	237,460	0
100%	 Grader 1DPP247	Transport		357,200	357,200	357,200	0
0%	 Fuso Canter - Parks KA1337	Transport	2	61,756	61,756	0	(61,756)
100%	 Fuso Canter - Works KA24951	Transport		78,150	78,150	78,150	0
100%	 Fuso Canter - Civil KA0287	Transport		78,150	78,150	78,150	0
100%	 John Deere Backhoe KA25566	Transport		163,810	163,810	163,810	0
0%	 Mower	Transport	2	6,000	0	0	(6,000)
0%	 Pedestrian Roller Compactor KA8838	Transport	2	16,500	16,500	0	(16,500)
0%	 Colorado Ute KA24568	Transport	2	27,800	27,800	0	(27,800)
100%	 Yanmar Excavator (Cemetery)	Transport		32,750	32,750	32,750	0

Capital expenditure total

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

			Adopted				
	Account Description	Program	Key Information Note	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
100%	 Skid Steer - Saleyards	Economic services		67,126	67,126	67,126	0
0%	 Fuso Canter - Saleyards KA1808	Economic services	2	61,756	61,756	0	(61,756)
Plant Total				1,936,442	1,930,442	1,810,226	(126,216)
Equipment							
0%	 Purchase of Equipment	Law, order, public safety	2	25,000	0	0	(25,000)
0%	 Installation of strategic CCTV camera's in Piesse Park and other public areas	Law, order, public safety	2	100,000	0	0	(100,000)
87%	 Food Van	Economic services		45,960	45,960	39,939	(6,021)
Equipment Total				170,960	45,960	39,939	(131,021)
Motor Vehicles							
100%	 Prado 01KA	Governance		65,221	65,221	65,221	0
0%	 Trailblazer KA472	Governance	2	37,000	37,000	0	(37,000)
100%	 Pool Car KA1100	Governance		24,273	24,273	24,273	(0)
100%	 Colorado Ute KA566	Recreation and culture		38,740	38,740	38,740	0
100%	 Mazda BT50 KA277	Transport		39,857	39,857	39,857	0
100%	 Ford Ranger KA108	Transport		37,157	37,157	37,157	0
100%	 Ford Ranger KA24621	Transport		40,533	40,533	40,533	0
0%	 Trailblazer KA189	Transport	2	37,000	37,000	0	(37,000)
100%	 Trailblazer KA09	Transport		36,432	36,432	36,432	(0)
100%	 Colorado Ute KA369	Transport		41,097	41,097	41,097	(0)
100%	 Colorado Ute KA24568	Transport		41,097	41,097	41,097	(0)
Motor Vehicles Total				438,407	438,407	364,408	(73,999)
Infrastructure - Roads							
100%	 Kowald Road SLK 0.00-4.66 Resheet	Transport		10,170	10,170	10,170	0
0%	 Robinson Road SLK 0.00-4.00 (Verge Cleaning & Drainage Improvement)	Transport		0	0	4,346	4,346
0%	 RRG - Warren Road SLK 0.97-4.8	Transport	2	193,050	144,792	0	(193,050)
18%	 RRG - Warren Road SLK 4.8-5.6	Transport		81,600	61,200	14,555	(67,045)
0%	 RRG - Clive Street SLK 0.05-1.93	Transport	2	54,600	54,600	0	(54,600)
2%	 RRG - Creek Street SLK 0.35-0.5	Transport		34,800	34,800	650	(34,150)
53%	 RRG - Fairfield Road SLK 4.7-6.91	Transport		168,000	168,000	88,909	(79,091)

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

CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

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

			Adopted					
% of Completion		Account Description	Program	Key Information Note	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
					Budget	Budget	YTD Actual	(Under)/Over
3%		Blackspot - North Coyrecup/Nyabing Road	Transport		75,000	75,000	1,900	(73,100)
3%		Blackspot - McKenzie/Withers	Transport		63,000	63,000	1,700	(61,300)
69%		R2R - Wolyaming Road SLK 4.548-11.048	Transport		130,000	130,000	89,520	(40,480)
83%		R2R - Langaweira Road	Transport		100,368	50,000	83,007	(17,361)
23%		R2R - Onslow Road SLK 0-1.4	Transport		35,000	35,000	8,007	(26,993)
67%		R2R - Lake Coyrecup	Transport		165,000	100,000	110,220	(54,780)
0%		Council Roads - Rogers Avenue (Park St to Harris St)	Transport	2	75,000	75,000	0	(75,000)
0%		Council Roads - Coate Street (Carew St to Conroy St)	Transport	2	80,000	0	0	(80,000)
0%		Emu Lane Resurfacing	Transport	2	100,000	0	0	(100,000)
54%		Special Projects - Various re-sheets & repairs	Transport		139,830	139,830	76,125	(63,705)
Infrastructure - Roads Total					1,505,418	1,141,392	489,109	(1,016,309)
Infrastructure - Footpaths								
5%		Cornwall Street Footpath	Transport		200,000	200,000	9,467	(190,533)
25%		Clive Street West Footpath	Transport		170,000	170,000	43,043	(126,957)
6%		Austral Terrace - Footpath Upgrade Works	Transport		200,000	200,000	11,390	(188,610)
0%		Clive Street - Concrete Footpath Upgrade Works	Transport	2	151,812	151,812	0	(151,812)
0%		Bokarup Street - Upgrade of footpath	Transport	2	20,793	0	0	(20,793)
0%		Carew Street Asphalt Dual Use Path	Transport		0	0	182	182
Infrastructure - Footpaths Total					742,605	721,812	64,082	(678,523)
Infrastructure - Parks & Ovals								
0%		Prosser Park – Upgrade of Basketball courts	Recreation and culture	2	30,000	0	0	(30,000)
Infrastructure - Parks & Ovals Total					30,000	0	0	(30,000)
Infrastructure - Other								
0%		Round Drive – Installation of strategic fire fighting tanks near Katanning Country Club	Law, order, public safety	2	40,000	0	0	(40,000)
6%		Kupara Park	Recreation and culture		80,000	80,000	4,540	(75,460)
0%		KLC - Installation of energy efficient lighting	Recreation and culture	2	80,000	0	0	(80,000)
100%		Paving around Ram & Landscaping Improvements Saleyards	Economic services		40,280	40,280	40,280	0
0%		CCTV cameras and storage server at Saleyards	Economic services	2	43,200	18,200	0	(43,200)
0%		Saleyard Sustainable Energy Improvements	Economic services	2	150,000	150,000	0	(150,000)

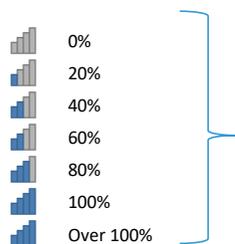
Capital expenditure total

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

	Account Description	Program	Key Information Note	Adopted			Variance (Under)/Over
				Budget	YTD Budget	YTD Actual	
106%	Standpipe Upgrades	Economic services		200,000	200,000	211,431	11,431
1%	KLC Dam Expansion	Economic services		230,000	100,000	2,273	(227,727)
0%	Wayfinding Signage	Economic services	2	20,000	20,000	0	(20,000)
88%	Variable Message Sign 2	Economic services		30,000	30,000	26,460	(3,540)
0%	Marmion Street – Installation of solar lighting from intersection of Warren Road to Hill Way	Transport	2	70,000	0	0	(70,000)
0%	Airport - Linemarking to meet regulations	Transport	2	10,000	0	0	(10,000)
0%	Airport - Concrete pad and shade shelter for fire operations	Transport	2	18,000	0	0	(18,000)
0%	Airport - Boundary Fencing	Transport	2	24,000	0	0	(24,000)
0%	Airport - New windsock lighting	Transport	2	6,000	0	0	(6,000)
120%	Bunded Fuel Tank at Depot - Unleaded	Transport		6,750	6,750	8,130	1,380
Infrastructure - Other Total				1,048,230	645,230	293,114	(755,116)
				15,177,640	11,052,032	8,601,180	(13,152,920)

KEY INFORMATION

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



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

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

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Governance										
New Admin Building	158	2,325,940	0	0	45,601	92,069	2,280,339	2,233,871	60,573	103,537
Aged & Key Worker Accommodation	159	0	710,000	710,000	0	21,494	710,000	688,506	763	7,857
Recreation and culture										
Katanning Aquatic Centre	148	0			0	0	0	0	88	0
Other property and services										
Road Sweeper	156	121,030	0	0	29,714	59,787	91,316	61,243	2,414	2,569
Tipping Truck	157	78,942	0	0	19,381	38,997	59,561	39,945	1,574	1,676
WaterCart	160	0	170,000	170,000	0	8,154	170,000	161,846	183	1,503
CAT Grader (1DPP247)	161	0	250,000	250,000	0	11,991	250,000	238,009	268	2,210
Total		2,525,912	1,130,000	1,130,000	94,696	232,492	3,561,216	3,423,420	65,862	119,353
Current borrowings		232,492					96,157			
Non-current borrowings		2,293,420					3,465,059			
		2,525,912					3,561,216			

All debenture repayments were financed by general purpose revenue.

New borrowings 2020-21

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

Unspent borrowings

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

KEY INFORMATION

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

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

10.2.2
FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety										
CESM Vehicle - Isuzu D-Max Ute	522401/003	44,428	0	0	8,410	9,903	36,018	34,525	2,245	2,643
Community amenities										
LCDC Vehicle - Holden Colorado	1706081/1	4,010	0	0	2,798	3,731	1,212	279	0	0
Recreation and culture										
Matrix Spin Bicycles (x11)	41	9,870	0	0	0	0	9,870	9,870	4,456	4,899
Total		58,308	0	0	11,208	13,634	47,100	44,674	6,701	7,542
Current lease liabilities		19,589					8,381			
Non-current lease liabilities		38,719					38,719			
		58,308					47,100			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

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

Cash backed reserve

Reserve name	Opening	Budget Interest	Actual Interest	Budget Transfers	Actual Transfers	Budget Transfers	Actual Transfers	Budget Closing	Actual YTD
	Balance	Earned	Earned	In (+)	In (+)	Out (-)	Out (-)	Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant Replacement Reserve	976,154	1,425	685	200,774	0	(447,999)	0	730,354	976,839
Employee Leave Reserve	749,637	1,083	526	25,000	0	0	0	775,720	750,163
Amherst Village Building Maintenance Res	104,444	1,045	73	0	0	(58,210)	0	47,279	104,517
Amherst Village Refundable Deposits Rese	1,030,341	1,505	723	370,000	0	(190,040)	0	1,211,806	1,031,064
Saleyard Reserve	1,048,271	1,531	736	0	0	0	0	1,049,802	1,049,007
Waste Management Reserve	1,158,216	1,691	812	0	0	(726,980)	0	432,927	1,159,028
Land & Building Reserve	2,440,279	3,564	1,712	510,000	0	(1,971,057)	0	982,786	2,441,991
Land & Building Facilities for Seniors Reser	638,305	932	447	0	0	(240,000)	0	399,237	638,752
New Saleyard Reserve	573,521	837	403	270,000	0	(261,451)	0	582,907	573,924
Christmas Decoration Reserve	30,900	309	22	10,000	0	0	0	41,209	30,922
GRV Revaluation Reserve	21,447	215	14	20,000	0	0	0	41,662	21,461
Quartermaine Oval Reserve	146,755	214	103	50,000	0	0	0	196,969	146,858
KLC Facilities Reserve	157,022	229	110	50,000	0	(2,500)	0	204,751	157,132
Election Reserve	9,872	99	7	10,000	0	0	0	19,971	9,879
Library Building Reserve	15,293	153	10	2,500	0	(8,000)	0	9,946	15,303
Community & Economic Development Proj	268,831	392	189	0	0	0	0	269,223	269,020
Lake Ewlyamartup Facilities Reserve	0	0	0	10,000	0	0	0	10,000	0
Parks & Playgrounds Reserve	0	0	0	30,584	0	0	0	30,584	0
Katanning Aquatic Centre Reserve	0	0	0	30,584	0	0	0	30,584	0
	9,369,288	15,224	6,572	1,589,442	0	(3,906,237)	0	7,067,717	9,375,860

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 March 2021
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	13	273,327	0	(47,699)	225,628
- non-operating	14	551,153	0	(377,313)	173,840
Total unspent grants, contributions and reimbursements		824,480	0	(425,012)	399,468
Provisions					
Annual leave		369,929			369,929
Long service leave		288,046		(11,311)	276,735
Total Provisions		657,975	0	(11,311)	646,664
Total other current assets		1,482,455	0	(436,323)	1,046,132
Amounts shown above include GST (where applicable)					

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

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

10.2.2

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

NOTE 13

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase	Liability	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2020	in Liability	Reduction (As revenue)	31 Mar 2021	Liability 31 Mar 2021	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
KCC Redevelopment Project Grant Revenue - Auspicing (€	170,000	0	0	170,000	170,000	170,000	170,000	0
General purpose funding								
General Purpose Grant (GPF)	0	0	0	0	0	724,320	543,240	543,240
Untied Road Grant (GPF)	0	0	0	0	0	221,906	166,431	166,430
Special Bridge Grant (FAGS)	35,545	0	0	35,545	35,545	0	0	0
Law, order, public safety								
BFB LGGs Income	0	0	0	0	0	41,781	20,890	19,115
Cat Act Implementation Project (inc)	254	0	0	254	254	254	254	0
Driver Reviver Signage	20,000	0	(20,000)	0	0	21,004	21,004	21,004
Education and welfare								
Fostering Integration Grant Income	1,291	0	(1,291)	0	0	1,291	1,291	1,291
National Youth Week Grant Income (CDOW)	0	0	0	0	0	1,000	747	0
NAIDOC Week Grant Income (CDOW)	1,091	0	0	1,091	1,091	1,091	1,091	0
Thank-A-Volunteer Day Grant Income	0	0	0	0	0	1,500	1,500	700
Piaf Grant Income	1,000	0	0	1,000	1,000	1,000	1,000	0
Youth Engagement Grant Income	0	0	0	0	0	10,000	7,497	0
Covid Crisis Relief - Lotterywest	0	0	0	0	0	20,000	20,000	0
Cultural Awareness	0	0	0	0	0	20,000	20,000	0
Covid 19 Community Relief	0	0	0	0	0	20,000	20,000	21,890
Grant Income Indigenous Governance	3,500	0	0	3,500	3,500	3,500	3,500	0
Harmony Festival Grant Income (CDOW)	7,595	0	(7,595)	0	0	7,595	5,697	12,595
All Ways 5 Days Project Income (CDOW)	5,130	0	0	5,130	5,130	5,130	5,130	0
Recreation and culture								
Sports Engagement & Inclusion Program	0	0	0	0	0	89,572	89,572	67,179
International People With Disabilities Day	0	0	0	0	0	0	0	1,000
Kidsport	332	0	0	332	332	332	332	0

10.2.2

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

NOTE 13

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase	Liability	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2020	in Liability	Reduction (As revenue)	31 Mar 2021	Liability 31 Mar 2021	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Get Online Week Grant	180	0	0	180	180	180	180	0
Regional Venues Improvement Fund Grant	70	0	0	70	70	25,700	25,700	25,700
RETB Exhibition Reimbursements	0	0	0	0	0	6,272	6,272	6,272
ARC Grant - Athletics Income	0	0	0	0	0	0	0	2,000
Transport								
Community Safe Speed Promise Grant	1,004	0	(1,004)	0	0	0	0	0
Direct Road Grant (MRBD)	0	0	0	0	0	123,752	123,752	123,752
Street Light Subsidy (MRBD)	0	0	0	0	0	2,367	0	2,010
Economic services								
BBRF - Economic Innovation	0	0	0	0	0	19,000	19,000	12,500
Tourism Attraction And Development Grant	0	0	0	0	0	80,000	80,000	0
Wheatbelt NRM - Lake Ewlyamartup	3,782	0	(1,221)	2,561	2,561	3,783	2,835	1,221
Auspicing - Hidden Treasures (TOU)	13,015	0	(7,050)	5,965	5,965	13,015	9,765	7,050
	263,789	0	(38,161)	225,628	225,628	1,635,344	1,366,680	1,034,948
Operating contributions								
Governance								
ADM - LSL Reimbursement	0	0	0	0	0	0	0	12,463
Insurance Scheme Surplus (ADM)	0	0	0	0	0	28,478	28,478	34,780
General purpose funding								
ESL Commission (GPF)	0	0	0	0	0	4,000	4,000	4,000
Rates Legal Fees Reimbursement (GPI)	0	0	0	0	0	30,000	22,500	22,351
Law, order, public safety								
CESM Contributions & Reimbursements	0	0	0	0	0	113,983	85,488	19,864
Emergency Incidents Reimbursements (FPV)	0	0	0	0	0	5,000	3,753	0
Education and welfare								
Youth Activities Grant Income (CDOW)	9,538	0	(9,538)	0	0	42,208	31,653	42,753
Seniors Week Grant Income (CDOW)	0	0	0	0	0	1,000	1,000	0
Harmony Festival Contributions (CDOW)	0	0	0	0	0	51,000	51,000	14,864

10.2.2

NOTE 13

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

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2021	Current Liability 31 Mar 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities								
LCDC Vehicle Lease Reimbursement (POE)	0	0	0	0	0	3,731	2,799	2,798
Transport								
Commissions & Contributions (TPL)	0	0	0	0	0	90,000	67,491	72,433
	9,538	0	(9,538)	0	0	369,401	298,162	226,305
TOTALS	273,327	0	(47,699)	225,628	225,628	2,004,745	1,664,842	1,261,253

10.2.2

NOTE 14

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

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2021	Current Liability 31 Mar 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Governance								
Heritage Centre Project DPIRD Grant Funds (ST)	0	0	0	0	0	2,083,354	2,083,354	2,083,354
Heritage Centre Project Other Grant Funds (ST)	0	0	0	0	0	946,934	946,934	513,951
Great Southern Aged Accommodation Project Re	0	0	0	0	0	1,653,342	1,653,342	334,751
Health								
Medical Centre	499,307	0	(328,280)	171,027	171,027	499,307	374,481	328,280
Community amenities								
CLGF Regional re Regional Waste Initiative Incon	0	0	0	0	0	148,350	148,350	128,005
Transport								
Regional Road Group Funding (CRBD)	0	0	0	0	0	354,700	283,760	141,880
Black Spot Funding (R.R.G.)	0	0	0	0	0	92,000	92,000	36,800
Roads to Recovery Funding (CRBD)	26,846	0	(24,033)	2,813	2,813	338,736	338,736	300,924
Grant Income (AERO)	0	0	0	0	0	43,500	0	0
Economic services								
Tourism Attraction And Development Grant Incc	25,000	0	(25,000)	0	0	10,960	10,960	35,960
Drought Affected Communities Grant	0	0	0	0	0	1,000,000	1,000,000	454,545
Local Roads & Community Infrastructure Grant	0	0	0	0	0	692,605	351,812	159,915
	551,153	0	(377,313)	173,840	173,840	7,863,788	7,283,729	4,518,365
Non-operating contributions								
Recreation and culture								
Contribution towards KCC Clubhouse (ORS)	0	0	0	0	0	309,083	309,083	0
	0	0	0	0	0	309,083	309,083	0
TOTALS	551,153	0	(377,313)	173,840	173,840	8,172,871	7,592,812	4,518,365

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

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

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

KEY INFORMATION

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

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

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

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

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

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

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
123550.80	Plant & Vehicles Purchases		Capital Expenses		33,000		(298,870)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(39,857)	(338,727)
123550.80	Plant & Vehicles Purchases		Capital Expenses		36,000		(302,727)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(37,157)	(339,884)
123550.80	Plant & Vehicles Purchases		Capital Expenses		29,000		(310,884)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(40,533)	(351,417)
123550.80	Plant & Vehicles Purchases		Capital Expenses		5,000		(346,417)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(37,000)	(383,417)
141030.23	Proceeds on Sale of Assets (PLP)		Capital Revenue		32,000		(351,417)
123550.80	Plant & Vehicles Purchases		Capital Expenses		5,000		(346,417)
122040.80	Motor Vehicle Purchase (ADM)		Capital Expenses			(37,000)	(383,417)
103050.23	Proceeds on Sale of Assets (ADM)		Capital Revenue		32,000		(351,417)
123550.80	Plant & Vehicles Purchases		Capital Expenses		10,000		(341,417)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(36,432)	(377,849)
123550.80	Plant & Vehicles Purchases		Capital Expenses		15,899		(361,950)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(41,097)	(403,047)
123550.80	Plant & Vehicles Purchases		Capital Expenses		28,800		(374,247)
149640.80	Motor Vehicle Purchase (PLP)		Capital Expenses			(41,097)	(415,344)
123550.80	Plant & Vehicles Purchases		Capital Expenses		30,000		(385,344)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(32,750)	(418,094)
123550.80	Plant & Vehicles Purchases		Capital Expenses		250,000		(168,094)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(357,200)	(525,294)
141030.23	Proceeds on Sale of Assets (PLP)		Capital Revenue		95,000		(430,294)
123550.80	Plant & Vehicles Purchases		Capital Expenses		5,000		(425,294)
138540.80	Motor Vehicle Purchase (KLC)		Capital Expenses			(38,740)	(464,034)
139730.23	Proceeds on Sale of Assets (KLC)		Capital Revenue		31,818		(432,216)
104160.24	Realisation on Sale of Assets (KLC)		Capital Revenue			(31,818)	(464,034)
118240.80	Land And Buildings (KLC)		Capital Expenses		25,000		(439,034)
158440.80	Other Infrastructure (SAL)		Capital Expenses			(25,000)	(464,034)
177220.10	Salary Costs (OCU)		Operating Expenses			(6,272)	(470,306)
153740.02	Grant Expenditure (OCU)		Operating Expenses		3,000		(467,306)
153730.38	Grant Income (OCU)		Operating Revenue		3,272		(464,034)
145300.80	Works Prog - Footpath construction		Capital Expenses		351,812		(112,222)
145300.80	Works Prog - Footpath construction		Capital Expenses			(200,000)	(312,222)

