



Shire of
Katanning
Heart of the Great Southern

List of Accounts Paid
July 2021



Schedule of Accounts Paid - July 2021

10.2.1

Cheque Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
1	42381	02/07/2021	SHIRE OF KATANNING			118.00
	INV DEDUCTION	23/06/2021	SHIRE OF KATANNING	Payroll deductions	78.00	
	INV DEDUCTION	23/06/2021	SHIRE OF KATANNING	Payroll deductions	40.00	
2	42382	15/07/2021	SHIRE OF KATANNING			441.90
	INV DEDUCTION	07/07/2021	SHIRE OF KATANNING	Payroll deductions	78.00	
	INV DEDUCTION	07/07/2021	SHIRE OF KATANNING	Payroll deductions	40.00	
	INV PTYCSHJUNE21	12/07/2021	SHIRE OF KATANNING	ADMIN Petty Cash June 2021	323.90	
					Cheque Total	\$ 559.90

EFT Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
3	EFT32375	02/07/2021	4CABLING PTY LTD			812.41
	INV 2568830	03/06/2021	4CABLING PTY LTD	ADMIN Various Computer Hardware	812.41	
4	EFT32376	02/07/2021	GM & DL GARLICK			803.00
	INV 30	23/06/2021	GM & DL GARLICK	WORKS Onslow Rd Gravel Haulage for Resheeting	803.00	
5	EFT32377	02/07/2021	AVANTGARDE TECHNOLOGIES			8,074.00
	INV ES00001593	11/06/2021	AVANTGARDE TECHNOLOGIES	REFUSE SITE Two Cameras to Capture Number Plates	3,806.00	
	INV ES00001594	15/06/2021	AVANTGARDE TECHNOLOGIES	PIESSE PARK Design Documentation for CCTV	4,268.00	
6	EFT32378	02/07/2021	Westcoast Profilers			244,400.49
	INV 25109	31/05/2021	Westcoast Profilers	PIESSE LAKE Claim Five V08 Increased Fill Volumes	110,492.11	
	INV 25109	31/05/2021	Westcoast Profilers	PIESSE LAKE Claim Five Preliminaries & Clearing / Earthworks	71,355.94	
	INV 25110	15/06/2021	Westcoast Profilers	WORKS Clive St Repair Correct & Resurface with Asphalt	26,498.29	
	INV 25107	22/06/2021	Westcoast Profilers	PROSSER PARK Upgrade of Basketball Courts Gravel Compact & Asphalt	36,054.15	
7	EFT32379	02/07/2021	GYPSY KITCHEN CO			572.00
	INV 0003	28/06/2021	GYPSY KITCHEN CO	CATERING OCM for 220621	286.00	
	INV 0002	28/06/2021	GYPSY KITCHEN CO	CATERING OCM for the 250521	286.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
8	EFT32380	02/07/2021	BGL Solutions Pty Ltd			17,218.76
	INV 0004414	08/06/2021	BGL Solutions Pty Ltd	KLC Landscaping Entrance Remove Earthworks & Supply All Plants	11,107.80	
	INV 0004413	08/06/2021	BGL Solutions Pty Ltd	KLC Landscaping Entrance Variation for Supply & Installation for Mulch	5,775.00	
	INV 0004417	15/06/2021	BGL Solutions Pty Ltd	ADMIN Building Grounds Maintenance 150621	335.96	
9	EFT32381	02/07/2021	Denise R Gobbart			45.00
	INV REIMBURSEMENT	29/06/2021	Denise R Gobbart	REIMBURSEMENT Parking for Training	45.00	
10	EFT32382	02/07/2021	Solutions IT Balcatta			473.12
	INV S57292	22/06/2021	Solutions IT Balcatta	ADMIN ICT Hardware Toughpad & Keyboard	473.12	
11	EFT32383	02/07/2021	Abase Pty Ltd T/As ABA Security & Electrical			287.00
	INV 23204	04/05/2021	Abase Pty Ltd T/As ABA Security & Electrical	LIBRARY Photocopier Readings 010521 - 310721	162.00	
	INV 23223	05/05/2021	Abase Pty Ltd T/As ABA Security & Electrical	LIBRARY Technical Support to Make Code Change	125.00	
12	EFT32384	02/07/2021	S & AL LONGMIRE			4,560.00
	INV 002	16/06/2021	S & AL LONGMIRE	WORKS Wolyaming Rd Extracting Gravel	4,560.00	
13	EFT32385	02/07/2021	Westbooks			211.37
	INV 320805	22/04/2021	Westbooks	LIBRARY Various Books	211.37	
14	EFT32386	02/07/2021	Marradong Contracting Pty Ltd			40,220.40
	INV 0251	26/05/2021	Marradong Contracting Pty Ltd	WORKS Langaweira Rd Gairen Pit Gravel Push Up	25,773.00	
	INV 0251	26/05/2021	Marradong Contracting Pty Ltd	WORKS Gravel Push Wolyaming Pit Mobilisation & Demobilisation	14,447.40	
15	EFT32387	02/07/2021	DF McGuire Farm Trust			1,560.00
	INV 0011	18/06/2021	DF McGuire Farm Trust	WORKS Lake Coyrecup Rd Extracting Gravel	1,560.00	
16	EFT32388	02/07/2021	LOOP ENERGY MANAGEMENT PTY LTD			60,413.63
	INV 2071	23/06/2021	LOOP ENERGY MANAGEMENT PTY LTD	KLC Lighting Cost Reduction Provision of LED Replacement 50% Deposit	29,377.13	
	INV 2070	23/06/2021	LOOP ENERGY MANAGEMENT PTY LTD	SALEYARDS Lighting Cost Reduction Provision of 550 LED Highbays 50% Deposit	31,036.50	
17	EFT32389	02/07/2021	Sanq Won Ui Inc			500.00
	INV 202102	24/06/2021	Sanq Won Ui Inc	CEO Donation Training Aids for Taekwondo	500.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
18	EFT32390	02/07/2021	AUSTRALIAN TAXATION OFFICE			28,097.00
	INV PAYG	23/06/2021	AUSTRALIAN TAXATION OFFICE	PAYG for Pay 26	28,097.00	
19	EFT32391	02/07/2021	AUSTRALIA POST			362.66
	INV 1010626010	03/06/2021	AUSTRALIA POST	DAILY Postage Fees May 2021	362.66	
20	EFT32392	02/07/2021	Autosmart WA South West & Great Southern			1,525.81
	INV 00012426	07/01/2021	Autosmart WA South West & Great Southern	KAC Cleaning Products	437.22	
	INV 6236-98	09/06/2021	Autosmart WA South West & Great Southern	PLANT Cleaning Fluid Various Use	1,088.59	
21	EFT32393	02/07/2021	BLIGHTS AUTO ELECTRICS			9.50
	INV 15640	08/06/2021	BLIGHTS AUTO ELECTRICS	KA10732 Dynapac Roller Deutsch Plug	9.50	
22	EFT32394	02/07/2021	BOUQUET CLEANING SERVICES			500.00
	INV 0783	14/06/2021	BOUQUET CLEANING SERVICES	LIBRARY Cleaning of Couches & Chairs	500.00	
23	EFT32395	02/07/2021	COCA-COLA AMATIL			893.09
	INV 225951023	24/06/2021	COCA-COLA AMATIL	KLC Kiosk Refreshments June 2021	893.09	
24	EFT32396	02/07/2021	CONNECT CALL CENTRE SERVICES			190.19
	INV 00106766	15/06/2021	CONNECT CALL CENTRE SERVICES	ADMIN After Hours Call Centre Service May 2021	190.19	
25	EFT32397	02/07/2021	DX PRINT GROUP PTY LTD			2,497.00
	INV 00094487	01/06/2021	DX PRINT GROUP PTY LTD	REFUSE SITE Tax Invoice/Receipt Books	1,661.00	
	INV 00094512	04/06/2021	DX PRINT GROUP PTY LTD	ADMIN Stationery With Compliments Slips	242.00	
	INV 00094521	08/06/2021	DX PRINT GROUP PTY LTD	ADMIN Photocopying & Stationery DL Window Face Envelopes	594.00	
26	EFT32398	02/07/2021	GHD Pty Ltd			22,649.60
	INV 112-0081591	08/06/2021	GHD Pty Ltd	PIESSE LAKE Contract Administration & Construction Monitoring	8,321.78	
	INV 112-0081591	08/06/2021	GHD Pty Ltd	PIESSE LAKE Hours Araya Beyefield	7,306.20	
	INV 112-0083258	23/06/2021	GHD Pty Ltd	PIESSE LAKE 36 Hours Araya Beyefield	7,021.62	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
27	EFT32399	02/07/2021	GRANDE FOOD SERVICE			1,239.40
	INV 4180463	18/06/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments June 2021	701.73	
	INV 4180630	23/06/2021	GRANDE FOOD SERVICE	KLC Kiosk Refreshments June 2021	537.67	
28	EFT32400	02/07/2021	DEPARTMENT OF HUMAN SERVICES			65.34
	INV 180123496	10/06/2021	DEPARTMENT OF HUMAN SERVICES	GOVERNANCE Council Services Centerpay 011220 - 310521	65.34	
29	EFT32401	02/07/2021	TOLL IPEC/ COURIER AUSTRALIA			341.25
	INV 0499-S408620	07/03/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges March 2021	74.27	
	INV 0503-S408620	04/04/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges April 2021	217.42	