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

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
145300.80	Works Prog - Footpath construction		Capital Expenses			(151,812)	(464,034)
124350.05	Consultants (BUC)		Operating Expenses		23,000		(441,034)
155220.10	Salary Costs (BUC)		Operating Expenses			(23,000)	(464,034)
146210.38	Grant Income (DPI - Country Pathways etc)		Operating Revenue			(1,004)	(465,038)
120130.39	Grant Income (OLO)		Operating Revenue		1,004		(464,034)
146330.02	Grant Expenditure (DPI - Country Pathways etc)		Operating Expenses		1,004		(463,030)
104940.80	PLANT & EQUIPMENT		Operating Expenses			(1,004)	(464,034)
128830.40	Levied Waste Rate (SAN)		Operating Revenue			(70,000)	(534,034)
128830.33	Levied Waste Rate (SAN)		Operating Revenue		70,000		(464,034)
142650.80	Other Infrastructure - Tourism		Capital Expenses		50,000		(414,034)
193830.05	Grant Expenditure (TOU)		Operating Expenses			(15,370)	(429,404)
158890.05	Grant Expenditure (EDV)		Operating Expenses			(34,630)	(464,034)
142650.80	Other Infrastructure - Tourism		Capital Expenses		20,000		(444,034)
153740.05	Grant Expenditure (OCU)		Operating Expenses			(20,000)	(464,034)
126440.80	BLD PROG (CAPITAL) - KLC		Capital Expenses		25,000		(439,034)
188740.05	Consultants (KLC)		Operating Expenses			(25,000)	(464,034)
144600.80	Works Program - Road Construction (CRBD)		Capital Expenses		14,500		(449,534)
115220.05	Works Program - Fire Prevention		Operating Expenses			(14,500)	(464,034)
199040.80	Other Infrastructure (RUR)		Capital Expenses		10,000		(454,034)
178320.05	Works Program - Protection of Environment (POE)		Operating Expenses			(10,000)	(464,034)
126440.80	BLD PROG (CAPITAL) - KLC		Capital Expenses		2,500		(461,534)
173320.05	Building Program - Katanning Leisure Centre		Operating Expenses			(582)	(462,116)
152540.80	Bldg Program Library Capital (LIB)		Capital Expenses		3,000		(459,116)
141320.05	Building Program - Library		Operating Expenses			(2,214)	(461,330)
152540.80	Bldg Program Library Capital (LIB)		Capital Expenses		3,000		(458,330)
141320.05	Building Program - Library		Operating Expenses			(3,250)	(461,580)
152540.80	Bldg Program Library Capital (LIB)		Capital Expenses		2,000		(459,580)
141320.05	Building Program - Library		Operating Expenses			(2,000)	(461,580)
123550.80	Plant & Vehicles Purchases		Capital Expenses		3,500		(458,080)
197760.05	Bushfire Brigade - Ineligible Expenditure (FPV)		Operating Expenses			(3,500)	(461,580)
123550.80	Plant & Vehicles Purchases		Capital Expenses		9,800		(451,780)
197760.05	Bushfire Brigade - Ineligible Expenditure (FPV)		Operating Expenses			(9,800)	(461,580)
153740.02	Grant Expenditure (OCU)		Operating Expenses		5,070		(456,510)
153730.38	Grant Income (OCU)		Operating Revenue		20,630		(435,880)

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

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
199640.80	LAND & BUILDINGS (OCU)		Capital Expenses			(25,700)	(461,580)
199640.80	LAND & BUILDINGS (OCU)		Capital Expenses		6,000		(455,580)
173720.05	Building Program - Gallery		Operating Expenses			(6,000)	(461,580)
185420.10	Workers Compensation Allocated (S&W)		Operating Expenses			(20,000)	(481,580)
185530.46	Workers Compensation Reimbursed (S&W)		Operating Revenue		15,000		(466,580)
103430.10	Paid Parental Leave Expenditure (ADM)		Operating Expenses			(13,570)	(480,150)
113150.40	Paid Parental Leave Reimbursements (ADM)		Operating Revenue		13,570		(466,580)
126590.80	Early Childhood Hub	OC97/20	Capital Expenses			(1,200,000)	(1,666,580)
163340.83	Transfer from Land & Building Reserve	OC97/20	Capital Revenue		1,200,000		(466,580)
112530.32	Interest - Reserves (GPI)		Operating Revenue			(78,445)	(545,025)
169920.82	Transfer Interest to Amherst Village Refundable Deposit Reserve (AMV)		Capital Expenses		8,806		(536,219)
124940.82	Transfer Interest to Employee Leave Entitlement Reserve		Capital Expenses		6,337		(529,882)
163780.82	Transfer Interest to Land & Building Reserve		Capital Expenses		20,856		(509,026)
199220.82	Transfer Interest to Land & Buildings Facilities for Seniors Reserve (AMV)		Capital Expenses		5,455		(503,571)
158290.82	Transfer Interest to New Saleyard Reserve		Capital Expenses		4,902		(498,669)
158240.82	Transfer Interest to Old Saleyard Rehabilitation Reserve		Capital Expenses		8,959		(489,710)
142140.82	Transfer Interest to Plant Replacement Reserve		Capital Expenses		8,340		(481,370)
162540.82	Transfer Interest to Quartermaine Oval Reserve (KLC)		Capital Expenses		1,254		(480,116)
162440.82	Transfer Interest to KLC Facilities Reserve (KLC)		Capital Expenses		1,342		(478,774)
196620.82	Transfer Interest to Waste Management Reserve (SAN)		Capital Expenses		9,898		(468,876)
166980.82	Transfer interest to Community & Economic Development Projects Reserve		Capital Expenses		2,296		(466,580)
121810.80	Land & Buildings (OHE)		Capital Expenses			(115,000)	(581,580)
166950.83	Transfer from Land & Building Facilities for Seniors Reserve		Capital Revenue		115,000		(466,580)
158770.44	Grant Income (EDV)	OC138/20	Operating Revenue		340,793		(125,787)
130860.80	Parks & Ovals (ORS)	OC138/20	Capital Expenses			(30,000)	(155,787)
119940.80	OLO - Purchase of Equipment	OC138/20	Capital Expenses			(100,000)	(255,787)
157440.80	Other Infrastructure (KLC)	OC138/20	Capital Expenses			(80,000)	(335,787)
145300.80	Bokarup Street – Upgrade of footpath	OC138/20	Capital Expenses			(20,793)	(356,580)
145900.80	Works Program - Other Infrastructure	OC138/20	Capital Expenses			(70,000)	(426,580)
120640.80	Other Infrastructure (FPV)	OC138/20	Capital Expenses			(40,000)	(466,580)
139240.40	Other Income/Donations (ORS)		Operating Revenue			(112,281)	(578,861)
183830.40	Fuel/Energy Grants/Rebates (POC)		Operating Revenue			(32,000)	(610,861)
128230.23	Proceeds on Sale of Assets (ORS)	OC141/20	Operating Revenue		10,000		(600,861)
111010.30	Write Off Rates (RAT)	OC80/20, OC87/20, O	Operating Revenue			(44,782)	(645,643)

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

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
158440.80	Other Infrastructure (SAL)		Capital Expenses			(13,000)	(658,643)
193370.05	Saleyards CCTV Maintenance Costs (SAL)		Operating Expenses			(5,045)	(663,688)
158360.83	Transfer from New Saleyard Reserve		Capital Revenue		18,045		(645,643)
103340.80	Land & Buildings (OTG)		Capital Expenses			(6,442)	(652,085)
152840.44	Grant Income (AERO)		Operating Revenue		28,500		(623,585)
140860.80	Airport - Other Infrastructure		Capital Expenses		10,000		(613,585)
140860.80	Airport - Other Infrastructure		Capital Expenses			(18,000)	(631,585)
140860.80	Airport - Other Infrastructure		Capital Expenses		6,000		(625,585)
140860.80	Airport - Other Infrastructure		Capital Expenses			(6,000)	(631,585)
149540.80	Plant Equipment Purchase (PLP)		Capital Expenses			(6,000)	(637,585)
102400.06	Interest on Loan 159 - Aged & Key Worker Accommodation (OTH)		Operating Expenses		7,542		(630,043)
101540.06	Interest on Loan 160 - Watercart		Operating Expenses		2,157		(627,886)
101550.06	Interest on Loan 161 - CAT Grader		Operating Expenses		3,166		(624,720)
150090.84	Principal Repayment Loan 159 - Aged & Key Worker Accommodation (OTH)		Capital Expenses		18,937		(605,783)
150120.84	Principal Repayments Loan 160 - Watercart		Capital Expenses		7,222		(598,561)
150140.84	Principal Repayments Loan 161 - Motor Grader		Capital Expenses		10,620		(587,941)
101520.06	Interest on Loan 158 - New Admin Building (OTG)		Operating Expenses			(16,018)	(603,959)
101810.38	General Purpose Grant (GPF)		Operating Revenue		10,051		(593,908)
102010.38	Untied Road Grant (GPF)		Operating Revenue		4,128		(589,780)
101710.32	Rates Late Payment Penalty (RAT)		Operating Revenue		20,000		(569,780)
191130.32	Interest - Municipal (GPI)		Operating Revenue			(20,000)	(589,780)
111130.40	Miscellaneous Income (ADM)		Operating Revenue		37,000		(552,780)
146930.46	Contributions towards Supertowns projects		Operating Revenue		19,793		(532,987)
126670.80	Welcome Precinct Proj Expenditure (ST)		Capital Expenses			(501,894)	(1,034,881)
126680.80	Piesse Lake Development Proj		Capital Expenses		654,276		(380,605)
126610.41	Heritage Centre Project Other Grant Funds (ST)		Operating Revenue			(19,103)	(399,708)
126700.80	Great Southern Aged Accommodation Project Expenditure (ST)		Capital Expenses			(70,000)	(469,708)
126690.41	Great Southern Aged Accommodation Project Revenue (ST)		Operating Revenue			(15,351)	(485,059)
163340.83	Transfer from Land & Building Reserve		Capital Revenue		665,057		179,998
128930.33	Planning Assessment Fees (TOW)		Operating Revenue		6,000		185,998
100230.33	Entry Fees (KLC)		Operating Revenue		10,000		195,998
100430.33	Kiosk Income - GST Inc (KLC)		Operating Revenue		8,000		203,998
188720.25	Kiosk Expenses (KLC)		Operating Expenses			(10,000)	193,998
149110.38	Direct Road Grant (MRBD)		Operating Revenue		13,752		207,750

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

**10.2.2 NOTE 16
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
147030.05	Ranger Relief (ANI)		Operating Expenses			(10,000)	197,750
105820.05	Cleaning Expenses (ADM)		Operating Expenses		8,500		206,250
108050.02	Relief CEO Expense		Operating Expenses		10,856		217,106
178220.05	LCDC Vehicle Lease Expenses (POE)		Operating Expenses			(3,731)	213,375
156130.33	Building Fees & Licences - GST exempt (BUC)		Operating Revenue		6,375		219,750
105120.05	Computer Software Subscriptions (ADM)		Operating Expenses			(10,167)	209,583
105120.05	Computer Software Subscriptions (ADM)		Operating Expenses			(8,230)	201,353
142150.82	Transfer to Plant Replacement Reserve		Capital Expenses			(201,353)	(0)
181520	Works Program - Training & Staff Meetings		Operating Expenses		125,162		125,162
181530	Works Program - Training & Staff Meetings		Operating Expenses			(125,162)	(0)
124240.80	Refund Amherst Capital Deposit (AMV)		Capital Expenses			(190,040)	(190,040)
125710.83	Transfer from Amherst Village Refundable Deposit Reserve (AMV)		Capital Revenue		190,040		(0)
125630.81	Amherst Refundable Deposits Income (AMV)		Capital Revenue		370,000		370,000
169810.82	Transfer to Amherst Village Refundable Deposit Reserve (AMV)		Capital Expenses			(370,000)	(0)
				0	6,757,163	(6,757,163)	(0)

KEY INFORMATION

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

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

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

EXPLANATION OF MATERIAL VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	(163,295)	(48.60%)	▼ Timing	Grant funding for KCC Redevelopment project received in prior FY's, currently reflected in Contract Liabilities and will be recognised as revenue when expended (\$170,000). Staff long service leave reimbursements from other Councils (\$12,463) unbudgeted.
General purpose funding - rates	(6,087)	(0.15%)	Permanent	No material variances.
General purpose funding - other	(27,281)	(3.17%)	Timing	Rates late payment penalty (\$14,372) under budget by timing.
Law, order and public safety	(72,231)	(41.93%)	▼ Timing	CESM reimbursements to be invoiced in April (\$65,624 variance).
Health	(336)	(17.69%)		No material variances.
Education and welfare	(79,607)	(45.05%)	▼ Timing	Awaiting a covid relief grant (\$20,000), cultural awareness grant (\$20,000) and Harmony Festival grants (\$29,238).
Housing	(28,927)	(21.14%)	▼ Timing	Other tenancy arrangements (AMV) full year budget of \$10,120 will not be met as the income relating to this is reflected in account Tenants Fee (AMV). Tenants fee is an internal allocation and is to be reconciled.
Community amenities	(13,632)	(1.50%)	Timing	No material variances.
Recreation and culture	17,262	5.80%	Timing	Sports Engagement & Inclusion Program funding has not yet been fully received (\$22,393). KLC memberships \$9,732 higher than year to date budget.
Transport	194,714	97.41%	▲ Timing	Realisation on the disposal of assets to be undertaken through the reconciliation of assets.
Economic services	(128,666)	(20.50%)	▼ Timing	Standpipe revenue under budget (\$35,903 variance) awaiting recovery of usage data from some standpipes. Saleyards fees for March yet to be invoiced (\$17,561). Tourism Attraction and Development Grant (\$80,000) is yet to be received.
Other property and services	(67,235)	(58.74%)	▼ Timing	Profit on sale of assets (\$69,461) will be processed through the reconciliation of assets.

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

10.2.2

NOTE 17

EXPLANATION OF MATERIAL VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Expenditure from operating activities				
Governance	78,817	8.44%	Timing	Professional services are over full year budget (\$15,201), Consultants (\$20,034) and integrated planning (\$30,000) under budget. Final audit fees invoiced in April (\$61,000). Staff (\$13,043) and Councillor (\$14,579) training below budget. Community Financial Assistance Programme round 2 yet to be awarded (\$25,000). Shop Front enhancement has not been utilised this financial year (\$15,000). Administration allocation less than budgeted ytd, anticipate to meet full year budget.
General purpose funding	(50,085)	(23.06%)	▼ Timing	Administration allocation less than budgeted ytd, anticipate to meet full year budget (\$47,243).
Law, order and public safety	(82,259)	(17.60%)	▼ Timing	Works program fire prevention lower than YTD budget (\$32,910). Ranger relief below budget (\$17,642) but will be fully utilised by the end of the financial year. CCTV maintenance agreement below budget as new agreement was entered into (\$12,672).
Health	(35,065)	(22.79%)	▼ Timing	Health Consultants budget has not yet been expended (\$30,000).
Education and welfare	(134,176)	(31.15%)	▼ Timing	Expenditure on Harmony Festival (\$8,171 variance), COVID community relief grant (\$20,000), youth engagement grant (\$10,997), cultural awareness grant (\$20,000) and other community projects (\$30,083) below YTD budget.
Housing	86,339	17.49%	▲ Timing	Loss on sale of asset will be processed through the reconciliation of assets (\$251,613). Amherst building program over budget (\$20,356).
Community amenities	(78,265)	(8.50%)	Timing	Works Program refuse site under budget allocation (\$31,237 variance). Cemetery works program over budget (\$15,038). Community amenities building maintenance under budget (\$12,803).
Recreation and culture	(74,130)	(2.36%)	Permanent	Works Program - other reserves over budget (\$98,914) and Works program - events over budget (\$20,672). Sports Engagement Officer expenditure below budget due to timing of commencement (\$73,131). KAC building program over budget (\$16,680). Two grant funded projects have not yet commenced (Art prize \$20,000 and KLC feasibility study \$25,000).
Transport	(266,481)	(8.50%)	Timing	Timing of works program; Footpath maintenance (\$96,318), drainage maintenance (\$66,797) and depot building maintenance (\$9,692) are below budget, road maintenance \$22,857 over budget.
Economic services	(244,170)	(20.03%)	▼ Timing	Rural utilities under budget (\$24,880 variance). Saleyard plant expenses below budget (\$28,523 variance). Visitor servicing under budget (\$15,003). BBRF (\$19,000) and tourism attraction and development (\$128,150) funding expenditure have not commenced. Building consultants has not yet been utilised (\$13,503).
Other property and services	(174,469)	(77.03%)	▼ Timing	Fuel purchases (\$66,886) and plant repairs (\$45,692) under budget. Staff training and development under budget (wages - \$47,130, services - \$12,313).

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

EXPLANATION OF MATERIAL VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(3,074,447)	(40.49%)	▼ Timing	Timing of budget allocations. KCC clubhouse contribution has not yet been recouped (\$309,083). Roads grants (\$234,892 variance) have not yet been received, awaiting next payment round. Part payments of the drought affected communities grant (\$545,455 variance), GS aged accommodation project (\$1,318,591 variance) regional waste initiative (\$20,345 variance) and local roads and community infrastructure grant (\$191,897 variance) have been received. Lotterywest funding associated with Piesse park project to be recouped (\$432,983). Grant funding for the medical centre was received last FY and will be moved from contract liabilities as the project is expended (\$46,201 variance).
Proceeds from disposal of assets	114,359	13.56%	▲ Timing	Proceeds from disposal of assets will be processed through the reconciliation of assets.
Payments for property, plant and equipment and infrastructure	(2,450,852)	(22.18%)	▼ Timing	Variances relating to the timing of expenditure on large projects (under ytd budget - Heritage, early childhood hub, medical centre, plant purchases, saleyards energy project), accommodation (over ytd budget), local roads and community infrastructure grant projects that have not yet commenced, footpath projects that have not commenced (\$678,523) and roads under budget (\$1,016,309).
Financing activities				
Transfer from reserves	(1,980,123)	(100.00%)	▼ Timing	Timing, transfers will be carried out as projects are complete.
Transfer to reserves	(887,331)	(99.26%)	▼ Permanent	Timing, transfers will be carried out during 2021.



Local Emergency Management Arrangements

SHIRE OF KATANNING
SHIRE OF WOODANILLING
SHIRE OF KENT

10.3.1

These arrangements have been produced and issued under the authority of s41 (1) of the Emergency Management Act 2005, endorsed by the Shire of Katanning, Shire of Woodanilling, Shire of Kent Local Emergency Management Committee (LEMC) and has been tabled with the Great Southern District Emergency Management Committee (DEMC).

.....
Katanning, Woodanilling, Kent LEMC

.....
Date

.....
Endorsed by CEO
Katanning

.....
Date

.....
Endorsed by CEO
Woodanilling

.....
Date

.....
Endorsed by CEO
Kent

.....
Date

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ORGANISATION	NO COPIES
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Shire of Kent	1
Katanning Police Station	1
Department of Biodiversity, Conservation & Attractions	1
Department of Communities	1
Katanning Health Service	1
Department of Primary Industry and Regional Development – Katanning	1
Department of Fire & Emergency Services (DFES) Upper Great Southern	1
VFRS Katanning	1
Chief Bush Control Officer	3 (1 each)
Western Power	1
SES Wagin	1
Arc Infrastructure	1
Water Corporation	1
Telstra Regional	1
Main Roads WA	1

Amendment Record

NO.	DATE	AMENDMENT DETAILS	BY
1	9 June 2010	Complete Re-write & re-issue	LEMC
2	14 th July 2011	Update and re- issued	LEMC
3	15 th Nov 2013	Update and re-issued	Cindy Pearce/ Val Jolly
4	20 th Nov 2015	Updated Contact Numbers	CESM Cindy Pearce
5	8 TH Feb 2016	Updated Contacts Numbers / Legislative Changes.	CESM Cindy Pearce endorsed by LEMC
6	4 March 2016	Updated Contact Numbers /details with consultation from other Shires	CESM Cindy Pearce endorsed by LEMC 3 March 2016
7	10 Jul 2019	Updated and re-issued, (additions / format changes)	CESM Mike Barnes
8	20 Oct 2020	Moved Glossary to appendix 7.15. Corrected formatting errors. Updated 'Emergencies Likely to Occur' with links to updated State Hazard Plans. Added Critical Contacts List Updated Welfare Centre details Updated resource information Updated Katanning & Woodanilling Risk information.	CESM Suzan Lees CESM Cindy Pearce DCEO Sue Dowson
9	28 Jan 2021	Kent Shire Welfare Centre details updated	CESM Suzan Lees
10	19 Feb 2021	Update of Contact and Resources List	CESM Cindy Pearce

The master copy of this document will be held by the Shire of Katanning. Copies will be distributed to agencies listed in the distribution list and each shire will ensure the most up-to-date copy of the plan is available on its website;

www.Katanning.wa.gov.au

www.woodanilling.wa.gov.au

www.kent.wa.gov.au

When an amendment is made, the Shire will ensure that:

- the amendment is recorded in the 'amendment record' of the master document; and
- copies of the amendments are distributed to those listed in the distribution list.

1 PART 1 INTRODUCTION

1.1 AUTHORITY

These arrangements have been prepared in accordance with s.41(1) of the Emergency Management Act 2005 and endorsed by the Katanning, Woodanilling, Kent Local Emergency Management Committee and approved by the Councils of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent.

1.2 LEGISLATED EM FUNCTIONS OF LOCAL GOVERNMENT

Under s.36 of the *Emergency Management Act 2005*, it is a function of a local government —

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- (b) to manage recovery following an emergency affecting the community in its district; and
- (c) to perform other functions given to the local government under this Act.

1.3 AIM OF THE ARRANGEMENTS

The aim of the Local Emergency Management Arrangements (LEMA) is to describe the overall emergency management coordination arrangements within the three Shires.

1.4 PURPOSE OF THE ARRANGEMENTS

The purpose of these emergency management arrangements is to detail:

- a) the local governments' policies for emergency management;
- b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
- d) a description of emergencies that are likely to occur in the local government district;
- e) strategies and priorities for emergency management in the local government district;
- f) other matters about emergency management in the local government district prescribed by the regulations; and
- g) other matters about emergency management in the local government district the local governments considers appropriate". (s.41(2) of the Emergency Management Act 2005).

1.5 SCOPE OF THE ARRANAGMENTS

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMAs in dealing with an emergency. These should be detailed in each HMA's individual plan.