	INV 0513-S408620	13/06/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges June 2021	49.56	
30	EFT32402	02/07/2021	KATANNING GLAZING & SECURITY			4,502.00
	INV 18044	08/06/2021	KATANNING GLAZING & SECURITY	KATANNING HOTEL Security Screen Supply & Install for Kitchen Window	460.00	
	INV 18050	08/06/2021	KATANNING GLAZING & SECURITY	MEDICAL CENTRE Remove Existing Decretive Security Door & Replace Commercial Fixed Window	4,042.00	
31	EFT32403	02/07/2021	Katanning H Hardware			762.85
	INV 105001218	25/05/2021	Katanning H Hardware	SALEYARDS Metal to Extend Truck	520.00	
	INV 105001218	25/05/2021	Katanning H Hardware	SALEYARDS Metal to Extend Truck	242.85	
32	EFT32404	02/07/2021	LANDGATE ADMIN			210.00
	INV 365434-10000954	04/06/2021	LANDGATE ADMIN	RATES Country Urban UV Revaluation 2020/21	210.00	
33	EFT32405	02/07/2021	LO-GO APPOINTMENTS			5,500.00
	INV 00423775	09/06/2021	LO-GO APPOINTMENTS	ADMIN Recruitment of Financial Accountant	5,500.00	
34	EFT32406	02/07/2021	MCINTOSH & SONS			25.26
	INV 1630455	31/05/2021	MCINTOSH & SONS	SALEYARDS KA1808 Bolts for Sides	25.26	
35	EFT32407	02/07/2021	MERCHANDISING LIBRARIES			291.19
	INV 6405	19/04/2021	MERCHANDISING LIBRARIES	LIBRARY Stationery Signs	291.19	
36	EFT32408	02/07/2021	MJB INDUSTRIES			9,860.57
	INV 00007432	08/06/2021	MJB INDUSTRIES	WORKS Warren Rd Concrete Pipes & Headwalls	9,860.57	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
37	EFT32409	02/07/2021	MARKET CREATIONS			7,934.11
	INV 17348	31/05/2021	MARKET CREATIONS	ADMIN Office 365 Subscription May 2021	2,047.49	
	INV 17457	31/05/2021	MARKET CREATIONS	ADMIN IT Support Technical & Engineer Business Hours Various Tickets May 2021	1,100.00	
	INV 17187	31/05/2021	MARKET CREATIONS	ADMIN IT Support Preventive Maintenance May 2021	550.00	
	INV 17423	31/05/2021	MARKET CREATIONS	ADMIN Ethernet Cable s& Licensing	4,022.12	
	INV 17422	31/05/2021	MARKET CREATIONS	ADMIN IT Support Setup & Configure Meraki Switch	214.50	
38	EFT32410	02/07/2021	MODERN TEACHING AIDS			526.85
	INV 44371336	24/05/2021	MODERN TEACHING AIDS	LIBRARY Craft Supplies & Construction/Building Kits for After School & Holiday Programs	526.85	
39	EFT32411	02/07/2021	KATANNING NETBALL ASSOCIATION			1,000.00
	INV 01/21	15/06/2021	KATANNING NETBALL ASSOCIATION	CEO Donations Quick Response Grant Creche Hire & Hire of Court	1,000.00	
40	EFT32412	02/07/2021	PERTH SAFETY PRODUCTS PTY LTD			990.00
	INV 00010641	11/06/2021	PERTH SAFETY PRODUCTS PTY LTD	SIGNS Various Street Signs	990.00	
41	EFT32413	02/07/2021	PFD FOOD SERVICES			1,936.70
	INV KY680705	16/06/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments June 2021	737.60	
	INV KY761497	24/06/2021	PFD FOOD SERVICES	KLC Kiosk Refreshments June 2021	1,199.10	
42	EFT32414	02/07/2021	R MUNNS ENGINEERING CONSULTING SERVICES			3,693.16
	INV 520	03/06/2021	R MUNNS ENGINEERING CONSULTING SERVICES	KLC Dam Expansion Geotechnical Investigation & Report	3,693.16	
43	EFT32415	02/07/2021	BURGESS RAWSON (WA) PTY LTD			213.76
	INV 11707	16/06/2021	BURGESS RAWSON (WA) PTY LTD	WATER CHARGES Standpipe Austral Tce 290321 - 020621	213.76	
44	EFT32416	02/07/2021	BRENTON STEWART ELECTRICS			602.80
	INV P1320	22/06/2021	BRENTON STEWART ELECTRICS	DEPOT Street Lighting Repair Two Lights	602.80	
45	EFT32417	02/07/2021	DW & SE THOMPSON			8,020.00