- This document applies to the local government districts of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent;

- details the shires' capacity to provide resources in support of an emergency, while maintaining business continuity;
- details the shires' responsibilities in relation to recovery management; and
- serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

1.6 AREA COVERED (CONTEXT)

1.6.1 SHIRE OF KATANNING

The Shire of Katanning is centrally located in the heart of the Great Southern. It offers the advantages of a rural lifestyle, with the convenience of easy access to the cities of Perth, Albany and Bunbury. While the area is essentially agricultural, the town is a regional centre with access to a range of recreation and leisure facilities, government, health and education services, as well as a diverse retail and business district.

The town site is situated on the Great Southern Hwy, with the main entrance framed by the picturesque and adventurous All Ages Playground.

1.6.2 SHIRE OF WOODANILLING

The Shire of Woodanilling is the northern-most shire in the Great Southern region, covering an area of 1,126sq km. The population is 420 and growing. The town site of Woodanilling is situated on the Great Southern Highway, some 252kms from the Perth CBD. It can be reached by road from Perth via the Albany Highway and is a comfortable 3-hour drive from the city centre.

The main industry is agriculture but there is a growing tourism industry.

On the west side of the Shire in the Beaufort River area, there is a sheep abattoir, a poultry abattoir, a road house/ tavern and a new tree plantation.

The Woodanilling town site contains the shire council administration centre and depot, a general store, a primary school, a well-equipped recreation/ function centre, an historic 2-storey tavern, a caravan park with 32 bays and some onsite cabins, an archery park and a CBH grain receival site. The Great Southern railway line runs through the town site.

1.6.3 THE SHIRE OF KENT

The Shire of Kent covers an area in excess of 6,500 km², and is predominantly an agricultural area. The average rainfall is approximately 375 mm per annum which is ideal for the production of wheat, barley, and other grains and legumes.

The principal centres in the Shire are the towns of Nyabing (Pop approx. 120) and Pingrup (Pop approx. 80). Nyabing is approximately 320km south east of Perth and Pingrup a further 40km east of Nyabing. Both communities are renowned as being close knit, friendly, crime free and family oriented.

1.7 SPECIAL CONSIDERATIONS

During various time of the year, the following may have an effect on the availability of resources, volunteers or the number of people in a township.

1.7.1 ALL SHIRES

- Seasonal Agricultural Activities
 - Seeding – May – July
 - Harvest – November – January
- Tourist Season – all year
- Wagin Woolarama – first weekend in March annually
- Bushfire Season – November – April

1.7.2 SHIRE OF KATANNING

- Special Events –
 - Australia Day breakfast – 26th January
 - Katanning Harmony Festival 3rd week of March
 - Katanning Agricultural Show 4th weekend of October
 - Christmas on Clive – first Saturday in December
 - Sheep sales – every Wednesday
- CaLD & Indigenous Community – The Shire of Katanning has a high Indigenous and Muslim community. Emergency Managers should be aware of differences in culture and communications when offering information to these sections of the community. This may require the use of specialist resources such as translators or specifically targeted community information. Assistance may be available from Katanning Migrant Resource Centre &/or Albany Migrant Resource Centre.

1.7.3 SHIRE OF WOODANILLING

- Special Events
 - Australia Day breakfast – 26th January
 - Hockey grand finals – early September each year
 - Christmas Tree in Centenary Park – December each year

1.7.4 SHIRE OF KENT

- Special Events
 - Pingrup Race Day – March annually

1.8 RELATED DOCUMENTS & ARRANGEMENTS

- Emergency Management Act 2005 (the EM Act) and Regulations
- SEMP Policies, Procedures and Guidelines
- State Hazard Plans
- State Support Plans

1.8.1 LOCAL EMERGENCY MANAGEMENT POLICIES

- Nil

1.8.2 LOCAL PLANS

Table 1.1

DOCUMENT	OWNER	LOCATION
Local Emergency Welfare Plan	Department of Communities	July 2019
Risk Register	Shire of Katanning	Shire of Katanning
Risk Register	Shire of Woodanilling	Shire of Woodanilling
Risk Register (to be completed 2020)	Shire of Kent	Shire of Kent

1.9 AGREEMENTS, UNDERSTANDINGS & COMMITMENTS

The following table identifies documented agreements for the provision of services during major emergencies.

Table 1.2

PARTIES TO THE AGREEMENT	SUMMARY OF THE AGREEMENT	SPECIAL CONSIDERATIONS

1.9.1 ADDITIONAL SUPPORT

Table 1.3

ORGANISATION	DESCRIPTION	COMMENTS	CONTACTS

1.10 COMMUNITY CONSULTATION

This document was developed in consultation with the LEMC as a representative committee providing advice and information to each Council on behalf of the community.

1.11 DOCUMENT AVAILABILITY

Copies of these Arrangements are available from each Shire's Administration Office during normal office hours. The LEMA is also available on the Shires' websites.

Shire of Katanning 52 Austral Terrace Katanning 6317 www.katanning.wa.gov.au	Shire of Woodanilling 3316 Robinson Road Woodanilling 6316 www.woodanilling.wa.gov.au	Shire of Kent 24-26 Richmond Street Nyabing 6341 www.kent.wa.gov.au
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2 PART 2 – PREVENTION & PREPAREDNESS

2.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

The Shires of Katanning, Woodanilling and Kent, under s. 38 of the *EM Act 2005*, has established a Local Emergency Management Committee (LEMC) to plan, manage and exercise the local emergency arrangements. The framework under which the LEMC operates is detailed in the *State Emergency Management Policy* at point 2.5.

2.1.1 LEMC FUNCTIONS

The LEMC has the following functions (s. 39 of the *EM Act 2005*):

- to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
- to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

2.1.2 LEMC MEMBERSHIP

The LEMC membership must include at least one local government representative and the Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members

A full list of LEMC Membership and contact details is located in Appendix 2 - LEMC Membership.

2.1.3 LEMC ROLES AND RESPONSIBILITIES

2.1.3.1 LEMC Chair

The Chair of the LEMC is appointed by the local government (s. 38 of the *EM Act 2005*) and has the following responsibilities:

- Chairs the LEMC meetings;
- manage the development and maintenance of the LEMA for the district;
- ensure the development of the committee's reporting requirements in accordance with legislative and policy requirements; and
- ensure the effective operation of the committee in accordance with legislation.

During meetings, the Chairperson:

- opens the meeting;
- welcomes and introduces members and guests;
- keeps individuals focused on the topics being discussed;
- makes sure that members are aware of decisions that are made;
- keeps track of the time; and
- closes the meeting.

2.1.3.2 LEMC Deputy Chair

- acts as Chairperson to the committee in the absence of the Chairperson;

- provides assistance and advice as requested by the Chairperson;
- Undertakes the role of Chair to committee working groups, as required;
- provides relevant emergency management advice to the Chairperson and committee, as required;
- provides support and direction to the XO, as required.

2.1.3.3 LEMC Executive Officer

The LEMC Executive Officer (XO) (or delegated officer) is responsible for taking notes and writing the record of the meeting, and works closely with the Chairperson. The XO may delegate the taking of notes and record meeting details to a support officer. The XO focuses on the **content** of the meeting while the Chairperson is concerned with the **process**.

The XO also takes responsibility for communicating with members outside meetings through the distribution of the agenda and the circulation of the meeting notes. At times there may be out-of-session matters that have to be addressed, and the XO contacts members in such instances.

The XO is responsible the following tasks:

- Calls for agenda items prior to the meeting allowing sufficient time for members to respond;
- Prepares and writes the agenda, a joint responsibility with the Chairperson;
- Distributes the agenda and papers prior to the meeting allowing adequate time for members to read them;
- Organises catering arrangements and acts on instructions about equipment that may be required for the meeting;
- Takes notes at the meeting;
- Prepares draft Minutes from the notes taken;
- Finalises the Minutes in consultation with the Chairperson;
- Circulates the Minutes;
- Keeps a complete record of meetings and documentation; and
- Develops a system of archiving notes and documents.

2.2 MEETING SCHEDULE

The Local Emergency Management Committee aims to meet four times a year in accordance with *State Emergency Management Procedure 7 - LEMC meeting frequency 'Emergency Management in Local Government Districts*.

At each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

Every Meeting:

- Confirm key stakeholders contact details;
- Review any Post-Incident Reports and Post Exercise Reports generated since last meeting;
- Progress of Emergency Risk Management (ERM) process;
- Progress of Treatment Strategies arising from ERM process;
- Progress of development or review of LEMA; and
- Other matters as determined by the Local Government.

First Quarter:

- Develop and approve next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
- Begin developing annual business plan.

Second Quarter:

- Prepare LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
- Finalise and approve annual business plan.

Third Quarter

- Identify emergency management projects for possible grant funding.

Fourth Quarter:

- National and State funding nominations.

The LEMC shall determine other procedures as it considers necessary.

2.2.1 ANNUAL REPORTS (S. 25 EM ACT)

The Executive Officer or nominated representative will complete and submit the Annual Report on behalf of the LEMC and Local Governments in accordance with State Emergency Management Policy 7.1 ‘Annual Reporting’. Using the template in State Emergency Management Procedures (s.17 Annual Reporting).

2.3 EMERGENCY RISK MANAGEMENT

2.3.1 KATANNING

The Shire of Katanning conducted a risk assessment in May 2019. The completed Risk Register is available from the Shire. The hazards evaluated, listed in the table below, resulted in 81 risks requiring a treatment plan. An extract of the Risk Register, listing the risks rated ‘Extreme’ or ‘High’ is included at Appendix 10 - Risk Register - Katanning.

Table 2.1 - Katanning

Hazard	Risks - Treatment Required
Fire	5 Extreme, 11 High
Storm	8 Extreme, 10 High
Flood	15 High
Heatwave	3 Extreme, 3 High
Animal and Plant Biosecurity	5 Extreme, 6 High
Earthquake	14 High

2.3.2 WOODANILLING

The Shire of Woodanilling conducted a risk assessment in May 2019. The completed Risk Register is available from the Shire. The hazards evaluated, listed in the table below, resulted in 81 risks requiring a treatment plan. An extract of the Risk Register, listing the risks rated 'Extreme' or 'High' is included at Appendix 11 - Risk Register - Woodanilling.

Table 2.2 - Woodanilling

Hazard	Treatment
Bushfire	
Storm	
Flooding	
Heatwave	
Animal and Plant Biosecurity	
Earthquake	

2.3.3 KENT

Note: The Shire of Kent is aiming to have completed the State Risk Project process by the end of 2020. This document will be updated with the reviewed risk register and treatment plan by first quarter 2021.

Table 2.3 - Kent

Priority	Hazard	Treatment
1	Fire	
2	Storm/Flood	
3	Plant and Animal Biosecurity	
4	Earthquake	

3 PART 3 RESPONSE

3.1 LOCAL GOVERNMENT RESPONSIBILITIES IN RESPONSE

The Local Government has the follow roles in relation to emergency response:

- Combat Agency for bush fire (outside of gazetted fire district).
- Liaise with the incident controller and provide liaison officer to the Incident Management Team (IMT).
- Participate in the ISG and provide local support.
- Where an identified welfare centre is a building owned and operated by local government, provide a liaison officer to support the Department of Communities.
- Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires emergency response capability.

3.2 EMERGENCIES LIKELY TO OCCUR

The following is a table of emergencies that are likely to occur within the Local Government area and links to the relevant State Hazard Plans;

Hazard	Hazard Management Agency	Controlling Agency	Local Combat	Local Support	State Hazard Plan
Animal and Plant Biosecurity	Agriculture Director General	DPIRD	DPIRD Katanning		Animal & Plant Biosecurity
Collapse	FES Commissioner	DFES	SES	St John Ambulance	Collapse
Crash Emergency (Air, Rail or Road)	Commissioner of Police	WA Police	VFRS	St John Ambulance	Crash Emergency
Earthquake	FES Commissioner	DFES	SES	SES	Earthquake
Energy Supply Disruption	Coordinator of Energy	Energy Policy WA			Energy Supply Disruption
Flood	FES Commissioner	DFES	SES	SES	Flood
Fire	FES Commissioner	DFES, DBCA, LG	BFB, DBCA, VFRS	Farmer response	Fire
Heatwave	Chief Executive Officer	Department of Health	Katanning Hospital		Heatwave
Hazardous Materials	FES Commissioner	DFES	Katanning Hospital		HAZMAT
Human Biosecurity	Chief Executive Officer	Department of Health	Katanning Hospital		Human Epidemic

Reservoir /Dam Collapse	Water Corporation WA				
Search and Rescue	Commissioner of Police	WA Police	SES		Search and Rescue Emergency
Storm	FES Commissioner	DFES	SES		Storm

These arrangements are based on the premise that the HMA responsible for the above risks will develop, test and review appropriate emergency management plans for their hazard.

3.2.1 RELEVANT STATE SUPPORT PLANS

DOCUMENT	OWNER	LOCATION
Animal Welfare in Emergencies	Director General DPIRD	SEMC Website
Emergency Public Information	SEMC	SEMC Website
Emergency Welfare (Interim)	CEO Department of Communities	SEMC Website
State Health Emergency Response Plan	CEO Department of Health	SEMC Website

3.3 RESOURCES

The controlling agency is responsible for determining the resources required to combat the hazards for which they have responsibility. If required, the shires of Katanning, Woodanilling and Kent may provide resources and through the Incident Support Group.

3.4 THE SHIRES HAVE COLLATED RESOURCES AVAILABLE WITHIN THEIR DISTRICT, WHICH ARE LISTED IN APPENDIX 3 - ISG LOCATIONS:

SHIRE OF KATANNING

52 Austral Terrace, Katanning

	Name	Phone	Phone
1 Contact	CEO Julian Murphy	(08) 9821999	0427 817 443
2 Contact	CESM – Cindy Pearce	(08) 9821999	0417 071 567

SHIRE OF WOODANILLING

31 Robinson Road, Woodanilling

10.3.1

	Name	Phone	Phone
1 Contact	CEO – Stephen Gash	9823 1506	0427 097 364
2 Contact	CESM – Cindy Pearce	0417 071 567	0417 071 567
3 Contact	DCEO – Sue Dowson	0424 704 812	

SHIRE OF KENT – NYABING – SHIRE OFFICE/CHAMBERS
24 – 26 Richmond Street, Nyabing

	Name	Phone	Phone
1 Contact	CEO – Rick Miller	9829 1051	0429 993 986
2 Contact	CESM – Suzan Lees		0436 668 242
3 Contact	DCEO – Michelle Bamass		0428 291 125

Appendix 4 - Shire Resources.

3.5 FINANCIAL ARRANGEMENTS

The shires of Katanning, Woodanilling and Kent recognise state *EM Policy 5.12 - funding for emergencies*:

To ensure accountability for expenditure incurred, the Emergency Management Agency (EMA) with operational control of any resource is responsible for payment of all related expenses associated with its operation during emergencies, unless other arrangements are established.

This means that where the local government is the Controlling Agency for a bushfire, it is responsible for all related costs unless the fire has been handed over to the HMA under s.13 of the *Bush Fires Act 1954*.

3.6 ROLES & RESPONSIBILITIES

3.6.1 HAZARD MANAGEMENT AGENCY

A Hazard Management Agency (HMA) is an agency or person who is responsible for the management of a hazard or range of hazards as prescribed in the *EM Regulations 2006*.

The functions of the HMAs are to:

- Undertake responsibilities where prescribed in the *EM Regulations 2006* for these aspects.
- Appointment of Hazard Management Officers (s.55 of the *EM Act*)
- Declare / revoke emergency situation (s.50 and 53 of the *EM Act*)
- Coordinate the development of the State Hazard Plan for that hazard.
- Ensure effective transition to recovery from the controlling agency to local government

3.6.2 CONTROLLING AGENCY

The Controlling Agency has responsibility for controlling the response to an incident, as specified in the relevant State Hazard Plan. The Controlling Agency must appoint an Incident Controller (IC).

If an incident escalates to become an emergency, the Controlling Agency and the HMA may often be the same agency.

If it is not clear who the Controlling Agency should be, and a satisfactory agreement cannot be reached, then the WA Police shall assume control of the incident until such time as the appropriate Controlling Agency can be determined.

3.6.3 COMBAT AGENCIES

A combat agency is responsible for response tasks as specified in the relevant State Hazard Plan. An example of this is local government bush fire brigades responding to a bush fire. While the fire is managed by the local government, the local government is also the Controlling Agency, and must appoint an Incident Controller.

3.6.4 INCIDENT MANAGEMENT TEAM

An Incident Management Team (IMT) is a group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning, logistics and public information. The team headed by the incident controller which is responsible for the overall control of the incident.

3.6.5 SUPPORT AGENCIES

A Support Organisation is responsible for specific activities in support of the Controlling Agency and may also support Combat Agencies and other Support Organisations upon request. An example may be the Salvation Army providing meals to welfare centre.

3.6.6 INDIVIDUAL ROLE RESPONSIBILITIES

3.6.6.1 Incident Controller

The IC is appointed by Controlling Agency of an incident. During an incident the IC is responsible for:

- the overall control of an incident within a defined Incident Area;
- leading an incident management team;
- assessing the incident level — if an incident is assessed as a Level 2 or Level 3 incident, the IC must make an incident level declaration in accordance with *State EM Response Procedure 2*;
- ensuring the accuracy of the emergency public information, approving its release in coordination with all relevant agencies and terminating its broadcast;
- In consultation with the HMA, ensuring effective strategies for evacuation are implemented; and
- Management of traffic during an emergency response.

3.6.6.2 Local Emergency Coordinator (LEC)

The LEC is the Officer in Charge of the local WA Police station:

- provide advice and support to the LEMC in the development and maintenance of LEMA;
- assist HMAs to provide a coordinated response during an emergency in the district; and
- carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

3.6.6.3 Local Government Liaison Officer

The LG Liaison Officer is the CEO or delegate (for respective shires).

- represents the local government on the Incident Management Team (IMT);
- attends the Incident Support Group (ISG) and/or Operations Area Support Group (OASG) meetings to represent the relevant shire to provide local knowledge; and
- has authority to commit shire resources and services to the emergency response.

3.6.6.4 Local Recovery Coordinator (LRC)

The LG Liaison Officer is the CEO or delegate (for respective shires).

- forms part of the IMT to ensure recovery can commence as soon as practicable;
- develop and maintain effective recovery management arrangements for the local government; and
- in conjunction with the local recovery committee, implement a post-incident recovery action plan; and
- manage the recovery phase of the incident.

(See the Shire of Katanning, Woodanilling and Kent's Local Recovery Plan for further details).

3.6.6.5 LG Welfare Liaison Officer

The LG Welfare Liaison Officer is the Executive Manager Community Development or delegate:

- open and establish a welfare centre;
- commence the registration process of affected persons until the arrival of the Department of Communities;
- provide advice, information and resources regarding the operation of the facility; and
- assist with maintenance requirements for the facility.

3.6.7 INCIDENT SUPPORT GROUP (ISG)

The ISG is a group of people represented by the different agencies who may be involved in the incident, whose role it is provide support to the Incident Management Team (IMT).

The ISG is convened by the Incident Controller (IC) or the Local Emergency Coordinator, in consultation with the IC, to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources. The Local Government Liaison Officer should be a member of the IMT.

3.6.7.1 Triggers for the activation of an ISG

The triggers for an incident support group are defined in the *State EM Policy* Statement 5.2.2 and *State EM Plan* Section 5.1. The activation of an ISG should be considered when the following occur;

- the incident is designated as Level 2 or higher;
- multiple agencies need to be coordinated;
- possible or actual evacuation required;
- the need to coordinate warning/information to community during;
- there is a perceived need relative to an impending hazard impact. (Flood, fire, storm surge);
- multi agency response where there is a need for collaborative decision making and the coordination of resources/information; and
- there is a need for regional support beyond that of a single agency.

3.6.7.2 ISG MEMBERSHIP

The makeup of an ISG will generally depend on the nature of the incident and this group may change over the incident's duration.

The local recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

3.6.7.3 ISG MEETINGS

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach of all available resources to an emergency.

The frequency of meetings will be determined by the IC and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources. It is important that accurate meeting records are maintained.

3.7 REFER TO APPENDIX 3 - ISG LOCATIONS:

SHIRE OF KATANNING

52 Austral Terrace, Katanning

	Name	Phone	Phone
1 Contact	CEO Julian Murphy	(08) 9821999	0427 817 443
2 Contact	CESM – Cindy Pearce	(08) 9821999	0417 071 567

SHIRE OF WOODANILLING

31 Robinson Road, Woodanilling

	Name	Phone	Phone
1 Contact	CEO – Stephen Gash	9823 1506	0427 097 364
2 Contact	CESM – Cindy Pearce	0417 071 567	0417 071 567
3 Contact	DCEO – Sue Dowson	0424 704 812	

SHIRE OF KENT – NYABING – SHIRE OFFICE/CHAMBERS

24 – 26 Richmond Street, Nyabing

	Name	Phone	Phone
1 Contact	CEO – Rick Miller	9829 1051	0429 993 986
2 Contact	CESM – Suzan Lees		0436 668 242
3 Contact	DCEO – Michelle Bamass		0428 291 125

Appendix 4 - Shire Resources section for suitable locations and contact details for establishing the ISG.

3.8 PUBLIC INFORMATION (STATE EM POLICY 5.6)

3.8.1 ONE SOURCE, ONE MESSAGE

Communities threatened or impacted by emergencies have an urgent and vital need for timely, adequate and accurate information and instructions so they can be aware of the emergency and to take appropriate actions to safeguard life and property.

However, the community must be encouraged to seek out information from reliable sources, such as the emergency.wa.gov.au website, make decisions early, and not wait to be contacted by emergency management agencies.

The Controlling Agency is responsible for providing this information, and the IC (or delegate) must approve all public information messages before they are disseminated.

Where individual agencies want to issue media releases for their areas of responsibility (e.g. Water Corporation on water issues, Western Power on power issues, etc.), release times, issues identified and content shall be coordinated through the ISG to avoid conflicting messages being given to the public.

3.9 PUBLIC WARNINGS

During an incident that may impact on the local community, it is vital that reliable information is made available.

The IC is responsible for the dissemination of public information and warnings. Any warnings should be broadcast through DFES to ensure that the emergency.wa.gov.au website and DFES public information lines are updated with current information.