	INV 0174	23/06/2021	DW & SE THOMPSON	WORKS Wolyaming Rd Gravel for Resheeting	8,020.00	
46	EFT32418	02/07/2021	TRUCKLINE "SPECIALIST WHOLESALERS PTY LTD			137.94
	INV 7320838	20/04/2021	TRUCKLINE "SPECIALIST WHOLESALERS PTY LTD	KA1993 Side Tipper Spare Wheel Rim	137.94	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
47	EFT32419	02/07/2021	TYREPOWER KATANNING			2,042.00
	INV 143776	20/04/2021	TYREPOWER KATANNING	SALEYARDS Plant Wheel Alignment	110.00	
	INV 143788	27/04/2021	TYREPOWER KATANNING	PLANT Replacement Tyres & Battery for Honda Quad	615.00	
	INV 143626	27/04/2021	TYREPOWER KATANNING	KA11993 Century Battery	132.00	
	INV 143850	27/04/2021	TYREPOWER KATANNING	1TKV250 Side Tipper Tyre Installation	50.00	
	INV 143831	27/04/2021	TYREPOWER KATANNING	KA126 Holden Colorado Set of Tyres	1,035.00	
	INV 144837	22/06/2021	TYREPOWER KATANNING	PLANT Tyre Levers for Workshop	100.00	
48	EFT32420	02/07/2021	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)			2,063.00
	INV I3087322	03/06/2021	WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ADMIN Subscriptions CouncilConnect Module All Registers	2,063.00	
49	EFT32421	02/07/2021	KATANNING WANDERERS FOOTBALL CLUB			2,900.00
	INV 21-0120	04/06/2021	KATANNING WANDERERS FOOTBALL CLUB	KLC Quartermaine Oval Astro Turf Top Cricket Pitch Covers Cost Share	2,900.00	
50	EFT32422	02/07/2021	WARREN BLACKWOOD WASTE			4,694.05
	INV 00017499	20/06/2021	WARREN BLACKWOOD WASTE	WASTE Collection Recycling 140621 - 160621	4,694.05	
51	EFT32423	02/07/2021	WATKINS PLUMBING			144.05
	INV 1233	21/06/2021	WATKINS PLUMBING	KLC Pioneer Room Men's Urinal Checked & Repaired	144.05	
52	EFT32424	02/07/2021	WATER CORPORATION			3,229.38
	INV 9007809508	18/06/2021	WATER CORPORATION	WATER CHARGES Standpipe Langaweira 120421 - 170621	504.46	
	INV 9007809065	18/06/2021	WATER CORPORATION	WATER CHARGES Cemetery Fenwick 120421 - 170621	5.32	
	INV 9007810322	18/06/2021	WATER CORPORATION	WATER CHARGES Kojonup - Katanning Rd Hall 130421 - 170621	2.66	
	INV 9007809305	18/06/2021	WATER CORPORATION	WATER CHARGES Standpipe Katanning - Nyabing Rd 120421 - 170621	938.37	
	INV 9007810138	18/06/2021	WATER CORPORATION	WATER CHARGES Standpipe Trimmer Rd 130421 - 170621	416.62	
	INV 9007810672	21/06/2021	WATER CORPORATION	WATER CHARGES Standpipe Great Southern Highway 140421 - 180621	1,361.95	
53	EFT32425	02/07/2021	WESTCOAST LIVESTOCK P/L			431.20
	INV WCL27175-101888.CI	16/06/2021	WESTCOAST LIVESTOCK P/L	SALEYARDS Four Lambs	431.20	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
54	EFT32426	02/07/2021	SYNERGY			20,688.04
	INV 977854430	15/06/2021	SYNERGY	GROUPED Electricity Charges 140521 - 150621	20,507.11	
	INV 251079810	22/06/2021	SYNERGY	ELECTRICITY CHARGES Tower Kierle 210421 - 220621	180.93	
55	EFT32427	02/07/2021	WYWURRY ELECTRICAL			6,355.75
	INV 5123	18/06/2021	WYWURRY ELECTRICAL	WELCOME PRECINCT Install Two General Power Outlets at Gazebo & BBQ	3,249.00	
	INV 5125	21/06/2021	WYWURRY ELECTRICAL	COMMUNITY AMENITIES Great Southern Hwy Roundabout Repairs to Electrical Cables	3,106.75	
56	EFT32428	08/07/2021	AVANTGARDE TECHNOLOGIES			2,101.00
	INV ES00001606	25/06/2021	AVANTGARDE TECHNOLOGIES	CCTV Maintenance Relocation of CCTV Monitoring at the Katanning Police Station	2,101.00	
57	EFT32429	08/07/2021	BGL Solutions Pty Ltd			3,313.16
	INV 0004449	30/06/2021	BGL Solutions Pty Ltd	AAPG Grounds Maintenance 300621	3,313.16	
58	EFT32430	08/07/2021	Solutions IT Balcatta			2,292.42
	INV S57310	28/06/2021	Solutions IT Balcatta	ADMIN IT Hardware Logitech Conference Cam Meetup	2,292.42	
59	EFT32431	08/07/2021	Yellow Gum B&B			130.00
	INV 1133	24/06/2021	Yellow Gum B&B	WORKS Accommodation for Aerodrome Technical Inspection	130.00	
60	EFT32432	08/07/2021	CANON AUSTRALIA PTY LTD			117.40
	INV 8121180649	17/06/2021	CANON AUSTRALIA PTY LTD	LIBRARY Photocopier Reading June 2021	117.40	
61	EFT32433	08/07/2021	Creative Lilies			17,894.90
	INV 0030	28/06/2021	Creative Lilies	TOURISM Destination Development Project Brand Marketing Strategy	7,920.00	
	INV 0024	28/06/2021	Creative Lilies	TOURISM Destination Development Project Final Payment for Phases One to Four	9,974.90	
62	EFT32434	08/07/2021	WA Contract Ranger Services P/L			6,245.80
	INV 03347	29/06/2021	WA Contract Ranger Services P/L	ANIMAL CONTROL Ranger Relief 140621 - 250621	6,245.80	
63	EFT32435	08/07/2021	CMS Events			100.00
	INV CMS00629	08/06/2021	CMS Events	GALLERY Bloom Festival Participation Fee 2021	100.00	
64	EFT32436	08/07/2021	ALBANY RECORDS MANAGEMENT			165.00
	INV 0009253	30/06/2021	ALBANY RECORDS MANAGEMENT	ADMIN Confidential Document Destruction	165.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
65	EFT32437	08/07/2021	ARROW BRONZE			788.04
	INV 710996	11/06/2021	ARROW BRONZE	CEMETERIES Plaque for LL	478.50	
	INV 710996	11/06/2021	ARROW BRONZE	CEMETERIES Plaque for LB	309.54	
66	EFT32438	08/07/2021	AYTON BAESJOU PLANNING			7,500.00
	INV 2504	15/06/2021	AYTON BAESJOU PLANNING	PLANNING Consultants Fee May 2021	7,500.00	
67	EFT32439	08/07/2021	BLIGHTS AUTO ELECTRICS			70.50
	INV 15691	15/06/2021	BLIGHTS AUTO ELECTRICS	PLANT Various Trailer Plugs	70.50	
68	EFT32440	08/07/2021	JENNY CRISTINELLI			80.00
	INV REIMBUREMENT	21/06/2021	JENNY CRISTINELLI	REIMBURSEMENT of Uniforms JE	80.00	
69	EFT32441	08/07/2021	CLEANAWAY DANIELS SERVICES PTY LTD			847.44
	INV 1981636	30/06/2021	CLEANAWAY DANIELS SERVICES PTY LTD	CLEANING Various Shire Properties Bio Cans	847.44	
70	EFT32442	08/07/2021	E & MJ ROSHER PTY LTD			1,987.28
	INV 1429778	10/06/2021	E & MJ ROSHER PTY LTD	KA25138 CASE IH Hammer Blades & Bearings	1,987.28	
71	EFT32443	08/07/2021	EMU LANE PTY LTD			217.80
	INV 1-788	28/06/2021	EMU LANE PTY LTD	TOWN HALL Two Scrap Traps for Sinks	217.80	
72	EFT32444	08/07/2021	GOULD GENEALOGY & HISTORY			242.50
	INV 00207492	16/06/2021	GOULD GENEALOGY & HISTORY	LIBRARY Books for Local History	242.50	
73	EFT32445	08/07/2021	GREAT SOUTHERN FUEL SUPPLIES			3,694.39
	INV 17003093	03/06/2021	GREAT SOUTHERN FUEL SUPPLIES	KA25188 Case IH Tractor Fuel Filler	140.92	
	INV FCARDSJUNE21	30/06/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL Cards June 2021	3,553.47	
74	EFT32446	08/07/2021	KATANNING GLAZING & SECURITY			412.50
	INV 18082	17/06/2021	KATANNING GLAZING & SECURITY	TOWN HALL Reglaze Broken Window to Upstairs Storeroom	412.50	
75	EFT32447	08/07/2021	KATANNING HUB CRC			2,120.00
	INV 0297	29/06/2021	KATANNING HUB CRC	TOURISM Capacity Building Workshops & Training	2,120.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
76	EFT32448	08/07/2021	KATANNING MENS SHED			160.00
	INV 36	23/06/2021	KATANNING MENS SHED	COMMUNITIES Repair Wee Library	160.00	
77	EFT32449	08/07/2021	KOWALDS NEWS & GLASSHOUSE			1,084.32
	INV I0000021123	11/05/2021	KOWALDS NEWS & GLASSHOUSE	YOUTH Files	9.50	