3.9.1 DFES PUBLIC INFORMATION SYSTEM

The DFES public information system should be activated during any incident where there is a possible threat to lives or homes, or where there may be heightened public concern.

To request a public warning to be issued, contact the DFES Regional Duty Coordinator on 1800 865 103.

3.9.2 LOCAL SYSTEMS

The DFES Public Information System should be the preferred method of communication and should be promoted as a trusted source of information.

Local systems should be used with caution, as it may cause confusion, or people may come to rely on being contacted by local shires in the event of an emergency, which cannot be guaranteed.

The Shires of Katanning, Woodanilling and Kent operate a Short Message System (SMS) that provides information to subscribers regarding harvest and vehicle movement bans. Although it is not intended to be used as an emergency warning system, this is a possible method of communications. Access is via the Shires of Katanning, Woodanilling and Kent.

Individual shires may also utilize additional communication channels such as websites, Facebook and Whatsapp.

3.10 MANAGING ENQUIRIES

3.10.1 MEDIA ENQUIRIES

During an emergency, information used in the communication response must be controlled to ensure that all facts are accurate and that the release is authorised. The following guidelines should be followed:

- Each shire is to nominate its authorised spokesperson (CEO or Shire President) to ensure that during a crisis all communication with the media and audiences is consistent, transparent and controlled.
- The spokesperson must have the updated facts and be both available and prepared to manage media relations.
- All information to be provided regarding an incident or its response is to be checked with the Controlling Agency and authorised by the IC before being disseminated.

In addition, shire personnel should adhere to the following guidelines:

- No shire personnel or spokesperson is to give “off the record” or “in confidence” information.
- The details of all media calls are to be recorded;
- Any public information material released by the Shires of Katanning, Woodanilling or Kent must have prior approval from the CEO or Shire President of that shire;
- Anything communicated to the media must be consistent with other internal and external communication.
- All media calls are to be returned as soon as possible.

3.10.2 GENERAL ENQUIRIES

Frontline shire employees should be prepared to receive enquiries from a range of stakeholders. Shire staff (other than approved spokespeople listed above), are not permitted to divulge any information relevant to an incident to any stakeholder, beyond what would be considered ‘business as usual’.

If the enquiry requires further information or comment, the caller or visitor must be referred to an authorised spokesperson. If the frontline employee is unable to transfer the caller to the appropriate person, a message needs to be taken so that the call can be returned as soon as possible.

The procedure for shire personnel in handling enquiries is:

- inform the person that you are not an authorised spokesperson and cannot provide comment or detailed information;
- take a message including the nature of the enquiry and the deadline (if applicable); and
- ensure that the appropriate person receives the message and returns the call within a timely manner.

Enquiries from concerned relatives and friends must be directed to the Department of Communities or the WA Police. At all times, you should:

10.3.1

- establish the caller/visitor's relationship to the person being enquired about;
- demonstrate care and listen to their concerns;
- provide reassurance that all necessary actions are being undertaken to manage the situation;
- remain calm; and
- if you receive an enquiry about someone who is injured, deceased or unaccounted for, you must ensure that the Controlling Agency or WA Police are advised of the enquiry as soon as possible.

4 PART 4 EVACUATION

(Note: this section is to be updated to align with SEMC's WA Community Evacuation in Emergencies Guideline)

Evacuation may need to be implemented, particularly regarding cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources.

The Controlling Agency is responsible for making decisions on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.

The decision to evacuate will only be made by a Controlling Agency when it is evident that loss of life or injury is imminent or if the members of the community at risk do not have the capability to make an informed decision.

4.1 EVACUATION MANAGEMENT

The responsibility for managing evacuation rests with the HMA. The HMA is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The HMA is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made.

Schools, hospitals, nursing homes, child care facilities etc. should each have separate emergency evacuation plans, which show where their populations will assemble for transportation. It is important that this information is captured for an overall understanding of where people will be congregating in an emergency.

In most cases the WA Police may be the combat agency for carrying out the evacuation and they may use the assistance of other agencies such as the SES, Fire & Rescue etc.

Whenever evacuation is being considered the Department of Communities (Communities) must be consulted during the planning stages. This is because Communities have responsibility under State Arrangements to maintain the welfare of evacuees under State Emergency Welfare Plan.

4.1.1 SPECIAL NEEDS GROUPS

Special needs groups, who may require special attention or resources during an evacuation are listed at Appendix 7 - Special Needs Groups.

4.1.2 ROUTES & MAPS

Refer to tab 'Maps' This section provides a map of the locality and identifies any issues and local land marks.

4.1.3 ANIMALS

There are no commercial animal facilities available in any Shire. The Council Dog Pounds are not suitable to hold dogs in an emergency. The Equestrian area and Shearing Sheds at the Leisure

Centre in Katanning may be suitable to hold some animals; however, owners would need to be responsible for managing their animals.

4.2 WELFARE CENTRES

The Department of Communities (Communities) is responsible for managing the welfare of people who have been evacuated. When evacuation is being considered, the Department should be consulted as part of that decision-making process.

For a detailed list of venues suitable as welfare centres see Appendix 8 - Welfare Centre Information.

4.2.1 STATE & NATIONAL REGISTRATION & ENQUIRY

When a large-scale emergency occurs, and people are evacuated or become displaced, one of the areas the Communities has responsibility for is recording who has been displaced and placing the information onto a State or National Register. This primarily allows friends or relatives to locate each other but also has many further applications. Because of the nature of the work involved Communities have reciprocal arrangements with the Red Cross to assist with the registration process.

There is a Red Cross unit based in Katanning. They are activated by Communities for the purposes of welfare support and registration.

4.2.2 ROLES AND RESPONSIBILITIES

4.2.2.1 Local Welfare Coordinator

The Local Welfare Coordinator is the Team Leader, Communities Katanning. The contact number is listed in the contacts register.

4.2.2.2 Local Welfare Liaison Officer

The role of the Local Welfare Liaison Officer is to provide a point of contact to local government resources for a welfare centre. This person may provide items such as access to buildings or building maintenance. Refer to the Contacts section for current Local Welfare Liaison Officers

4.2.2.3 District Emergency Services Officer

The Communities shall appoint a District Emergency Services Officer (DESO) to prepare local welfare plans. The DESO for the Shire of Katanning, Shire of Woodanilling and the Shire of Kent is contained in Contacts Register.

5 PART 5 – RECOVERY

Please refer to the Shire of Katanning, Shire of Woodanilling and the Shire of Kent Recovery Management Plan.

6 PART 6 – EXERCISING & REVIEWING

6.1 EXERCISING

(Note: this section is to updated to align with SEMC's WA Managing Exercises Guidelines in 2021)

6.1.1 AIM

The aim of any exercise conducted by the LEMC should be to assess the Local Emergency Management Arrangements, not a HMA's response to an incident. This is a HMA responsibility.

6.1.2 FREQUENCY

The LEMC will hold an exercise annually.

6.1.3 TYPES

Exercises may be:

- Discussion
- Field
- Desktop

6.1.4 REPORTING OF EXERCISES

Exercises are to be reported to the DEMC as per State Emergency Management Policy [4.8.4 and/or 4.8.5](#) State EM Preparedness [Procedure 19](#).

6.2 REVIEW

The Executive Officer should ensure this document is reviewed as follows;

Item	Review
Contact Details	Each quarterly meeting
Local Arrangements – contents	Annually
Local Arrangements – via exercise	Annually
Emergency Risk Management	5 years or if there is a significant change

7 PART 7 APPENDICES

7.1 APPENDIX 1 - CRITICAL CONTACTS

This list is not for publication. For emergencies dial 000 (Police, Fire, Ambulance)

Organisation	Contact Position	Contact Person	Phone	Email
Shire of Katanning	CEO	Julian Murphy	0427 816 443	ceo@katanning.wa.gov.au
	Local Recovery Coordinator	Julian Murphy	0427 816 443	
	Deputy Local Recovery Coordinator			
	Community Emergency Services Manager	Cindy Pearce	0417 071 567	cindy.pearce@dfes.wa.gov.au
	Local Welfare Liaison Officer			
	Executive Manager Infrastructure and Assets	Sam Bryce	0481 514 311	sam.bryce@katanning.wa.gov.au
	Executive Manager Corporate Services	Denise Gobbart	0409 374 574	Denise.gobbart@katanning.wa.gov.au
	Shire Administration Office		9821 9999	admin@katanning.wa.gov.au
	Ranger Services		0409 891 645	ranger@katanning.wa.gov.au
	Harvest & Vehicle Movement Ban Hotline	Recorded message	9821 9990	
Shire of Kent	CEO	Rick Miller	0429 993 986	
	Deputy CEO	Michelle Bamass	0429 993 985	
	Local Recovery Coordinator	CEO – Rick Miller	0429 993 986	ceo@kent.wa.gov.au
	Deputy Local Recovery Coordinator	DCEO – Michelle Bamass	0429 993 985	dceo@kent.wa.gov.au
	Community Emergency Services Manager	Suzan Lees	0436 668 242	cesm@kent.wa.gov.au
	Local Welfare Liaison Officer	EA – Christy Smith	0427 362 438	ea@kent.wa.gov.au
	Manager Infrastructure Services	Gary Mathewson	0429 993 987	
	Shire Administration Office		9829 1051	admin@kent.wa.gov.au
	Harvest & Vehicle Movement Ban Hotline	Recorded message	9829 1247	
Shire of Woodanilling	CEO	CEO- Stephen Gash	0427 097 364	ceo@woodanilling.wa.gov.au
	Deputy CEO	DCEO - Sue Dowson	0424 704 812	dceo@woodanilling.wa.gov.au
	Local Recovery Coordinator	CEO- Stephen Gash	0427 097 364	
	Deputy Local Recovery Coordinator	DCEO - Sue Dowson	0424 704 812	
	Community Emergency Services Manager	Cindy Pearce	0417 071 567	cindy.pearce@dfes.wa.gov.au
	Local Welfare Liaison Officer			
	Manager Infrastructure Services			
	Shire Administration Office		9823 1506	shire@woodanilling.wa.gov.au
	Harvest & Vehicle Movement Ban Hotline	Recorded message		
Shire of Wagin		Acting CEO Bill Atkinson	0429 611 493	

Shire of Broomehill / Tambellup		CEO - Keith Williams	0423 636 272	
Shire of Gnowangerup		CEO - Bob Jarvis	0428 982 710	
Shire of Kojonup		CEO - Rick Mitchell-Collins	9831 2400	
WA Police	OIC Katanning Police	Carlos Correia Katanning Station Non-emergency calls	0411 882 309 98213800 131 444	Carlos.Correia@police.wa.gov.au
DFES	Regional Duty Coordinator – Great Southern (Albany)	Duty officer	1800 314 644	
	Regional Duty Coordinator – Upper Great Southern (Narrogin)	Duty officer	1800 865 103	
	DFES Albany Office		9845 5000	GreatSouthernAdmin@dfes.wa.gov.au
	DFES Narrogin Office		6832 3110	narroginreception@dfes.wa.gov.au
	ComCen		1800 198 140 9395 9202	
	Media & Corporate Coms – alerts and warnings		9395 9543 (BH) 0427 479 499 (AH)	
	Activate Telephone Warning System (SAO)		1300 566 588	
	Total Fire Ban Hotline		1800 709 355	
	Information Line	Recorded message	13 33 37	emergency.wa.gov.au
LG Bush Fire Brigade Contacts	Katanning	CBFCO	0429 376 593	
	Kent	CBFCO	0488 204 030	
		DCFCO	0428 291 171	
	Woodanilling	CBFCO	0429 231 586	
	Wagin	CBFCO	0427 611 529	
	Broomehill/Tambellup	CBFCO	0429 674 182	
DBCA - Parks & Wildlife	Narrogin	Duty Officer Narrogin Office Mitchell Davies	9881 9200 9881 9200 0427 193 556	
Department of Primary Industry & Regional Development (DPIRD)	Katanning Office	John Paul Collins	0427 170 035 9821 3249	John.collins@agric.wa.gov.au
	Katanning Research Facility	Gavin D'Adhermar	9821 3310 0427 082 203	Gavin.dadhemar@agric.wa.gov.au
	Veterinary Field Officer (Albany)	Courtenay Bombara	0408 672 946	Courtenay.bombara@dpiird.wa.gov.au

			0459 880 384	
	Call Centre	Animal pest or disease Plant pest or disease	1800 675 888 1800 084 881	
Dept of Communities – Great Southern	Establishing Welfare Centres District Emergency Services Officer	Duty Officer Neville Blackburn	0418 943 835 0438 934 827	neville.blackburn@communities.wa.gov.au
	Crisis Care (after hours)		1800 199 008	
Katanning Hospital			9821 6222	
	Contact Director of Nursing	Robyn Millar	0439 202 344	9821 6200
		Scott Whitmore	0427 088 630	9821 6254
Kojonup Hospital			9831 2222	
Gnowangerup Hospital			9827 1334	
Wagin Hospital			9861 1224	
Alinta Gas			131 352	
Main Roads			138 138	
Arc Infrastructure	Northam Office		9622 4632	
Water Corporation			13 13 75	
Western Power			13 13 51 9891 1900	
St John Ambulance	Katanning Kent Kojonup Wagin	Sonia Michelle	0418 390 056 0429 993 985 0428 720 043 9861 1865	Not for emergencies Not for emergencies Not for emergencies Not for emergencies
State Emergency Services (SES)		Call Centre	132 500	
		Narrogin Office	6832 3110	NOT FOR EMERGENCIES
		Albany Office	9845 5000	NOT FOR EMERGENCIES
Telstra	WA Regional	Boyd Brown	0418 748 197	For technical issues email – telstrawa@team.telstra.com
Migrant Resource Centre	Katanning	9821 4420		
	Albany	0429 378 266		
Media Contacts – Authorised Staff Only				
ABC Radio	Great Southern (Albany)		9842 4011	
	Bunbury		9792 2711	

	Perth (Statewide)		139 994	
ABC TV	Perth		9220 2700	
GWN7 TV (Bunbury)			9792 2857	gwn7.newseditor@gwn7.com.au
WIN (Perth)			9892 2857	6216 5220 (fax)

SCHOOL BUS CONTRACTORS CONTACTS

Line	Contact Name	Radio	Phone Number
Katanning Nyabing	Coral and Craig Leckie		0448 433 311
Katanning Gnowangerup	Coral and Craig Leckie	UHF CH 40	98211336
Katanning Warren Road	Troy and Kim Hamon		98215775
Katanning Kwoberup	Rosaline Morrison	UHF 15	0428 214 229
Broomehill West	Kevin Hueppauff		98241218
Broomehill East	Jamie Shuttleworth		0416 168 802
Punchmirup Morraconda	Troy Hamon		0419 039 100
Katanning – Punchmirup	Troy and Kym Hamon		0419 039 100
Katanning Cartmeticup Ballaying	Kojonup Bus Services		98311166
Katanning Glencoe Bullock Hills	Heather and Trevor McCarley		98214411
Katanning Kojonup	Kojonup Bus Services		98311166
Katanning Tambellup East	Kojonup Bus Services		98311166
Katanning Marracoonda	Raymond Chapman		0409 059 616
Katanning Woodanilling	Kojonup Bus Services		98311166
Tambellup	Kojonup Bus Services		98311166
Tambellup	Moonies Bus Service		98251717
Warren Road – Kwobrup	Troy Hamon		0419 039 100

7.2 APPENDIX 2 - LEMC MEMBERSHIP

- Chair – Shire President/Deputy Shire President or nominated Council Officer Shire of Katanning, Shire of Woodanilling, Shire of Kent.
- Deputy Chair – OIC Katanning Police
- Executive Officer – CESM Shire of Katanning, CESM Shire of Kent
- Shire of Katanning CEO
- Shire of Woodanilling CEO
- Shire of Kent CEO
- Department of Health
- DBCA Parks & Wildlife Service – Katanning
- Executive Manager Infrastructure & Assets Shire of Katanning
- DPIRD Site Manager Katanning
- Department of Communities
- Katanning Senior High School
- Katanning Primary School
- Woodanilling Primary School
- Nyabing Primary School
- Pingrup Primary School
- St John Ambulance – Katanning
- St John Ambulance – Nyabing
- St John Ambulance – Pingrup
- State Emergency Service - Wagin
- Katanning Volunteer Fire & Rescue Service
- Western Power
- Chief Bush Fire Control Officer – Shire of Katanning
- Chief Bush Fire Control Officer – Shire of Woodanilling
- Chief Bush Fire Control Officer – Shire of Kent
- ARC Infrastructure
- Red Cross
- CWA
- Water Corporation
- Main Roads WA
- Telstra
- Aboriginal Corporation

7.3 APPENDIX 3 - ISG LOCATIONS:**SHIRE OF KATANNING**

52 Austral Terrace, Katanning

	Name	Phone	Phone
1 Contact	CEO Julian Murphy	(08) 9821999	0427 817 443
2 Contact	CESM – Cindy Pearce	(08) 9821999	0417 071 567

SHIRE OF WOODANILLING

31 Robinson Road, Woodanilling

	Name	Phone	Phone
1 Contact	CEO – Stephen Gash	9823 1506	0427 097 364
2 Contact	CESM – Cindy Pearce	0417 071 567	0417 071 567
3 Contact	DCEO – Sue Dowson	0424 704 812	

SHIRE OF KENT – NYABING – SHIRE OFFICE/CHAMBERS

24 – 26 Richmond Street, Nyabing

	Name	Phone	Phone
1 Contact	CEO – Rick Miller	9829 1051	0429 993 986
2 Contact	CESM – Suzan Lees		0436 668 242
3 Contact	DCEO – Michelle Bamass		0428 291 125

7.4 APPENDIX 4 - SHIRE RESOURCES

7.4.1 SHIRE OF KATANNING

Item description	Items
Graders – John Deere and Cat	2
Trucks – road trains	3
Water Tank 10,000 litres (slip on for truck)	1
Water Truck 11,500 litres	1
FEL and Tree rake	1
Backhoe	1
Mobile Standpipe	1
Skidsteer Caterpillar	1
Fast Fill Trailers	4
Generator	2
Water Pump and Hoses 3inch	1
Fire Truck 2.4	1
Sign Trailer	2
Transfer pumps	2
30 road cones/ 20 bollards w/ bases. Numerous road signs related to bushfires and smoke over road.	Brigade resources

7.4.2 SHIRE OF KENT

Item description	Items
Komatsu GD-555-8 Grader (KT027)	1
Komatsu GD-555 Grader (KT029)	1
Komatsu GD555 Grader (KT050)	1
John Deere Grader (KT030)	1
Cat 428c Backhoe/Loader KT016	1
Komatsu Loader 2016 (KT028)	1
Loader John Deere (KT035)	1
John Deere 318D Skid Steer (KT006)	1
Case Excavator (KT023)	1
Truck with trailers or low loader	1
Water cart – slip on for truck	1
Various Utes (have been used in the past for towing trailers)	1

7.4.3 SHIRE OF WOODANILLING

Item description	Items
Fire truck	1
Graders	2
Loaders	1
Isuzu Dedicated water Truck(9000 litres)	1
Isuzu 5Ton Tipper Truck	1
Isuzu 10 ton Side/Rear tipper	2
Skidtseer	1
Utes	7
Backhoe	1
Fuel Trailer (1000 litre)	1
Signage Trailer	1
Plant Float Trailer (Pintle Hook Hitch)	1
Standpipe Trailers	6
Bartco Message Trailer	1

Bartco Traffic Lights(set of 2)	1
Honda Hi Flow Water pump	1

SOCIAL MEDIA CONTACTS SHIRE OF KATANNING

Tash Shirazee (Website and Facebook)	0432 994 471
Georgia Kowald (Facebook)	0499 614 893
Tania Wolfe (Facebook)	0419 932 605
Cherrie Campbell	0499 740 1211
Pip Murray	0437 519 547
Cindy Pearce (Facebook)	0417 071 567
Sue Eastcott	0409 102 332

7.5 APPENDIX 5 - CONTRACTOR RESOURCES

7.5.1 MACHINERY AND WATER TANKERS

Contact Details	Equipment Type	Description	Location	Coupling Size
Steven Marshall - 0429 086 773	Water tanker	25, 000 litres	Katanning	3 inch Camlock
Wagin Earthworks Wayne Hegarty 0428 889 261	Water tanker	15,000 litres 4WD.	Within 200km of Wagin	3 inch Camlock
Dumbelyung Earthmoving Shane Edwards 0428 641 043	Water tanker	20,000 litres	Dumbelyung	3 inch Camlock
Barry Kowald	Water Tanker	40.000 litres		
Morris Trimming 0407 774 624 lesleytrimming@bigpond.com	Water tanker Loader	30 000 litres 28 ton	Between Katanning and Woodanilling	3 inch Camlock
Danny/ Craig Bignell 0427 241270 / 0408 341 253	Water tanker	25,000 litres	Broomehill	Hose type and connection size 50 mm
Ian Knapp 9822 7037 0427 215 635	Water tanker	40,000 litres	Approx 20 km North East of Katanning	
Brad Patterson 0428 228 042	Water Tanker		Cartmeticup Area Woodanilling	
Halanson Earthmoving Shane Steele Projects Manager 0429 089 046 shane@halansonearthmoving.com.au	Dozer Dozer Excavator Excavator Excavator Front End Loader Grader Skid Steer	Komatsu D155AX-6 Komatsu D65EX-15 Komatsu PC450LC-8 Komatsu PC270LC-8 Komatsu PC88MR-8 Komatsu WA470-6 John Deere 770GP Terex PT80		
Klopper Contracting Pty Ltd Simon Klopper simon@kloppercontracting.com.au 0427651696	Dozer Dozer Dozer Grader Front End Loader Front End Loader Fire Truck	Cat D9R Cat D8T Komatsu D85 Cat 140M Cat 970F Cat 950H Oshkos		
AD Contractors	Dozer	Cat D7H	Albany	