	INV I0000021215	18/05/2021	KOWALDS NEWS & GLASSHOUSE	ADMIN Stationery Order May 2021	980.82	
	INV SN00003931052021	31/05/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Newspapers May 2021	94.00	
78	EFT32450	08/07/2021	OFFICE WORKS BUSINESS DIRECT			282.57
	INV 17681538	15/06/2021	OFFICE WORKS BUSINESS DIRECT	LIBRARY Label Maker & Tape	123.62	
	INV 17682015	18/06/2021	OFFICE WORKS BUSINESS DIRECT	LIBRARY Desks	158.95	
79	EFT32451	08/07/2021	RECHARGE-IT			170.00
	INV 01614352	23/06/2021	RECHARGE-IT	KLC Stationery Ink Cartridges Black & Cyan	170.00	
80	EFT32452	08/07/2021	TYREPOWER KATANNING			336.00
	INV 144872	25/06/2021	TYREPOWER KATANNING	KA673 Toyota Hilux Replace Worn Front Tyre	336.00	
81	EFT32453	08/07/2021	ALBANY V-BELT & RUBBER			488.09
	INV 334009	22/06/2021	ALBANY V-BELT & RUBBER	PLANT Various Filters	488.09	
82	EFT32454	08/07/2021	P.I.C. ENTERPRISES PTY LTD T/AS WA LIBRARY SUPPLIES			732.00
	INV 00124896	21/06/2021	P.I.C. ENTERPRISES PTY LTD T/AS WA LIBRARY SUPPLIES	LIBRARY Barcode Scanner & Cube Book Display	732.00	
83	EFT32455	08/07/2021	WARREN BLACKWOOD WASTE			4,096.82
	INV 00017500	27/06/2021	WARREN BLACKWOOD WASTE	WASTE Collection General 140621 - 250621	4,096.82	
84	EFT32456	08/07/2021	SYNERGY			2,723.01
	INV 299567230	23/06/2021	SYNERGY	ELECTRICITY Charges 8 Austral Tce 220421 - 230621	118.27	
	INV 148310600	23/06/2021	SYNERGY	ELECTRICITY Charges 22 Austral Tce 220421 - 230621	255.56	
	INV 328938170	23/06/2021	SYNERGY	ELECTRICITY Charges Railway Station 220421 - 230621	265.36	
	INV 303663850	25/06/2021	SYNERGY	ELECTRICITY Charges Katanning Hotel 200421 - 250621	951.08	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
	INV 159777820	29/06/2021	SYNERGY	ELECTRICITY Charges 1/6 Hill Way 290421 - 290621	168.11	
	INV 159985050	29/06/2021	SYNERGY	ELECTRICITY Charges 2/6 Hill Way 290421 - 290621	97.83	
	INV 138671920	29/06/2021	SYNERGY	ELECTRICITY Charges 25 Marmion St 290421 - 290621	200.07	
	INV 303539720	29/06/2021	SYNERGY	ELECTRICITY Charges Synnott Ave 290421 - 290621	114.37	
	INV 239593320	29/06/2021	SYNERGY	ELECTRICITY Charges Lot 1 Warren Rd 290421 - 290621	133.41	
	INV 357455740	29/06/2021	SYNERGY	ELECTRICITY Charges 19 Charles St 290421 - 290621	85.87	
	INV 638847540	30/06/2021	SYNERGY	ELECTRICITY Charges Unmetered Powerwatch 310521 - 300621	333.08	
85	EFT32457	15/07/2021	REGIONAL RETAILERS PTY LTD	LIBRARY Junior Books		1,137.90
	INV 0089	30/04/2021	REGIONAL RETAILERS PTY LTD	YOUTH Skate Park Event Food & Snacks	42.86	
	INV 0095	03/06/2021	REGIONAL RETAILERS PTY LTD	YOUTH Snacks for Youth Theatre	102.85	
	INV 0096	04/06/2021	REGIONAL RETAILERS PTY LTD	LIBRARY Junior Books	752.37	
	INV 0097	11/06/2021	REGIONAL RETAILERS PTY LTD	LIBRARY Books	239.82	
86	EFT32458	15/07/2021	CIVIC WORKFORCE MANAGEMENT			700.00
	INV LG2020_21/13	16/06/2021	CIVIC WORKFORCE MANAGEMENT	GOVERNANCE Consultants Report Service Hours	700.00	
87	EFT32459	15/07/2021	BGL Solutions Pty Ltd			330.00
	INV 0004445	24/06/2021	BGL Solutions Pty Ltd	WORKS Spray Lawns in Preparation for Katanning Community Medical Center Opening	330.00	
89	EFT32460	15/07/2021	The Trustee for Clowes Family Trust			2,268.75
	INV 102	30/06/2021	The Trustee for Clowes Family Trust	GOVERNANCE Consultants Adverse Events Management Plan	2,268.75	
90	EFT32461	15/07/2021	SOUTH WEST ABORIGINAL MEDICAL SERVICE			300.00