10.3.1

<p>Debbie McAllister (Office Manager) adcontra@iinet.net.au 9841 2399 Ian Attwell Ops Manager 0408 412 399 Jason Dayman Supervisor 0439 820 363</p>	<p>Dozer Dozer Excavator Excavator Excavator Excavator 8 tonne Excavator 2 tonne Scraper Grader Grader Grader Front End Loader Tipper truck Water Tanker Water Tanker Low loader Low Loader Dump truck Roller Roller Backhoe Backhoe Skidsteer</p>	<p>Cat D8N Cat DN9 Cat 320 x 3 Cat 325 x3 Cat 330 Cat 308 Cat 301 Cat 621 x 2 Cat 920 x 3 Cat 12H Cat 140G Cat 920 x 3 Cat 950F Cat 950G/H Cat 966D Cat 980 6WT 6WT 11,000 litres Semi 17,000 litres Tri Axle 4 Axle 30 tonne SP56 smooth or padfoot CS-563C/D Pacific Multi tyred Cat 428 Cat 432 Cat 247B2AC</p>		
<p>Wagin Earthmoving Bron Hegarty 0428 889 261 admin@waginearthmoving.com.au</p>	<p>Truck side tipper Truck side tipper & trailer Semi side tipper Roadtrain Bulldozer Excavator Excavator Excavator Excavator Excavator Grader Loader</p>	<p>8 Wheel 8 Wheel & dog Semi Side tipper Roadtrain X2 Mini 15t 25t 50t With rock breaker X 2 RC100 Compact Track</p>		

10.3.1

	Loader Scraper Water Pump Water Truck Mob/demob Float truck Mob/demob - Prime Mover Mulcher	RC50 Compact Track		
BFL Contracting Andrew Gibbons 0428 229 613 bflcontracting988@hotmail.com	Mobile lighting tower Front End Loader	With 20kva generator. Large		
Becks Transport transport@elite-group.com.au 0428 429 804	Water Trailers Prime movers to haul water trailers.	4 x 30,000 litres		
Pratt Transport Logistics Mick Pratt - 0429 311 444 mick@wsi.com.au	Water Tanker Fast Attack truck Tilt trays	25,000 litres Follows behind on fire ground – water 10 000L Move loaders etc.	Albany	Direct Fire Couple – bottom fill the fire the trucks.
Holly Bulk Haulage Charles Holly 0409 761 346	Water Carting Prime movers and Semis	20,000 to 40,000 litres To supply water for water resupply areas No off-road capability.		
Widespread Contracting Peter Eckersley 0429611241 pe.eckersley@bigpond.com	Loader (wheeled) Excavator Dozer	Komatsu WA500-3H JCB JS220LC Caterpillar D6R-XL		

7.5.2 OTHER RESOURCES

Contact Details	Equipment Type	Description	Location
Rapid Relief Team Ben Richardson - 0409 329 935 Michael - 0437 873931 Alan - 0458282410	BBQ Trailer Water tanker	meals for short/long duration 42,000 litres	Gnowangerup
Evan Hall 0428 123 374	Portable stock yards	Sheep yards (1,000 sheep)	818 Robinson Rd Woodanilling
Bindi Murray 0409 347 229	Portable stock yards	Sheep Yards (1,000 sheep)	Robinson Rd Woodanilling
Tim Harris 9822 1501, 0428 580 678	Portable stock yards	Sheep Yards (1,000 sheep)	Katanning Nyabing Rd
Scott Newby - 0400 673 440 Wayne Newby - 0429 674 182	Portable stock yards	Sheep Yards	Broomehill

7.6 CATERING AVAILABILITY AND CONTACTS DETAILS 20/21

BUSINESS NAME	CONTACT DETAILS	AVAILABLE HOURS	SUPPLY DETAILS
Chicken Treat	Shop - 98214411 Trevor – 0401 194 282	10.30am – 8pm	Chicken chips, burgers, rolls wraps. Drinks Cannot cater for large numbers, will require approx 2 hours.
Café on Cornwell	Jane Fornero 98211155 0447 177 255	24/7 As lives on the premises	Rolls, Sandwiches, Burger, Pizza Wraps Drinks, Choc Bars, Cakes. Will need 30-60 minutes depending on quantity. \$14-\$20
Sandy Boxall	0428166433	24/7 3-4 Hours' Notice	Mixed sandwiches, lasagnes, Sausage Rolls and Sauce Cakes and Biscuit's
Rapid Relief Team Gnowangerup	Ben Richardson 0409 329 935 Michael - 0437 873 931 Alan – 0458 282 410	24/7	Range of catering
The Daily Grind	90 Clive St East, Katanning	9821 7779	
Chicken Treat	132/134 Clive St, Katanning	9841 1144	
New Lodge Motel	172 Clive St, Katanning	9821 1788	
Katanning Motel	38 Albion St, Katanning	9821 1657	
Sandy Boxall	48 Amherst St Katanning	9821 1496 0428 166 433	
Loretta @ Federal L	111 Clive St, Katanning	9821 7128	
Nyabing Community Hub	18 Richmond St, Nyabing	9829 1015	
Nyabing General Store	16 Richmond St, Nyabing	9829 1075	
Michelle Harris		0408 956 954	

7.7 APPENDIX 7 - SPECIAL NEEDS GROUPS

7.7.1 SHIRE OF KATANNING

Name	Description	Address	Contact	No People
Bethshan	Assisted living accommodation (seniors)	7 Piesse St Katanning	9821 1018	Up to 26
Lions Aberdeen Village	Seniors retirement housing	Aberdeen St, Katanning	Great Southern Housing Association 9842 8697	Up to 30
Amherst Village	Seniors Retirement housing	Amherst St Katanning	Shire of Katanning 9821 9999	Up to 30
Katanning Regional Hospital	Hospital	Corner of Clive & Adam St Katanning	9821 6222	100 +
Katanning Senior High School	District high school	2-8 Golf Links Rd Katanning	9821 9800 Carolyn Cook - 0429 181 004 katanning.shs@education.wa.edu.au	
Braeside Primary School	Primary school	Carinya Gardens, Katanning	9821 2328 Teresa Wigg - 0429 642 033 Braeside.ps@education.wa.edu.au	
Katanning Primary School	Primary school	Dore Street, Katanning	98211077 Anita Wills - 0428 651 055 Katanning.PS@education.wa.edu.au	
St Patrick's Primary School	Primary school	37 Amherst St, Katanning	9821 2281 Andrew Gammon - 0408 899 228 admin@stpatskatanning.wa.edu.au	
Katanning Community Childcare Centre	Opening Hours 8am -6pm	Conroy Street, Katanning	9821 2007 Julie Hawkins - 0428 955 264 katanningchildcare@iinet.net.au	
Coorlingah Building Family Services	Baldjamaar Foundation Early Years and Youth Program	Beaufort Street, Katanning	9842 7645 Damien Yarran – 0437540041 ceo@bmf.org.au	
Bright Start Child Care Centre	Opening Hours 7am – 6pm	Hassell Street, Katanning	98214321 Rebecca Leyte - 0432 545 186 tbzleyte@gmail.com brightstartchildcarecentre@gmail.com	

7.7.2 SHIRE OF WOODANILLING

Name	Description	Address	Contact	No People
Woodanilling Primary School	Primary School	Carlton Street, Woodanilling	9823 1528 Louise Schoonens - 0400 892 269 Louise.schoonens@education.wa.edu.au	13 students plus 5 staff
Avalon Caravan Park	Accommodation & Cafe	Great Southern Hwy, Woodanilling Town Site	98231681	Up to 19 people
Various Elderly residents in town		Shire of Woodanilling	9823 1506	

7.7.3 SHIRE OF KENT

Name	Description	Address	Contact	No People
Nyabing Primary School	Primary School	Hobley St, Nyabing	9829 1023	31 students 12 staff
Pingrup Primary School	Primary School	Carrie St, Pingrup	9820 1042	12 staff 20 students
End of the Line Caravan Park	Accommodation	Sanderson Street, Pingrup	9820 1011 A/H 0499 380 651	Up to 16 People
Nyabing Caravan Park	Accommodation	Nyabing South Road	C/- Shire CEO 0429 993 986	Up to 20 People
Senior accommodation	Retirees	Coates Close, Nyabing	08 9829 1051	Up to 4 people

7.8 APPENDIX 8 - WELFARE CENTRE INFORMATION

7.8.1 KATANNING LEISURE CENTRE

The Katanning Leisure Centre is located on high ground and is surrounded by green ovals. It has good access with multiple gates to ovals etc.

Katanning Leisure Centre		
Address	Pemble St, Katanning	
Telephone No	(08) 9821 4399	
Fax No	(08) 9821 4657	
Email	klcmanager@katanning.wa.gov.au or klcstaff@katanning.wa.gov.au	
Julian Murphy	CEO	(08) 9821 9999 0427 816 443
Jenny Cristinelli	Manager	(08) 9821 4399 0407 442 149
Access Details		
Keys	Available from staff	
Alarm	Yes – Alarm codes available from above staff	
Security	Yes – South Coast Security for lock up and overnight patrols	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	2500	
Sleeping	1000	
Duration	Up to 5 days	
Amenities/Facilities Inside		
Toilets/showers	Yes	6 male, 6 female, 1 universal access
Laundry Facilities	Yes	1 x washing machine, 1 x clothes dryer, 1 x hanger
Baby Changing Facilities	N/A	
Kitchen facilities	Yes	Full Commercial Kitchen plus Kiosk under main roof. Commercial kitchen in football club rooms, kiosk kitchen in adjacent external building.
Refrigeration		3 x cool rooms (Function room Bar, Football Club bar & Kiosk), fridges in all locations including large drink fridges in Kiosk & bar
Microwave	Yes	In Kiosks, bars etc.
Urn / Boiling Water Unit	Yes	In Kiosks, bars & meeting rooms
Dining facilities	Yes	Seat up to 400 (tables and chairs)
Cutlery and Crockery	Yes	300 sets
RCD Protected	Yes	
Power Points	Yes	Throughout building 3 phase power available externally
Generator Port	No	
Fire Equipment	Yes	As per public building requirements
Air Conditioning (type)	Yes	Function, meeting rooms and bars (not in main stadium)
Heating	Yes	Function, meeting rooms and bars (not in main stadium)
Ceiling Fans	No	
Lighting (internal & external)	Yes	
Telephone Lines	Yes	In all offices and football club bar

10.3.1

Mobile Phone Coverage	Yes	
Internet Access WiFi	Yes	In all offices and football club bar
Hot Water System (type)	Yes	Gas & electric
Bins	Yes	Stored at site
Amenity Areas		
Enclosed Covered Areas	Yes	Main stadium, Ram Pavilion
Outside Children's Play Area	Yes	2 (front and next to football oval)
BBQs	Yes	External next to football oval
Swimming Pool	No	
Oval	Yes	1 x football oval, 3 x hockey ovals, plus equestrian oval
Recreation Rooms	Yes	Recreation Centre – has youth room with TV, Pool Table, Play stations etc.
Conference Rooms	Yes	Seats up to 300
Meeting Rooms	Yes	Several of differing sizes
Amenities/Facilities - External		
Power Outlets	Yes	3 phase power
Water	Yes	Taps on most external walls of building
Parking	Yes	100 parking bays at front of centre 200 sealed bays adjacent to hockey ovals 200 bays surrounding football oval Over flow parking on ovals if required
Area for Tents	Yes	Permitted on ovals if required
External Toilets	Yes	Next to football oval, external access to toilets in centre.
Deep Sewer/Septic	Yes	Equestrian area includes stables, mobile stock pens on site, shearing sheds etc. available for use
Caravan/Articulated Vehicles	Yes	Permitted on ovals if required
Amenities for pets and animals		

- a. Main power board location; - **In main centre**
- b. Water stop cock location; and – **Adjacent to Pemble St and next to car park**

7.8.2 KATANNING TOWN HALL

The Katanning Town Hall is located on high ground and is surrounded by buildings. It has good access with some parking facilities.

Katanning Town Hall		
Address	16-24 Austral Tce, Katanning	
Telephone No	(08) 9821 9999	
Email	admin@katanning.wa.gov.au	
Julian Murphy	CEO	0427 816 443
TBA	Manager Regulatory Services	0409 589 602
Access Details		
Keys	Available from all of above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	400	
Sleeping	200	
Duration	Up to 2 days	
Amenities/Facilities Internal		
Toilets/showers	Yes	Male: 4x urinals, 2x general stalls and 1x ambulant toilet, 1x outside with disabled access. Female: 5x general stalls and 2x ambulant toilets, 1x outside with disabled access. Universal Access toilet: 1x inside building
Laundry Facilities	No	N/A
Baby Changing Facilities	No	N/A
Kitchen facilities	Yes	Full Commercial Kitchen: 2x stoves/ovens, 1x grill, 1x warmer unit.
Refrigeration	Yes	2x large fridges in kitchen, 1x large fridge in bar (no freezers).
Microwave	Yes	In kitchen
Urn / Boiling Water Unit	Yes	Urn in back storeroom for use in kitchen
Dining facilities	Yes	Seat up to 100 (tables and chairs) Seat up to 200 (chairs only tiered seating seats)
Cutlery and Crockery	Yes	100 sets
Rooms	Yes	Upstairs: no disabled access, 3x small rooms, 1x small kitchen, 1x toilet, 1x meeting room Downstairs: Main hall, reception/bar room and foyer (doors to close each section)

RCD Protected	Yes	
Power Points	Yes	Throughout building
Generator Port	No	N/A
Fire Equipment	Yes	As per public building requirements
Air Conditioning (type)	No	N/A
Heating	Yes	Gas heaters limited
Ceiling Fans	No	N/A
Lighting (internal & external)	Yes	
Telephone Lines	No	
Mobile Phone Coverage	Yes	
Internet Access WiFi	No	
Hot Water System (type)	Yes	Gas & electric
Bins	Yes	Stored at site
Amenity Areas		
Enclosed Covered Areas	No	N/A
Outside Children's Play Area	No	
Recreation Rooms	No	
Conference Rooms	No	
Meeting Rooms	Yes	Upstairs, seats up to 20, stair access only
BBQs	No	
Oval	No	
Swimming Pool	No	
Facilities - External		
Water	Yes	Taps on most external walls of building
Parking	Yes	50 parking bays at front of centre
Area for Tents	Yes	In park opposite – limited numbers
External Toilets	Yes	
Deep Sewer/Septic	Yes	
Caravan/Articulated Vehicles	No	
Amenities for pets and animals	No	

- a. Main power board location; - **In main foyer**
- b. Water stop cock location; and – **at side of building**

7.8.3 KATANNING SALEYARDS

The Katanning Saleyards in an area with bushland to one side and open paddocks to three sides with no other close buildings. It has access through a main gate with ample parking for large vehicles, there is two exit gates if required. The facility can house large animals and stock.

Katanning Saleyards		
Address	Nyabing Road Katanning	
Telephone No	(08) 9821 9999	
Email	admin@katanning.wa.gov.au	
Julian Murphy	CEO	0427 816 443
Rod Bushell	Saleyards Manager	0417 969 371
Access Details		
Keys	Available from all of above staff	
Alarm	No	
Security	Locked main entrance gate after hours and weekends	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	Training Room – 0-25 with tables and chairs. 0-50 standing or sitting maximum Dining Room 0-80 standing or sitting with tables/chairs maximum	
Sleeping	60	
Duration	Up to 2 days	
Amenities/Facilities Internal		
Toilets/Showers	Yes	Male: 1 Shower and 3 cubicles with urinal Female: 1 Shower and 3 cubicles Universal Access toilet: Shower and toilet facilities and change table. 2 Showers and 2 toilets in Workshop (with office and small kitchen)
Laundry Facilities	No	N/A
Baby Changing Facilities	Yes	In universal access toilet
Self-contained flat	Yes	Available for use if not being used as accommodation by Shire staff.
Kitchen facilities	Yes	Full Commercial Kitchen: Industrial Gas and electric Stove, dishwasher.
Refrigeration	Yes	1 cool room and 1 fridge in kitchen also 1 in canteen area.
Microwave	Yes	In kitchen and crib room
Urn / Boiling Water Unit	Yes	Permanent urn on all the time
Dining facilities	Yes	Tables: 10 dining room 10 training area and 100 chairs.
Cutlery and Crockery	Yes	100 sets
Rooms	Yes	Individual offices are leased and are not to be used – Training Room and Dining Room, Crib Room and Workshop shower/toilet facilities only.
RCD Protected	Yes	
Power Points	Yes	Throughout building
Generator Port	No	Generator 130 kw hardwired to facility

Fire Equipment	Yes	As per public building requirements
Air Conditioning (type)	Yes	Dining Room, training room and crib room.
Heating	Yes	Air conditioning
Ceiling Fans	No	N/A
Lighting (internal & external)	Yes	
Telephone Lines	Yes	
Mobile Phone Coverage	Yes	
Internet Access WiFi	Yes	
Hot Water System (type)	Yes	Gas
Bins	Yes	Stored at site
Amenity Areas		
Enclosed Covered Areas	No	N/A
Outside Children's Play Area	No	
Recreation Rooms	No	
Conference Rooms	No	
Meeting Rooms	No	
BBQs	No	
Oval	No	
Swimming Pool	No	
Facilities - External		
Water	Yes	Taps on external walls of building
Parking	Yes	Ample parking and for large vehicles.
Area for Tents	No	
External Toilets	No	
Deep Sewer/Septic	Yes	
Caravan/Articulated Vehicles	No	
Amenities for pets and animals	Yes	Large animals and stock i.e. horses, cattle, sheep and Alpacas. Not general house pets such as cats and dogs.

- a. Main power board location; - Just to left of the entrance gate.
- b. Water stop cock location; Water control is pump shed, just west of main office building, contact Saleyard manager or CEO if any action is needed to be taken regarding water to the facility.

7.8.4 WOODANILLING RECREATION CENTRE

The Woodanilling Recreation Centre is located on high ground, but there is an area of bush to the east of the building. It has good access with multiple gates to ovals.

Woodanilling Recreation Centre		
Address	Yairabin Street, Woodanilling	
Telephone No:	Via Shire (08) 9823 1506	
Stephen Gash	CEO	(08) 9823 1505 0427 097 364
Sue Dowson	DCEO	0424 704 812
Access Details		
Keys	Available from above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	300	
Sleeping	100	
Duration	3 - 5 days	
Amenities/Facilities		
Toilets/showers	Yes	Male, female & universal access
Laundry Facilities	No	
Baby Changing Facilities	Yes	
Kitchen facilities	Yes	Gas cooktop
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	As per public building requirements
Air Conditioning	Yes	Pavilion area only
Heating	Yes	Pavilion area only
Ceiling Fans	No	
Lighting (internal & external)	Yes	
Telephone Lines	No	
Mobile Phone Coverage	Yes	May be patchy
Internet Access	No	
Hot Water System	Yes	Electric
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	Yes	
Outside Children's Play Area	Yes	
BBQs	Yes	
Swimming Pool	No	

Oval	Yes	
Rooms	Yes	Pavilion, kitchen, store, basketball court.
Amenities/Facilities - External		
Power Outlets	Yes	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	
External Toilets	Yes	
Deep Sewer/Septic	Yes	
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	?	Owners will need to restrain animals

- a. Main power board location; - **front of building**
- b. Water stop cock location; and – intersection of driveway and road

7.8.5 WOODANILLING TOWN HALL

The Woodanilling is built on high ground and is in a cleared area. It has good access.

Woodanilling Town Hall		
Address	Robinson Road, Woodanilling	
Telephone No:	Via Shire (08) 9823 1506	
Stephen Gash	CEO	(08) 9823 1505 0427 097 364
Sue Dowson	DCEO	0424 704 812
Access Details		
Keys	Available from all of above staff	
Alarm	No	
Security	Code entry	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	200	
Sleeping	75	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/showers	Yes	Male, female & universal access toilets only. No showers.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Gas cooktop
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	
Cutlery and Crockery	Yes	
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	No	
Heating	Yes	Gas wall heater
Ceiling Fans	Yes	
Lighting (internal & external)	Yes	
Telephone Lines	No	Adjoins shire office
Mobile Phone Coverage	No	Limited
Internet Access	No	
Hot Water System	Yes	Electric
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	No	
Outside Children's Play Area	Yes	
Recreation Room	No	
BBQs	No	
Swimming Pool	No	

10.3.1

Oval	No	
Rooms	No	Hall area only
Amenities/Facilities - External		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	?	Owners would need to restrain animals

- a) Main power board location; - **Near front door**
- b) Water stop cock location; and – **on verge at front of building**

7.8.6 NYABING TOWN HALL

The Nyabing Town Hall is located in the centre of Nyabing on high ground, in a built-up area. It has good access and ample parking in car park across the road.

It is located close to the Shire Office, shop and Nyabing Community Hub (for food and accommodation).

Nyabing Town Hall		
Address	Richmond Street, Nyabing	
Telephone No:	Via Shire (08) 9829 1051	
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from Shire	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	200 (20 under Covid regulations)	
Sleeping	100	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/Showers	Yes	Male, female & universal access toilets only. No showers.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Well equipped kitchen. Stove
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	Limited crockery available
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	No	
Heating	Yes	
Ceiling Fans	No	
Lighting (internal & external)	Yes	No generator backup so will not work in power outage
Telephone Lines	No	
Mobile Phone Coverage	Yes	
Internet Access	No	No WIFI
Hot Water System	Yes	
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	No	

10.3.1

Outside Children's Play Area	No	
Recreation Room	No	
BBQs	No	
Swimming Pool	No	
Oval	No	
Rooms	Yes	Large hall area with stage. Separate room suitable for meetings at the rear of building. Four small rooms at the front of the building, currently used for playgroup could be utilized as quiet areas or to separate persons with Covid symptoms.
Amenities/Facilities - External		
Power Outlets	No	No generator hook up.
Water	Yes	
Parking	Yes	Across the road.
Area for Tents	No	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	No	Parking area for caravans possible across the road.
Amenities for pets and animals	No	

- a) Main power board location - **near front door**
- b) Water stop cock location – **on verge at front of building**

7.8.7 NYABING PAVILION

The Nyabing Pavilion is located south of the Nyabing town site on high ground that would not be subject to flooding. The main building is separated by approximately 200 metres of oval from bushland to the south. The oval provides ample space for caravans and campers.

The Pavilion is adjacent to the Nyabing Caravan Park that provides additional facilities including a camp kitchen and additional showers and toilets.

The tennis courts may provide a facility for keeping dogs enclosed, but shade would be an issue.