	INV REIMBURSEMENT	09/07/2021	SOUTH WEST ABORIGINAL MEDICAL SERVICE	REIMBURSEMENT of Bond for Function 170621 - 180621	300.00	
91	EFT32462	15/07/2021	Rotary International District 94465 Inc			400.00
	INV REIMBURSEMENT	17/06/2021	Rotary International District 94465 Inc	REIMBURSEMENT Bond Venue & Equipment Hire 130621	400.00	
92	EFT32463	15/07/2021	Hale Group International Pty Ltd ATFT Hale Family Trust			1,500.00
	INV HG2503	06/07/2021	Hale Group International Pty Ltd ATFT Hale Family Trust	TOWN HALL Hypnotist Bonkers! Deposit Fee	1,500.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
93	EFT32464	15/07/2021	QFH MULTIPARTS PTY LTD			600.00
	INV REIMBURSEMENT	18/06/2021	QFH MULTIPARTS PTY LTD	REIMBURSEMENT Bond Refund Venue Hire 140621	600.00	
94	EFT32465	15/07/2021	NUTRIEN AG SOLUTIONS - BONDS			356.00
	INV REIMBURSEMENT	09/07/2021	NUTRIEN AG SOLUTIONS - BONDS	REIMBURSEMENT Refund of Venue Hire 280621	56.00	
	INV REIMBURSEMENT	09/07/2021	NUTRIEN AG SOLUTIONS - BONDS	REIMBURSEMENT Refund of Bond Venue Hire 280621	300.00	
95	EFT32466	15/07/2021	AMPAC DEBT RECOVERY (WA) PTY LTD			99.00
	INV 76524	17/06/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES Debt Collection June 2021	99.00	
96	EFT32467	15/07/2021	ANISH PEEDIKAYIL PUNNOOSE			10,458.25
	INV 1	08/07/2021	ANISH PEEDIKAYIL PUNNOOSE	CLEANING Public Amenities BBQ's & Toilet	2,156.00	
	INV 12	08/07/2021	ANISH PEEDIKAYIL PUNNOOSE	CLEANING Public Amenities June 2021	6,396.50	
	INV 12	08/07/2021	ANISH PEEDIKAYIL PUNNOOSE	CLEANING Public Amenities Piesse Park June 2021	1,905.75	
97	EFT32468	15/07/2021	A.R.M SECURITY-CTI SECURITY SERVICES PTY LTD			222.01
	INV CINS3106377	18/06/2021	A.R.M SECURITY-CTI SECURITY SERVICES PTY LTD	KLC Alarm Monitoring Charges 010721 - 300921	222.01	
98	EFT32469	15/07/2021	AUSTRALIAN TAXATION OFFICE			29,028.00
	INV PAYG	07/07/2021	AUSTRALIAN TAXATION OFFICE	PAYG for Pay 1	29,028.00	
99	EFT32470	15/07/2021	CLEVER PATCH			144.55
	INV 403733	07/06/2021	CLEVER PATCH	LIBRARY Children Craft Afternoon & Holiday Program Items	144.55	
100	EFT32471	15/07/2021	THE DAILY GRIND CAFE			85.50
	INV 85	07/07/2021	THE DAILY GRIND CAFE	GOVERNANCE Lunch for Senator & Member of Agricultural District	85.50	
101	EFT32472	15/07/2021	L. E. GARSTONE PLUMBING			285.00
	INV 000615	04/07/2021	L. E. GARSTONE PLUMBING	STANDPIPE Backflow Testing Punchmirup Rd	185.00	
	INV 000621	13/07/2021	L. E. GARSTONE PLUMBING	AMHERST VILLAGE Assess & Repair Unit 10 Hot Plate	100.00	
102	EFT32473	15/07/2021	GLOBAL GYPSIES PTY LTD			4,600.00
	INV 00004124	24/06/2021	GLOBAL GYPSIES PTY LTD	TOURISM Tour Guide Training June 21/22	2,750.00	
	INV 00004124	24/06/2021	GLOBAL GYPSIES PTY LTD	TOURISM Tour Guide Training June 21/22	1,850.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
103	EFT32474	15/07/2021	GRAHAM'S SMALL MOTOR CENTRE			641.50
	INV Z88	22/06/2021	GRAHAM'S SMALL MOTOR CENTRE	PLANT Yamaha Grizzly Front Shocks & Gearbox Oil	641.50	
104	EFT32475	15/07/2021	INDUSTRIAL AUTOMATION AUSTRALIA			20,495.20
	INV 14404-1	25/06/2021	INDUSTRIAL AUTOMATION AUSTRALIA	STANDPIPE UPGRADES Progress Claim Four Punchmirup	20,164.10	
	INV 14405	25/06/2021	INDUSTRIAL AUTOMATION AUSTRALIA	STANDPIPE UPGRADES Remote Access Trimmer Rd	331.10	
105	EFT32476	15/07/2021	TOLL IPEC/ COURIER AUSTRALIA			240.91
	INV 0507-S408620	02/05/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges May 2021	230.18	