Nyabing Pavilion		
Address	Nyabing South Road, Nyabing	
Telephone No:	Via Shire (08) 9829 1051	
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Gary Mathewson	Works Manager	0429 993 987
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from Shire	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	150 (75 under Covid 19 restrictions)	
Sleeping	60	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/Showers	Yes	Male, female & universal access showers and toilets.
Laundry Facilities	Yes	Coin operated washing machine and dryer.
Baby Changing Facilities	No	
Kitchen facilities	Yes	Commercial kitchen and adjacent Camp Kitchen
Refrigeration	Yes	Freezers, fridge and walk-in cool room
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	No generator backup so will not work in power outage
Fire Equipment	Yes	
Air Conditioning	Yes	
Heating	Yes	
Ceiling Fans	Yes	
Lighting (internal & external)	Yes	
Telephone Lines	Yes	
Mobile Phone Coverage	Yes	
Internet Access	No	WIFI not installed
Hot Water System	Yes	
Bins	Yes	

Amenity Areas		
Enclosed Covered Areas	No	Undercover area near BBQ
Outside Children's Play Area	Yes	
Recreation Room	No	
Conference Room	No	1 room only
BBQs	Yes	
Swimming Pool	No	
Oval	Yes	
Amenities/Facilities - External		
Power Outlets	Yes	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	On oval
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	Yes	Owners will need to restrain animals

- a. Main power board location - **at front of building**
- b. Water stop cock location; and – **at front of building**

7.8.8 PINGRUP TOWN HALL

The Pingrup Town Hall is located in the Pingrup town site. It is not flood prone and is not located near bush land. It has good access and parking space.

Pingrup Town Hall		
Address	Pingrup – Lake Grace Road, Pingrup	
Telephone No:	9820 1101 – Telecentre in adjoining building	
Fax No:	9820 1102 - Telecentre in adjoining building	
Email:	pingruptele@wn.com.au	
Jenny Rice	Key holder	(08) 9820 1057
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Gary Mathewson	Works Manager	0429 993 987
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	200	
Sleeping	100	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/Showers	Yes	Male, female & universal access showers and toilets.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Stove
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
Rooms	No	Single area only
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	Yes	
Heating	No	
Ceiling Fans	No	
Lighting (internal & external)	Yes	No generator backup so will not work in power outage
Telephone Lines	Yes	In CRC
Mobile Phone Coverage	Yes	
Internet Access	No	In CRC
Hot Water System	Yes	
Bins	Yes	

Amenity Areas		
Enclosed Covered Areas	No	
Outside Children's Play Area	No	
Recreation Room	No	
Conference Room	Yes	Available at CRC
BBQs	No	
Swimming Pool	No	
Oval	No	
Amenities/Facilities - External		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	No	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	No	

- c. Main power board location - **at front of building**
- d. Water stop cock location; and – **at front of building**

7.8.9 PINGRUP RECREATION CENTRE

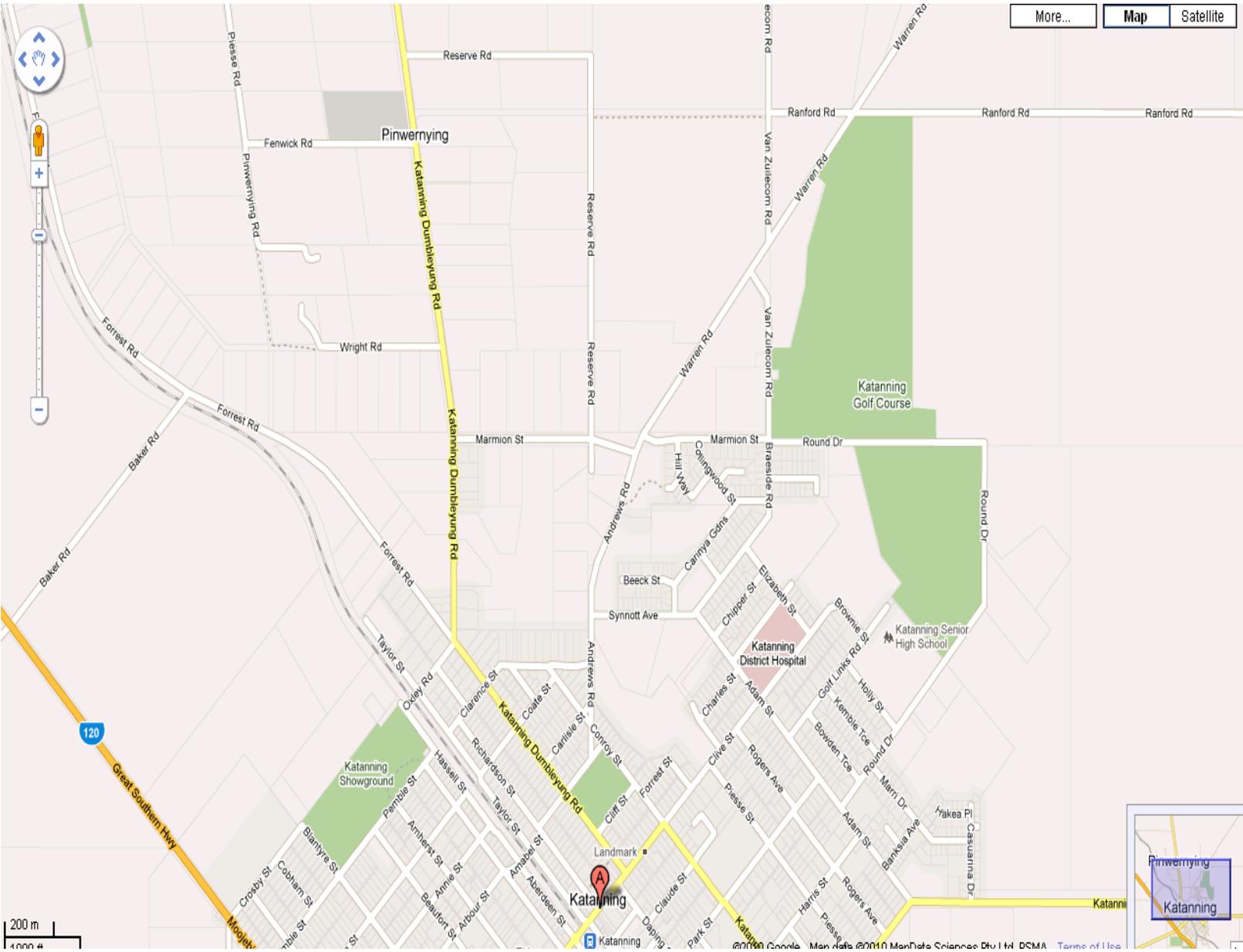
Pingrup Recreation Centre		
Address	Gaby Street, Pingrup	
Telephone No:	Nil	
Lorain Jolly	Key holder	(08) 9820 1038
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Gary Mathewson	Works Manager	0429 993 987
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	80	
Sleeping	30	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/showers	Yes	Male, female showers and toilets.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Stove
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
Rooms	No	Single area only
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	No	
Heating	Yes	
Ceiling Fans	No	
Lighting (internal & external)	Yes	
Telephone Lines	No	
Mobile Phone Coverage	Yes	
Internet Access	No	
Hot Water System	Yes	
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	Yes	
Outside Children's Play Area	Yes	
Recreation Room	No	
Conference Room	No	
BBQs	No	

Swimming Pool	No	
Oval	Yes	
Amenities/Facilities - External		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	No	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	Yes	Owners will need to restrain animals.

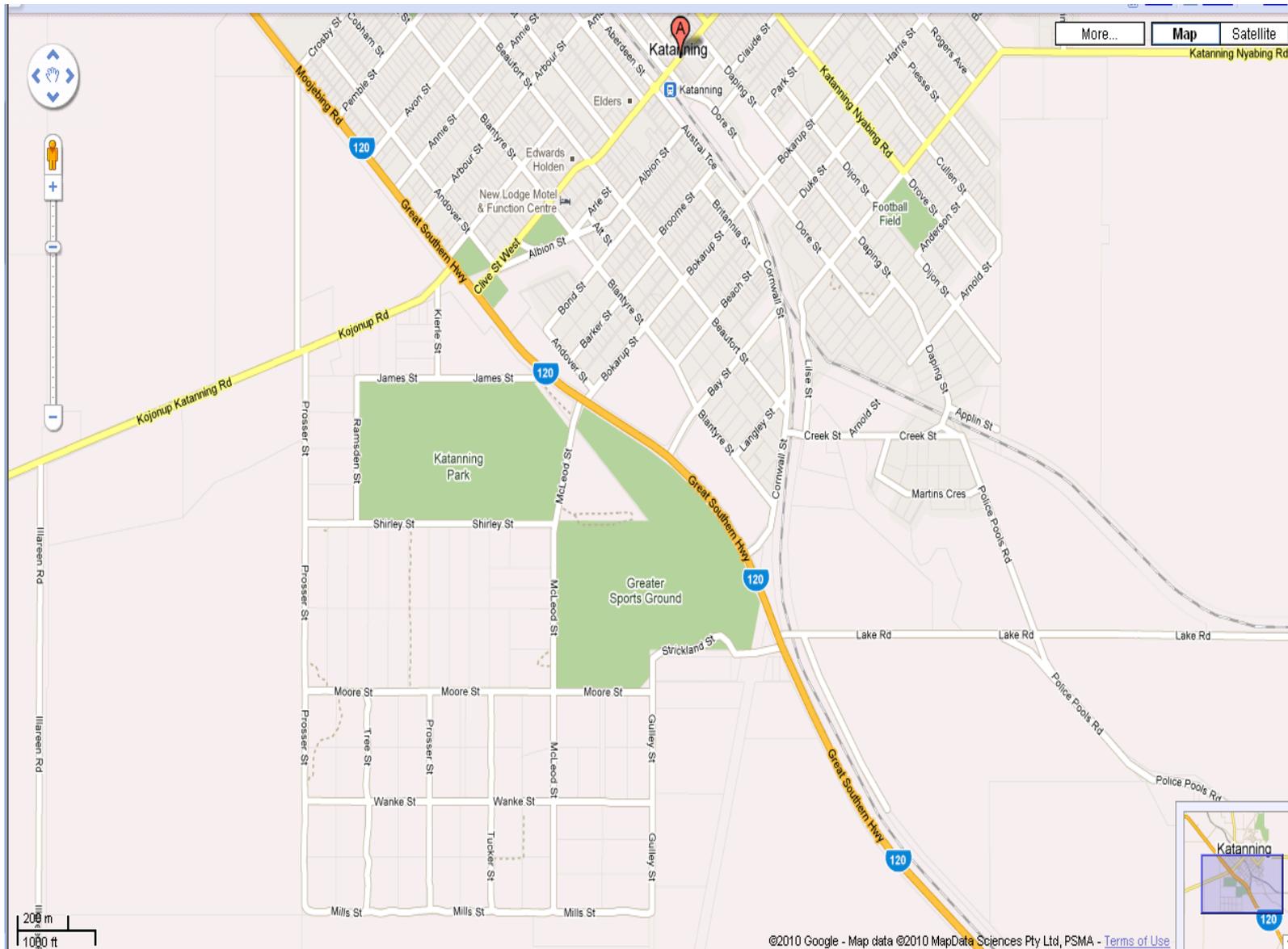
- e. Main power board location - **at front of building**
- f. Water stop cock location; and – **at front of building**

7.9 MAPS OF DISTRICT

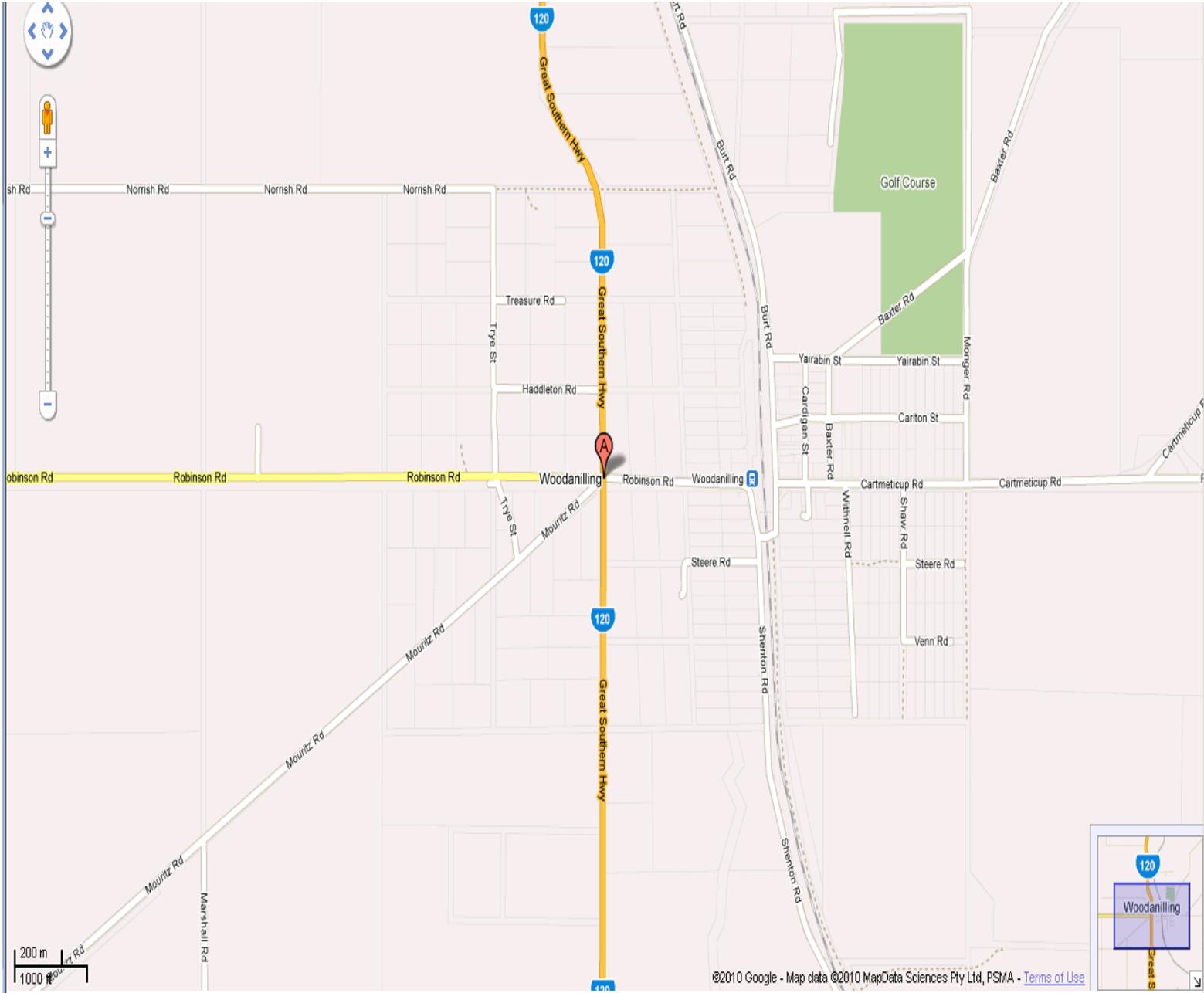
7.9.1 KATANNING NORTH SECTION



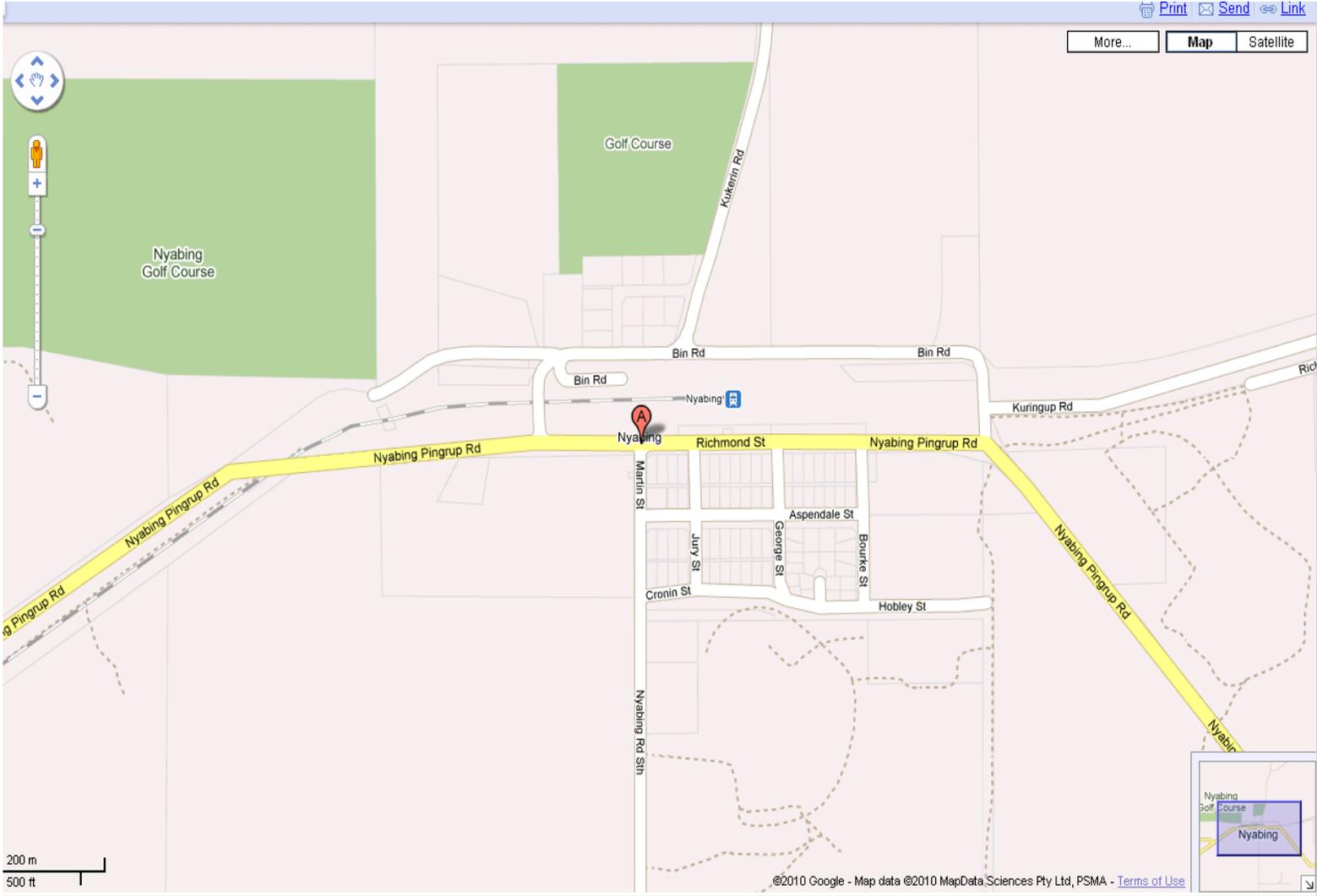
SHIRES OF KATANNING, WOODANILLING AND KENT
LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS



7.9.3 WOODANILLING



7.9.4 NYABING



Refer to Census figures online or paper copy available at the Shire Office and Committee LEMC Files.

**Katanning, Woodanilling & Kent
Community Demographics Profile**

KATANNING RISK ANALYSIS – 29 May 2019
RISK TREATMENT SCHEDULE & PLAN (Extract of Extreme and High level risks)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
25	Deaths	Fire	People	Extreme	1	Treat (Recommended action)
121	Deaths.	Storm	People	Extreme	1	Treat (Recommended action)
201	Potential oversupply of meat to domestic markets due to collapsed trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
202	Decrease in market price to producers (converse cheaper product for consumer)	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
207	Properties quarantined	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
208	Immediate livestock standstill – no stock movements = no trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
209	Transport industry halted during standstill and slow to recover due to lower domestic consumption and non-existent	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
203	Mythical fear by consumers of consuming local meat products, leading to reduced red meat consumption (including pork)	Animal or plant: pests or diseases	Economy	High	2	Treat (Recommended action)
211	Increase in (Mental) health care demands at a time of economic down	Animal or plant: pests or diseases	Public Administration	High	2	Treat (Recommended action)
221	Mental health issues: depression and other psychological problems	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
222	Substance abuse and physical health problems: insomnia to increased rates of heart attacks and strokes.	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
223	Psychological issues can take significant time to resolve	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
224	Stress of social conflict with peers (blame game)	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
13	Damage to communication infrastructure	Fire	Public Administration	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
14	Loss of power and communications to isolated areas	Fire	Public Administration	Extreme	2	Treat (Recommended action)
15	Strain on water resources	Fire	Public Administration	Extreme	2	Treat (Recommended action)
18	Damage to power grid infrastructure	Fire	Public Administration	Extreme	2	Treat (Recommended action)
6	Building-private and commercial - damage or destroyed	Fire	Economy	High	2	Treat (Recommended action)
7	Bridges and roads - damaged or destroyed	Fire	Economy	High	2	Treat (Recommended action)
9	Damage to fencing, sheds and farm equipment.	Fire	Economy	High	2	Treat (Recommended action)
16	Over use of volunteer fire brigade and degrading of equipment due to over	Fire	Public Administration	High	2	Treat (Recommended action)
17	Surge on WA health services (including remote health services) from poor air quality and respiratory ailments.	Fire	Public Administration	High	2	Treat (Recommended action)
24	Physical Injuries	Fire	People	High	2	Treat (Recommended action)
27	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) to be	Fire	People	High	2	Treat (Recommended action)
35	Trauma from life threatening event	Fire	Social Setting	High	2	Treat (Recommended action)
37	Impacts of losing loved ones	Fire	Social Setting	High	2	Treat (Recommended action)
53	Recovery costs of infrastructure	Flood	Economy	High	2	Treat (Recommended action)
57	Bridges and roads - damaged or destroyed	Flood	Economy	High	2	Treat (Recommended action)
71	Deaths.	Flood	People	High	2	Treat (Recommended action)
72	Injuries	Flood	People	High	2	Treat (Recommended action)
164	Loss of power and communications	Heatwave	Public Administration	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
173	Injuries and disease (heatstroke, burns etc).	Heatwave	People	Extreme	2	Treat (Recommended action)
174	Possible Deaths from heatstroke.	Heatwave	People	Extreme	2	Treat (Recommended action)
155	Recovery costs of infrastructure	Heatwave	Economy	High	2	Treat (Recommended action)
161	Disruption to the provision of public services	Heatwave	Public Administration	High	2	Treat (Recommended action)
179	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) usage	Heatwave	People	High	2	Treat (Recommended action)
106	Building-private and commercial - damage or destroyed	Storm	Economy	Extreme	2	Treat (Recommended action)
108	Essential services (power, water & communication	Storm	Economy	Extreme	2	Treat (Recommended action)
113	Damage to infrastructure	Storm	Public Administration	Extreme	2	Treat (Recommended action)
114	Loss of power and communications	Storm	Public Administration	Extreme	2	Treat (Recommended action)
122	Injuries	Storm	People	Extreme	2	Treat (Recommended action)
123	Loss of property	Storm	People	Extreme	2	Treat (Recommended action)
128	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) overwhelmed.	Storm	People	Extreme	2	Treat (Recommended action)
101	Loss of industry operations for a time	Storm	Economy	High	2	Treat (Recommended action)
102	Loss of income or incurred expenses	Storm	Economy	High	2	Treat (Recommended action)
103	Recovery costs of infrastructure	Storm	Economy	High	2	Treat (Recommended action)
105	Loss of pasture lands.	Storm	Economy	High	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
107	Bridges and roads - damaged or destroyed	Storm	Economy	High	2	Treat (Recommended action)
109	Damage to fencing, sheds and farm equipment.	Storm	Economy	High	2	Treat (Recommended action)
111	Disruption to the provision of public services	Storm	Public Administration	High	2	Treat (Recommended action)
115	Immediate impact on aviation infrastructure at Katanning Airport, impacting the ability to maintain core services such as RFDS.	Storm	Public Administration	High	2	Treat (Recommended action)
124	Loss of income	Storm	People	High	2	Treat (Recommended action)
129	Health of people effected due to contaminated water and trauma from flying or falling objects.	Storm	People	High	2	Treat (Recommended action)
137	Impacts of losing loved ones	Storm	Social Setting	High	2	Treat (Recommended action)
253	Building-private and commercial - damage or destroyed	Earthquake	Economy	High	3	Treat (Recommended action)
267	Homelessness	Earthquake	People	High	3	Treat (Recommended action)
268	Crime (looting)	Earthquake	People	High	3	Treat (Recommended action)
269	Unemployment and income loss	Earthquake	People	High	3	Treat (Recommended action)
292	Contamination of waterways with debris & pollutants (such as raw sewage and fuel from ruptures tanks)	Earthquake	Environment	High	3	Treat (Recommended action)
8	Essential services (power, water & communication disrupted)	Fire	Economy	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
10	Damage to communication and power grid landlines	Fire	Economy	High	3	Treat (Recommended action)
51	Loss of industry operations for a time	Flood	Economy	High	3	Treat (Recommended action)
52	Loss of income or incurred expenses	Flood	Economy	High	3	Treat (Recommended action)
55	Destruction of arable land	Flood	Economy	High	3	Treat (Recommended action)
56	Building-private and commercial - damage or destroyed	Flood	Economy	High	3	Treat (Recommended action)
58	Essential services (power, water & communication)	Flood	Economy	High	3	Treat (Recommended action)
63	Damage to road and bridge infrastructure	Flood	Public Administration	High	3	Treat (Recommended action)
66	Immediate impact potable water systems such as tanks and pipes.	Flood	Public Administration	High	3	Treat (Recommended action)
67	Immediate impact on aviation infrastructure at Katanning Airport, impacting the ability to	Flood	Public Administration	High	3	Treat (Recommended action)
96	Contamination of waterways with debris & pollutants (such as raw sewage and fuel)	Flood	Environment	High	3	Treat (Recommended action)
97	Increase in the spread of animal and plant pests due to loss/and or delayed control	Flood	Environment	High	3	Treat (Recommended action)
98	Damage to flood control systems resulting in soil erosion in flood plains and river catchment	Flood	Environment	High	3	Treat (Recommended action)
247	Immediate loss of regional Productivity	Earthquake	Economy	High	4	Treat (Recommended action)
249	Recovery costs of infrastructure	Earthquake	Economy	High	4	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
250	Loss of Transportation of goods	Earthquake	Economy	High	4	Treat (Recommended action)
254	Bridges and roads – damaged or destroyed	Earthquake	Economy	High	4	Treat (Recommended action)
255	Essential services (power, water & communication)	Earthquake	Economy	High	4	Treat (Recommended action)
270	Physical Injuries & psychological trauma.	Earthquake	People	High	4	Treat (Recommended action)
271	Deaths	Earthquake	People	High	4	Treat (Recommended action)
272	Health services overwhelmed, resulting in further deaths directly attributable to the hazard event.	Earthquake	People	High	4	Treat (Recommended action)
273	Emergency services (including ambulance and medical transport services such as RFDSWA) to be overwhelmed.	Earthquake	People	High	4	Treat (Recommended action)

WOODANILLING RISK ANALYSIS – May 2019
RISK TREATMENT SCHEDULE & PLAN (Extract of Extreme and High level risks)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
101	Loss of industry operations for a time	Storm	Economy	Extreme	2	Treat (Recommended action)
102	Loss of income or incurred expenses	Storm	Economy	Extreme	2	Treat (Recommended action)
103	Recovery costs of infrastructure	Storm	Economy	Extreme	2	Treat (Recommended action)
104	Indirect financial losses	Storm	Economy	Extreme	2	Treat (Recommended action)
106	Building-private and commercial - damage or destroyed	Storm	Economy	Extreme	2	Treat (Recommended action)
108	Essential services (power, water & communication disrupted)	Storm	Economy	Extreme	2	Treat (Recommended action)
109	Damage to fencing, sheds and farm equipment.	Storm	Economy	Extreme	2	Treat (Recommended action)
114	Loss of power and communications	Storm	Public Administration	Extreme	2	Treat (Recommended action)
117	Immediate impact potable water systems such as tanks and pipes.	Storm	Public Administration	Extreme	2	Treat (Recommended action)
118	Over use of volunteer fire brigade and degrading of equipment due to over use.	Storm	Public Administration	Extreme	2	Treat (Recommended action)
119	High logistical load for clean-up and road clearing crews.	Storm	Public Administration	Extreme	2	Treat (Recommended action)
121	Deaths.	Storm	People	Extreme	2	Treat (Recommended action)
122	Injuries	Storm	People	Extreme	2	Treat (Recommended action)
123	Loss of property	Storm	People	Extreme	2	Treat (Recommended action)
124	Loss of income	Storm	People	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
135	Trauma from life threatening event	Storm	Social Setting	Extreme	2	Treat (Recommended action)
137	Impacts of losing loved ones	Storm	Social Setting	Extreme	2	Treat (Recommended action)
138	Damage to businesses causing loss of employment and income	Storm	Social Setting	Extreme	2	Treat (Recommended action)
139	Disrupted Education	Storm	Social Setting	Extreme	1	Treat (Recommended action)
140	Loss of Social meeting places	Storm	Social Setting	Extreme	2	Treat (Recommended action)
146	Contamination of waterways with pollutants and debris	Storm	Environment	Extreme	2	Treat (Recommended action)
166	Strain of water resources and infrastructure	Heatwave	Public Administration	Extreme	2	Treat (Recommended action)
167	Higher power utilisation due to air-conditioning.	Heatwave	Public Administration	Extreme	2	Treat (Recommended action)
171	Discomfort.	Heatwave	People	Extreme	2	Treat (Recommended action)
172	Possible Deaths.	Heatwave	People	Extreme	2	Treat (Recommended action)
174	Injuries from heat induced diseases (heatstroke, burns etc).	Heatwave	People	Extreme	2	Treat (Recommended action)
179	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) usage increases.	Heatwave	People	Extreme	2	Treat (Recommended action)
189	Impacts of losing loved ones (particularly the very young & very old)	Heatwave	Social Setting	Extreme	2	Treat (Recommended action)
191	Raising of fire risk	Heatwave	Environment	Extreme	2	Treat (Recommended action)
201	Potential oversupply of meat to domestic markets due to collapsed trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
202	Decrease in market price to producers (converse cheaper product for consumer)	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
206	Properties quarantined	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
207	Immediate livestock standstill – no stock movements = no trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
208	Transport industry halted during Standstill and are slow to recover due to lower domestic consumption and non-existent exports.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
1	Loss of industry operations for a time	Fire	Economy	High	3	Treat (Recommended action)
2	Loss of income or incurred expenses	Fire	Economy	High	3	Treat (Recommended action)
3	Recovery costs of infrastructure	Fire	Economy	High	3	Treat (Recommended action)
4	Indirect financial losses	Fire	Economy	High	3	Treat (Recommended action)
6	Building-private and commercial - damage or destroyed	Fire	Economy	High	3	Treat (Recommended action)
8	Essential services (power, water & communication disrupted)	Fire	Economy	High	3	Treat (Recommended action)
38	Damage to businesses causing loss of employment and income	Fire	Social Setting	High	2	Treat (Recommended action)
51	Loss of industry operations for a time	Flood	Economy	High	3	Treat (Recommended action)
52	Loss of income or incurred expenses	Flood	Economy	High	3	Treat (Recommended action)
53	Recovery costs of infrastructure	Flood	Economy	High	3	Treat (Recommended action)
54	Loss of Transportation of goods	Flood	Economy	High	3	Treat (Recommended action)
56	Indirect financial losses	Flood	Economy	High	3	Treat (Recommended action)
57	Building-private and commercial - damage or destroyed	Flood	Economy	High	3	Treat (Recommended action)
58	Bridges and roads – damaged or destroyed	Flood	Economy	High	3	Treat (Recommended action)
61	Disruption to the provision of public services	Flood	Public Administration	High	3	Treat (Recommended action)
62	Loss of staff	Flood	Public Administration	High	3	Treat (Recommended action)
63	Damage to road and bridge infrastructure	Flood	Public Administration	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
208	Transport industry halted during Standstill and are slow to recover due to lower domestic consumption and non-existent exports.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
1	Loss of industry operations for a time	Fire	Economy	High	3	Treat (Recommended action)
2	Loss of income or incurred expenses	Fire	Economy	High	3	Treat (Recommended action)
3	Recovery costs of infrastructure	Fire	Economy	High	3	Treat (Recommended action)
4	Indirect financial losses	Fire	Economy	High	3	Treat (Recommended action)
6	Building-private and commercial - damage or destroyed	Fire	Economy	High	3	Treat (Recommended action)
8	Essential services (power, water & communication disrupted)	Fire	Economy	High	3	Treat (Recommended action)
38	Damage to businesses causing loss of employment and income	Fire	Social Setting	High	2	Treat (Recommended action)
51	Loss of industry operations for a time	Flood	Economy	High	3	Treat (Recommended action)
52	Loss of income or incurred expenses	Flood	Economy	High	3	Treat (Recommended action)
53	Recovery costs of infrastructure	Flood	Economy	High	3	Treat (Recommended action)
54	Loss of Transportation of goods	Flood	Economy	High	3	Treat (Recommended action)
56	Indirect financial losses	Flood	Economy	High	3	Treat (Recommended action)
57	Building-private and commercial - damage or destroyed	Flood	Economy	High	3	Treat (Recommended action)
58	Bridges and roads - damaged or destroyed	Flood	Economy	High	3	Treat (Recommended action)
61	Disruption to the provision of public services	Flood	Public Administration	High	3	Treat (Recommended action)
62	Loss of staff	Flood	Public Administration	High	3	Treat (Recommended action)
63	Damage to road and bridge infrastructure	Flood	Public Administration	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
67	Immediate impact on health infrastructure, impacting the ability to maintain ambulance services.	Flood	Public Administration	High	3	Treat (Recommended action)
69	Surge in use of public facilities including public buildings (e.g. classrooms used for evacuees), impacting their core services.	Flood	Public Administration	High	3	Treat (Recommended action)
71	Deaths.	Flood	People	High	3	Treat (Recommended action)
72	Injuries	Flood	People	High	3	Treat (Recommended action)
73	Loss of property	Flood	People	High	3	Treat (Recommended action)
74	Loss of income	Flood	People	High	3	Treat (Recommended action)
77	Psychological trauma (will it happen again?) and anxiety.	Flood	People	High	2	Treat (Recommended action)
78	Emergency services (including volunteer fire brigade, ambulance and medical transport services) are overwhelmed.	Flood	People	High	3	Treat (Recommended action)
79	Health of people effected due to contaminated water and water-borne diseases and cause serious illness.	Flood	People	High	3	Treat (Recommended action)
80	Social conflict (some prepared and build control systems, other did not)	Flood	People	High	3	Treat (Recommended action)
84	Trauma caused by experiencing a life threatening event	Flood	Social Setting	High	2	Treat (Recommended action)
85	Impacts of losing loved ones	Flood	Social Setting	High	2	Treat (Recommended action)
86	Loss of Social meeting places	Flood	Social Setting	High	3	Treat (Recommended action)
87	Disrupted Education	Flood	Social Setting	High	3	Treat (Recommended action)
88	Loss of morale	Flood	Social Setting	High	2	Treat (Recommended action)
89	Displacement	Flood	Social Setting	High	3	Treat (Recommended action)
91	Erosion of river banks	Flood	Environment	High	3	Treat (Recommended action)
92	Silting of rivers, ponds and lakes	Flood	Environment	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
96	Contamination of waterways with debris & pollutants (such as raw sewage and fuel)	Flood	Environment	High	3	Treat (Recommended action)
105	Loss of pasture lands.	Storm	Economy	High	3	Treat (Recommended action)
111	Disruption to the provision of public services	Storm	Public Administration	High	3	Treat (Recommended action)
113	Damage to infrastructure	Storm	Public Administration	High	3	Treat (Recommended action)
116	Surge on public facilities including public buildings (e.g. classrooms used for evacuees), impacting their core services.	Storm	Public Administration	High	2	Treat (Recommended action)
120	Budgeting over-spends due to resource usage and asset loss.	Storm	Public Administration	High	2	Treat (Recommended action)
126	Crime (looting)	Storm	People	High	3	Treat (Recommended action)
127	Psychological trauma (will it happen again?) and anxiety.	Storm	People	High	2	Treat (Recommended action)
128	Emergency services (including volunteer fire brigade, ambulance and medical transport services) overwhelmed.	Storm	People	High	3	Treat (Recommended action)
129	Health of people effected due to contaminated water and trauma from flying or falling objects.	Storm	People	High	3	Treat (Recommended action)
130	Social conflict (some prepared and stored food, other did not)	Storm	People	High	3	Treat (Recommended action)
131	Displacement	Storm	Social Setting	High	3	Treat (Recommended action)
132	Loss of morale	Storm	Social Setting	High	2	Treat (Recommended action)
133	Culturally important objects (i.e. Woodanilling Tavern)	Storm	Social Setting	High	2	Treat (Recommended action)
141	Damage from hail impacts	Storm	Environment	High	2	Treat (Recommended action)
144	Uprooting of old growth trees	Storm	Environment	High	2	Treat (Recommended action)
147	Parks leisure and tourist attractiveness reduced	Storm	Environment	High	3	Treat (Recommended action)
152	Loss of productivity due to heat induced fatigue	Heatwave	Economy	High	2	Treat (Recommended action)
155	Recovery costs of infrastructure	Heatwave	Economy	High	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
156	Indirect financial losses	Heatwave	Economy	High	3	Treat (Recommended action)
161	Disruption to the provision of public services	Heatwave	Public Administration	High	3	Treat (Recommended action)
164	Loss of power and communications	Heatwave	Public Administration	High	3	Treat (Recommended action)
168	Liquefaction of tar on roads requiring repair	Heatwave	Public Administration	High	2	Treat (Recommended action)
169	Bushfire Alert status requiring resources to remaining on extreme.	Heatwave	Public Administration	High	3	Treat (Recommended action)
187	Disrupted Education	Heatwave	Social Setting	High	3	Treat (Recommended action)
200	Increase in topsoil blow-off due to dryness and increased dust storms	Heatwave	Environment	High	2	Treat (Recommended action)
203	Mythical fear by consumers of consuming local meat products, leading to reduced red meat consumption (including pork)	Animal or plant: pests or diseases	Economy	High	2	Treat (Recommended action)
211	Increase in (Mental) health care demands at a time of economic down turn.	Animal or plant: pests or diseases	Public Administration	High	2	Treat (Recommended action)
221	Mental health issues: depression and other psychological problems	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
222	Substance abuse and physical health problems: insomnia to increased rates of heart attacks and strokes.	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
223	Psychological issues can take significant time to resolve	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
224	Stress of social conflict with peers (blame game)	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
235	Exponential "Ghost Town" effect.	Animal or plant: pests or diseases	Social Setting	High	3	Treat (Recommended action)
247	Loss of industry infrastructure & operations for a time	Earthquake	Economy	High	3	Treat (Recommended action)
248	Loss of income or incurred expenses	Earthquake	Economy	High	3	Treat (Recommended action)
249	Recovery costs of infrastructure	Earthquake	Economy	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
250	Loss of Transportation of goods	Earthquake	Economy	High	3	Treat (Recommended action)
253	Building-private and commercial - damage or destroyed	Earthquake	Economy	High	3	Treat (Recommended action)
254	Bridges and roads - damaged or destroyed	Earthquake	Economy	High	3	Treat (Recommended action)
258	Immediate impact potable water systems such as tanks and pipes.	Earthquake	Public Administration	High	3	Treat (Recommended action)
260	Damage to infrastructure	Earthquake	Public Administration	High	3	Treat (Recommended action)
264	Loss of power and associated infrastructure	Earthquake	Public Administration	High	3	Treat (Recommended action)
270	Physical Injuries & psychological trauma.	Earthquake	People	High	3	Treat (Recommended action)
271	Deaths	Earthquake	People	High	3	Treat (Recommended action)
273	Emergency services (including ambulance) overwhelmed.	Earthquake	People	High	3	Treat (Recommended action)
278	Loss culturally important objects (i.e. Woodanilling Tavern))	Earthquake	Social Setting	High	3	Treat (Recommended action)
287	Effects of surface faulting, soil liquefactions, ground resonance, landslides and ground failure	Earthquake	Environment	High	3	Treat (Recommended action)

7.14 GENERAL ACRONYMS

CEO	Chief Executive Officer
COMMUNITIES	Department of Communities
DBCA	Department of Biodiversity, Conservation and Attractions
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DPIRD	Department of Primary Industries and Regional Development
ECC	Emergency Coordination Centre
EM	Emergency Management
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures

7.15 GLOSSARY OF TERMS

For additional information regarding the Glossary of Terms, refer to the Emergency Management Western Australia Glossary 2009

AUSTRALASIAN INTERSERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS):

A nationally adopted structure to formalize a coordinated approach to emergency incident management.

AIIMS STRUCTURE:

The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure with responsibility for the management of allocated resources to effectively accomplish stated objectives relating to an incident (AIIMS)

BFB:

Bush Fire Brigade – established by a local government under the Bush Fires Act 1954.

COMBAT:

Take steps to eliminate or reduce the effects of a hazard on the community.

COMBAT AGENCY:

A combat agency prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

COMMUNITY EMERGENCY RISK MANAGEMENT:

See RISK MANAGEMENT.

COMPREHENSIVE APPROACH:

The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. *Syn.* 'disaster cycle', 'disaster phases' and 'PPRR'

COMMAND:

The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. See *also* **COMMAND and COORDINATION**.

CONTROL:

The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations. See *also* **COMMAND and COORDINATION**.

COORDINATION:

The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. See *also* **CONTROL and COMMAND**.

DFES:

Department for Fire & Emergency Services.

DISTRICT:

Means the municipalities of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent.

EMERGENCY:

An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

EMERGENCY MANAGEMENT:

The management of the adverse effects of an emergency including:

PREVENTION –

The mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.

PREPAREDNESS –

Preparation for response to an emergency

RESPONSE –

The combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery; and

RECOVERY –

The support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

EMERGENCY MANAGEMENT AGENCY:

A hazard management agency (HMA), Control Agency a Combat Agency or a Support Organisation.

EMERGENCY RISK MANAGEMENT:

A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.

HAZARD:

cyclone, earthquake, flood, storm, tsunami or other natural event

- a fire
- a road, rail or air crash
- a plague or an epidemic
- a terrorist act as defined in The Criminal Code section 100.1 set out in the Schedule to the Criminal Code Act 1995 of the Commonwealth
- any other event, situation or condition that is capable of causing or resulting in
- loss of life, prejudice to the safety or harm to the health of persons or animals or
- destruction of, or damage to, property or any part of the environment, and is prescribed by the regulations

HAZARD MANAGEMENT AGENCY (HMA):

A public authority or other person, prescribed by regulations because of that agency's functions under any written law or because of its specialized knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.

INCIDENT:

An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies.

A sudden event: which but for mitigating circumstances, could have resulted in an accident.

An emergency event: or series of events which requires a response from one or more of the statutory response agencies.

INCIDENT AREA (IA):

The area defined by the Incident Controller for which they have responsibility for the overall management and control of an incident.

INCIDENT CONTROLLER:

The person appointed by the Hazard Management Agency for the overall management of an incident within a designated incident area

INCIDENT MANAGEMENT TEAM (IMT):

A group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning and logistics. The team headed by the incident controller which is responsible for the overall control of the incident.

INCIDENT SUPPORT GROUP (ISG):

A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

LG:

Local Government – means the Shire of Katanning, Shire of Woodanilling, Shire of Kent & Shire of Katanning, Shire of Woodanilling, Shire of Kent Councils.

LIFELINES:

The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services, on which, the well-being of the community depends.

LOCAL EMERGENCY COORDINATOR (LEC):

That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during *Incidents* and *Operations*.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC):

Based on either local government boundaries or emergency management sub-districts. Chaired by the Shire President/Mayor (or a delegated person) with the Local Emergency Coordinator, whose jurisdiction covers the local government area concerned, as the Deputy Chair! Executive support should be provided by the Local Governments.

MUNICIPALITY:

Means the district of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent.

OPERATIONS:

The direction, supervision and implementation of tactics in accordance with the Incident Action Plan. See **also EMERGENCY OPERATION**.

OPERATIONAL AREA (OA):

The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

PREVENTION:

Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. See **also COMPREHENSIVE APPROACH**.

PREPAREDNESS:

Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure

that: should an emergency occur, communities, resources and services are capable of coping with the effects. *See also* **COMPREHENSIVE APPROACH**.

RESPONSE:

Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support.

Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. *See also* **COMPREHENSIVE APPROACH**.

RECOVERY:

The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.

RISK:

A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.

A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.

Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability

RISK MANAGEMENT:

The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

RISK REGISTER:

A register of the risks within the local government, identified through the Community Emergency Risk Management process.

RISK STATEMENT:

A statement identifying the hazard, element at risk and source of risk.

SUPPORT ORGANISATION:

A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

TELECOMMUNICATIONS:

The transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.

TREATMENT OPTIONS:

A range of options identified through the emergency risk management process, to select appropriate strategies' which minimise the potential harm to the community.

VFRS:

Volunteer Fire & Rescue Service.

VMR:

Volunteer Marine Rescue.

VULNERABILITY:

The degree of susceptibility and resilience of the community and environment to hazards. *The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

WELFARE CENTRE:

Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.



Shire of
Katanning
Heart of the Great Southern

Code of Conduct for Council Members, Committee Members and Candidates

April 2021



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Shire of Katanning Code of Conduct for Council Members, Committee Members and Candidates

Policy Purpose:

This Policy is adopted in accordance with section 5.104 of the *Local Government Act 1995*.

Division 1 — Preliminary provisions

1. Citation

This is the Shire of Katanning Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the Local Government Act 1995;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and

- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —

- (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
- (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
- (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
- (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.

- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

- (2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
- (c) act in an abusive or threatening manner towards a local government employee.

- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
- (b) use an offensive or objectionable expression when referring to a local government employee.

- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

- (1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —
 - interest*** —
 - (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —

- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

Resolution No: Ordinary Council OC../21

Resolution Date:

Amended:

Source: Governance

Date of review:

Review

Responsibility: Chief Executive Officer



Strategic Directions

(2021 – 2024)

Draft, February 2021

The Strategic Directions (2021 – 2024) of the Southern Link Voluntary Regional Organisation of Councils (VROC) is the framework for the excellent working relationship that has developed between six Local Government Authorities in the Great Southern region of Western Australia.

In the first Strategic Directions (2015 – 2020), the Councils spent time working out the basis of the VROC approach and focused on priorities such as the provision of aged housing and independent living facilities, the development of regional records archiving, water recycling and regional road initiatives.

The current plan is now based on the value and benefits to be achieved from an expanded sub-regional group as a result of agreement in principle on the additional participation of the Shire of Gnowangerup and the Shire of Katanning. The focus is on building advocacy strength as a significant sub-regional bloc.

We commend these Strategic Directions to you to guide regional collaboration.



Shire President



Shire President



Shire President



Shire President



Shire President



Shire President



PROFILE

6 SHIRES

Voluntary Regional Organisation of Councils

- Kojonup
- Broomehill-Tambellup
- Katanning
- Gnowangerup
- Cranbrook
- Plantagenet

Supported by an Executive Officer

KOJONUP

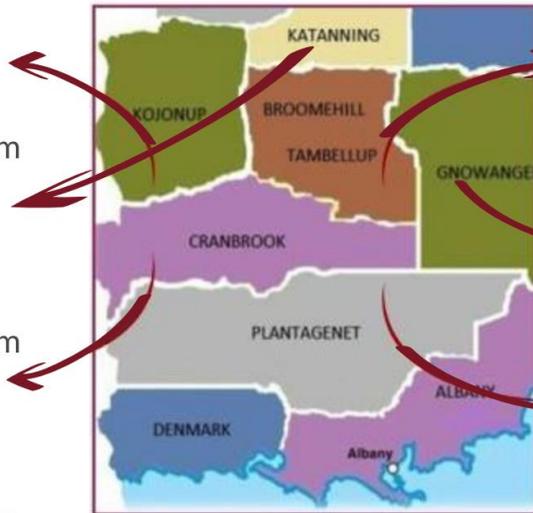
- 1,985 people
- 2,932 sq km
- 0.7 people / sq km

KATANNING

- 4,151 people
- 1,518 sq km
- 2.7 people / sq km

CRANBROOK

- 1,089 people
- 3,277 sq km
- 0.3 people / sq km



BROOMEHILL-TAMBELLUP

- 1,144 people
- 2,609 sq km
- 0.4 people / sq km

GNOWANGERUP

- 1,215 people
- 4,268 sq km
- 0.3 people / sq km

PLANTAGENET

- 5,079 people
- 4,792 sq km
- 1.1 people / sq km



GREAT SOUTHERN

67% of its visitors come from the UK, Germany, other European countries and New Zealand

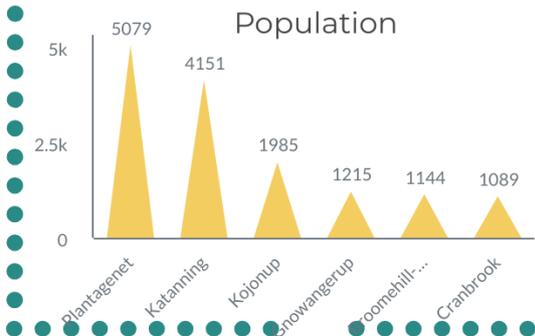


2.3% of the population



16 Great Southern wines feature among the 28 "best of the best" of Australia's Rieslings





10 3 4
Plantagenet and Katanning make up the two highest populations



Broomehill-Tambellup Indigenous Population



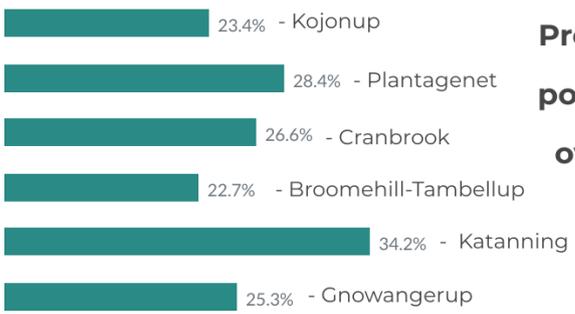
Broomehill-Tambellup has the highest Indigenous population at 11.5%

Gnowangerup = 8.4%
Katanning = 7.6%
Kojonup = 4.4%
Plantagenet = 3.1%
Cranbrook = 2.2%

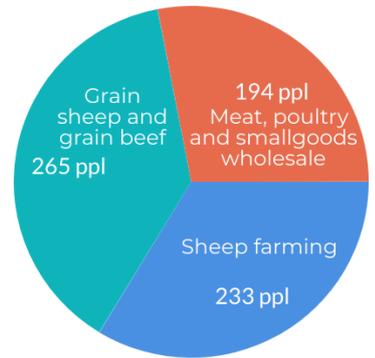
Employment by Industry



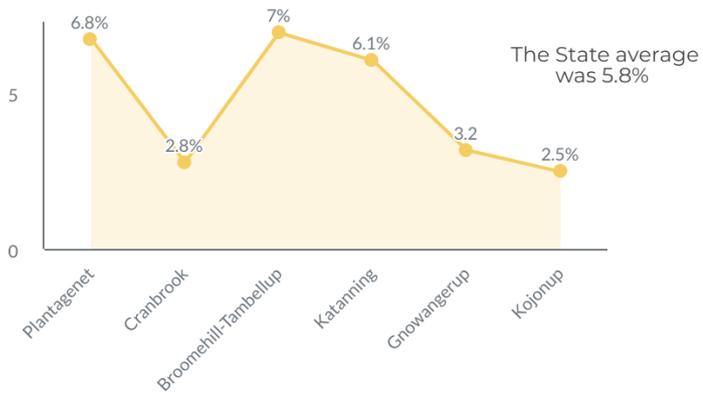
Employment is dominated by agriculture in all 6 Shires



Top Employers



Unemployment Rate



Figures for each Shire are taken from the Australian Bureau of Statistics Regional Data Summaries¹ and the 2016 Census².

¹ ABS, *Regional Data Summaries for Statistical Local Areas of Broomehill-Tambellup, Cranbrook, Kojonup, Plantagenet, Katanning, Gnowangerup, 2020*

² Quick Stats (Census 2016), ABS

Strategic Plan at a Glance

This Strategic Plan at a Glance provides an overview of the goals, strategies and targets that the Southern Link VROC will seek to achieve over the next four years.

Our strategic directions and our action planning are presented in more detail in the following pages.

Regional Economic Development	Environment	Regional Community Development	Governance and Human Resources
Goal: Stimulate economic growth and business opportunity.	Goal: Value and protect the environment.	Goal: Build community capacity to achieve outcomes.	Goal: Increase SL VROC capacity through collaboration.
<p>S1: Support the implementation of wider regional initiatives.</p> <p>S2: Collaborate on safe and efficient road networks.</p> <p>S3: Improve the provision and maintenance of infrastructure.</p>	<p>S1: Encourage natural resource management.</p> <p>S2: Improve energy and waste management.</p>	<p>S1: Support skills development across the communities.</p> <p>S2: Collaborate on common community development projects.</p>	<p>S1: Articulate clear direction for the VROC.</p> <p>S2: Build a culture of collaboration and trust.</p> <p>S3: Share systems, processes and professional development between member LGAs.</p>

Implementation

Each Local Government Authority is committed to supporting these goals and strategic directions. Officers from the LGAs will take responsibility to implement actions within their own organisations and to drive working collaborations across the organisations.

Review and continual improvement will be undertaken as a shared exercise.

Our Strategic Direction

Vision for the Southern Link VROC

Our Vision is to sustain a collaborative partnership that serves as an exemplar to other Local Government groupings.

Our Purpose is to work collaboratively as Local Governments to share knowledge and resources for mutually beneficial outcomes that support the vision for the Great Southern region.

Our Shared Values recognise and support the values of the Great Southern Development Commission ¹:

Leadership	provide leadership in the region through effective regional representation and influential strategic advice to our stakeholders.
Integrity	demonstrate integrity in our actions, decision-making processes and corporate governance.
Inclusiveness	understand and value the diverse perspectives on key opportunities, issues and challenges within the region
Collaboration	engage respectfully with all stakeholders within and external to the region.
Efficiency	perform our functions in an efficient and economical manner.

1. <https://www.gsd.c.wa.gov.au/information/current-publications/GSDC Strategic Directions 2020-2022>

Our vision for the Southern Link VROC is aligned with the current directions of the Western Australian Regional Development Trust and the Great Southern Development Commission.

Vision for Regional Development in Western Australia

Regional development is the sustainable economic development of regional Western Australia cooperatively with that of the metropolitan area.

The Western Australian Regional Development Trust vision is for ‘a diversified State economy that is independent of non-renewable resource extraction’.

The Strategic Themes of the Trust include:

1. Grow existing, and find and develop new, non-renewable resource and related industries;
2. Grow existing, and find and develop new, other alternative industries;
3. Normalise regional living standards;
4. Normalise Aboriginal economic development.

Vision for the Great Southern

The vision or preferred future for the Great Southern is that:

The Great Southern is recognised internationally as a natural choice for opportunity and lifestyle.

The strategic goals of the Great Southern Development Commission include:

- | | |
|-------------------------------|--|
| 1. Strong and Diverse Economy | Grow existing, and find and develop new regional industries; |
| 2. Regional Liveability | Enhance and normalise regional living standards; |
| 3. Strong Communities | Build strong, inclusive communities and normalise Aboriginal economic development. |

Strategic Analysis

The **critical trends** that will impact the Southern Link VROC members over the next four years are:

- ∅ Ongoing resourcing and preparedness for further impacts of the Covid pandemic;
- ∅ Increase in Federal funding as part of the economic stimulus response;
- ∅ Increase in State Government scrutiny;
- ∅ Increased focus on water security;
- ∅ Increase in the diversity of the regional population.

The **key challenges** for our sub region are:

- ∅ Economic growth including value adding of the agricultural base, attraction of new industry and encouragement for new business;
- ∅ Maintaining ageing civil infrastructure for power, water, sewerage and especially, communications;
- ∅ Water security on a regional basis;
- ∅ Road infrastructure to handle heavier loads, access and road safety.

We also **need to progress**:

- ∅ Access to health services and facilities;
- ∅ Waste management and recycling;
- ∅ Population attraction and retention in the region;

Priority Projects

The priority projects for 2021- 2024 are:

∅ Develop a Regional Water Security Strategy:

- Focus on longer term solutions for water management, catchment and storage;
- Include a regional strategy for stock water;
- Include community dams and tanks:
 - utilisation of disused Water Corporation assets,
 - water harvesting;
- Establish permanent water sources rather than continual carting;
- Lobby the State Government to identify long term water solutions.

∅ Establish VROC reporting processes to enhance the effectiveness of VROC advocacy:

- 6 and 12 month status reporting on:
 - advocacy undertaken;
 - upcoming priorities;
- VROC standing item at meetings;

∅ Continue to push for better electronic connectivity and the elimination of black spots:

- Join up and tender as one sub-regional bloc to achieve more customised systems;
- Collaborate with other regions and sub-regions to lobby Government.

∅ Share learnings and upskill civil engineering staff:

- Capture the corporate knowledge;
- Promote local government pathways as an industry.

∅ Joint household hazardous waste and e-waste collection and disposal.

- Audit the quantities generated;
- Assess options for collection and disposal.

The **critical success factors** to enable us to implement our plan are:

- ∅ Effective and committed collaboration between officers and staff of the six LGAs;
- ∅ Consistent support from the Elected Members of the six LGAs;
- ∅ Strategic focus from the Chief Executive Officers of the Southern Link VROC Shires; and
- ∅ Strengthened advocacy and voice from a significant sub-regional bloc of Local Government Shires.

Goals, Strategies and Actions

To achieve our vision, the goals, strategies and actions are:

Regional Economic Development

Goal One:

Stimulate economic growth and business opportunity:

Strategy 1:

Support the implementation of wider regional initiatives.

Target:

One regional initiative implemented within 2 years.

Actions

Action 1:
Ensure representation on priority regional working groups.

Deliverables

- 6 Shires represented in working groups.

Action 2:
Liaise on regional planning initiatives.

- Liaison established for one initiative.

Action 3:
Support further planning for Regional Trails.

- Pilot programs developed through the Great Southern Centre for Outdoor Recreational Excellence.

Action 4:
Support for *Great Southern Treasures*.

- Increased Tourism Trails.

Strategy 2:

Collaborate on safe and efficient road networks:

Target:

One significant road initiative per year.

Actions

Action 1:
Prioritise problematic locations on a regional basis to strengthen the funding case.

Deliverables

- Progress on the agreed list of priorities, with funding authorities.

Action 2:

Use the Revitalising Agricultural Region Freight Strategy to increase funding for Great Southern roads

- Lobby Group formed with the Development Commission
- Business Case developed for the region

Action 3

Work collaboratively through the Regional Road Group to upgrade significant local roads that join Shires.

- Regional Road Group support of priorities.

Strategy 3:

Improve the provision and maintenance of infrastructure:

Target:

One improvement in infrastructure within 3 years.

Actions

Action 1:

Collaborate to assess infrastructure gaps across the sub region.

Deliverables

- Identified priority infrastructure gaps for lobby activities.

Action 2:

Develop a Regional Water Security Strategy.

- Institutional support (eg Water Corp) for the Regional Water Security Strategy.

Action 3:

Build support for additional communication infrastructure and innovation in technology for the sub region.

- Expanded cover for emergency responses across the sub-region.

Action 4:

Improved water infrastructure in all VROC Shires.

- Complete Drought Communities Program grant projects

Environment

Goal Two:

Value and protect the environment.

Strategy 1:

Encourage natural resource management:

Target:

One NRM initiative implemented each year.

Actions

Action 1:

Share and coordinate approaches to bushfire mapping, coordination and procedures.

Deliverables

- Agreed bushfire management approach in each Shire.

Action 2:

Encourage water harvesting and recycling of waste water.

- One initiative of the Drought Proofing Program (Future Drought Fund) or the Rural Water Security Strategy piloted within 2 years.

Action 3:

Collaborate on pest and weed management across Shire boundaries.

- Establish at least one Contiguous Local Authority Group.

Strategy 2:

Improve energy and waste management:

Target:

One initiative for combined management in 2 years.

Actions

Action 1:

Promote options for incorporating renewable energy into public buildings.

Deliverables

- Establish best practice baseline (Shire of Katanning).

Action 2:

Progress the recycling of heavy metal waste, electronic and IT waste.

- Investigate opportunities through audit.

Action 3:

Develop opportunities for combined waste management for collection services, transfer station management and landfill operations

- Report on existing facilities, effective life, existing contract terms with waste contractors and options for shared facilities delivered within 1 year.

Goal Three:

Build community capacity to achieve outcomes.

Strategy 1:

Support skills development across the communities.

Target:

Identified increase in capacity in each LGA.

Actions

Action 1:

Establish a regular Community Development Forum.

Deliverables

- Forum established within 1 year, with quarterly meetings.

Action 2:

Extend learnings from early intervention initiatives in Cranbrook and Plantagenet to all partners.

- Recommendations paper to all LGAs.

Strategy 2:

Collaborate on common community development projects.

Target:

At least 2 collaborative initiatives within 2 years.

Actions

Action 1:

Support initiatives for a Southern Link VROC Youth Council and the expansion of VROC Scholarships.

Deliverables

- Develop a Youth Forum across the sub-region.

Action 2:

Continue to work collaboratively on the provision of aged care and independent living facilities.

- Share knowledge and learnings at VROC meetings.

Action 3:

Foster support for Apprenticeship and Traineeship Schemes as an option for youth unemployment.

- Support each other as LGA's by utilising a 0.5 FTE shared resource where appropriate.

Action 4:

Encourage the development of Community Health Plans

- Review commonalities within each LGA profile.

Governance and Human Resources

Goal Four:

Increase SL VROC capacity through collaboration.

Strategy 1:

Articulate clear direction for the VROC:

Target:

Documented VROC directions and achievements every 2 years.

Actions

Action 1:

Review the Southern Link VROC Strategic Directions.

Deliverables

- Two year Desktop Review.
- Four year Major Review.

Action 2:

Align the strategic directions and priority projects with Shire activities

- Encourage links with CDOs, Sport & Rec Officers, Youth initiatives and Economic Development initiatives.

Action 3:

Establish a VROC Advocacy Approach to better position Southern Link.

- Regular Status Reports on advocacy progress at VROC meetings in 2021

Action 4:

Leverage effective initiatives

- Support regional marketing and promotion activities through *Great Southern Treasures*.

Strategy 2:

Build a culture of collaboration and trust:

Target:

Strong, single voice for the hinterland.

Actions

Action 1:

Increase SL VROC membership to strengthen the regional voice

- Two additional VROC members in 2021

Action 2:

Maintain regular meetings of both Elected Members and CEOs to build understanding and action.

- 3 Elected Member meetings and 4 CEO meetings per year

Action 3:

Continue to celebrate achievements of each partner as one group

- At least one joint meeting of managers per year.

Strategy 3:

Share systems, processes and professional development between member LGAs:

Target:

Every LGA actively involved in collaborative exercises within 2 years.

10.3.4**Actions**

Action 1:

Identify and share readily apparent documents, policies, procedures and workforce data.

Action 2:

Continue resource sharing for at least two identified services.

Action 3:

Provide local staff with opportunities for career pathways between the six LGAs.

Deliverables

- Expand the Records Repository capacity at Broomehill.
- Collaborative exercises to provide LGA's with opportunities to undertake joint work groups on projects, planning for the future, or continuous improvement for team members.
- Each LGA to incorporate opportunities within their Workforce Plan and Position Descriptions.



Standards for CEO Recruitment, Performance and Termination

April 2021



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Shire of Katanning Standards for CEO Recruitment, Performance and Termination

Policy Purpose:

This Policy is adopted in accordance with section 5.39B of the *Local Government Act 1995*.

Division 1 — Preliminary provisions

1. Citation

These are the Shire of Katanning Standards for CEO Recruitment, Performance and Termination.

2. Terms used

(1) In these standards —

Act means the Local Government Act 1995;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Shire of Katanning;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

- (1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.
- (2) This Division does not apply —
 - (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
 - (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the *Local Government (Administration) Regulations 1996* regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the *Local Government (Administration) Regulations 1996* regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or

- (b) if the person advises the local government that the person is unable to access that website address —
 - (i) email a copy of the job description form to an email address provided by the person; or
 - (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- (1) In this clause —

independent person means a person other than any of the following —

 - (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
- (3) The selection panel must comprise —
 - (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

9. Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - (a) a summary of the selection panel's assessment of each applicant; and
 - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —

- (a) in an impartial and transparent manner; and
 - (b) in accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
- (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
 - (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
- (a) clause 5 does not apply to the new recruitment and selection process; and
 - (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).

- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —

commencement day means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.

- (2) This clause applies if —

- (a) upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO —
- (i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
 - (ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;

and

- (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.
- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
 - (a) the process by which the CEO's performance will be reviewed; and
 - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
 - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - (a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) notifying the CEO of any allegations against the CEO; and
 - (c) giving the CEO a reasonable opportunity to respond to the allegations; and
 - (d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the performance issues) related to the performance of the CEO; and
 - (b) informed the CEO of the performance issues; and
 - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12 month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

Resolution No: Ordinary Council OC../21

Resolution Date:

Amended:

Source: Governance

Date of review:

Review

Responsibility: Chief Executive Officer



Shire of
Katanning
Heart of the Great Southern

COUNCIL POLICY

Appointment of an Acting Chief Executive Officer

Policy Number: 5.1

Policy Subject: Appointment of an Acting Chief Executive Officer

Objectives: To provide for the appointment of an Acting Chief Executive Officer in expected and unexpected absences of the Chief Executive Officer.

Policy Statement:

1. In accordance with the requirements of the *Local Government Act 1995*, section 5.36(2)(a), the Council has determined that the persons appointed to the position of Executive Manager are suitably qualified to perform the role of Acting Chief Executive Officer.
2. Acting arrangements for the position of Chief Executive Officer for leave periods up to 3 months is to be at the discretion of the Chief Executive Officer.
3. Appointment to the role of Acting Chief Executive Officer shall be made in writing by the Chief Executive Officer for a defined period that does not exceed 3 months. A Council resolution is required for periods exceeding 3 months.
4. In the event of an unforeseen absence of the Chief Executive Officer the default Acting Chief Executive Officer will be the incumbent in the position of Executive Manager Corporate and Community, or equivalent position, for a period not exceeding ten working days.

Resolution No:

Resolution Date:

Amended:

Source: Employees

Date of review:

Review

Responsibility: Human Resources