	INV 0509-S408620	16/05/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges May 2021	693.33	
	INV 0509-S408620CM-1	27/06/2021	TOLL IPEC/ COURIER AUSTRALIA	CREDIT NOTE Incorrect Charges May 2021	-682.60	
106	EFT32477	15/07/2021	JANELLE NEHME			3,200.00
	INV 290621	29/06/2021	JANELLE NEHME	COMMUNITIES Youth Plan May - June 2021	3,200.00	
107	EFT32478	15/07/2021	GIRL GUIDES WESTERN AUSTRALIA			400.00
	INV 1441	13/03/2021	GIRL GUIDES WESTERN AUSTRALIA	HARMONY FESTIVAL Monitor Covid-19 Check In Points	400.00	
108	EFT32479	15/07/2021	KATANNING GLAZING & SECURITY			392.00
	INV 18092	25/06/2021	KATANNING GLAZING & SECURITY	COMMUNITY AMENITIES 19 Charles St Repairs to Broken Front Window	392.00	
109	EFT32480	15/07/2021	KATANNING HUB CRC			1,000.00
	INV 0301	06/07/2021	KATANNING HUB CRC	YOUTH Coordination of July School Holidays Programs	1,000.00	
110	EFT32481	15/07/2021	KATANNING PLAYGROUP INC			600.00
	INV 2	25/03/2021	KATANNING PLAYGROUP INC	HARMONY FESTIVAL Kids Zone Activities & Entertainment	600.00	
111	EFT32482	15/07/2021	ROYAL PLUMBING (WA)			575.19
	INV 00005904	09/04/2021	ROYAL PLUMBING (WA)	AMHERST Unit 9 Refit Taps & Install Vanity	575.19	
112	EFT32483	15/07/2021	KATANNING VET CLINIC			626.16
	INV 1/131598	17/06/2021	KATANNING VET CLINIC	ANIMAL CONTROL Pound Parvo Killer for Disinfection	626.16	
113	EFT32484	15/07/2021	KATANNING COUNTRY CLUB INCORPORATED			500.00
	INV 02807	21/06/2021	KATANNING COUNTRY CLUB INCORPORATED	CEO Donations Katanning Bowls Carnival Sponsorship 4/5 November 2021	500.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
114	EFT32485	15/07/2021	WESFARMERS KLEENHEAT GAS PTY LTD			180.03
	INV 21780672	15/06/2021	WESFARMERS KLEENHEAT GAS PTY LTD	SALEYARDS Gas Refill for Canteen	180.03	
115	EFT32486	15/07/2021	KOWALDS NEWS & GLASSHOUSE			803.14
	INV I0000021473	11/06/2021	KOWALDS NEWS & GLASSHOUSE	ADMIN Stationary Order June 2021	464.11	
	INV I0000021627	25/06/2021	KOWALDS NEWS & GLASSHOUSE	GOVERNANCE Consumables for Council & Frames for Citizenship Certificates	245.03	
	INV SN00003930062021	30/06/2021	KOWALDS NEWS & GLASSHOUSE	STATIONERY Newspapers June 2021	94.00	
116	EFT32487	15/07/2021	KATANNING REGIONAL BUSINESS ASSOCIATION INC			175.00
	INV 0560	23/06/2021	KATANNING REGIONAL BUSINESS ASSOCIATION INC	KRBA Annual Membership 2021/2022	175.00	
117	EFT32488	15/07/2021	LANDGATE ADMIN			6,283.76
	INV 364000-10000954	19/04/2021	LANDGATE ADMIN	RATES Rural UV General Revaluation 2020/2021	5,860.40	
	INV 364897-10000954	25/05/2021	LANDGATE ADMIN	RATES Consolidated Mining Tenement Roll	337.90	
	INV 366157-10000954	23/06/2021	LANDGATE ADMIN	RATES Rural UV's Schedule R2021/1	85.46	
118	EFT32489	15/07/2021	NEWMANS CONCRETE			6,292.00
	INV D5765	07/07/2021	NEWMANS CONCRETE	WORKS Headwall to Suit Pipe	5,780.50	
	INV D5765	07/07/2021	NEWMANS CONCRETE	WORKS Flush Grated Lid	511.50	
119	EFT32490	15/07/2021	TYREPOWER KATANNING			99.00
	INV 144900	25/06/2021	TYREPOWER KATANNING	WORKS U-H-F Two Way Radios for Traffic Control	99.00	
120	EFT32491	15/07/2021	WARREN BLACKWOOD WASTE			5,222.05
	INV 00017533	04/07/2021	WARREN BLACKWOOD WASTE	DOMESTIC Sanitation 020621 - 300621	528.00	
	INV 00017501	04/07/2021	WARREN BLACKWOOD WASTE	WASTE Collection Recycling 280621 - 300621	4,694.05	
121	EFT32492	15/07/2021	WATKINS PLUMBING			330.00
	INV 1278	12/07/2021	WATKINS PLUMBING	POUND Clear Blocked Drain 250621	165.00	
	INV 1270	12/07/2021	WATKINS PLUMBING	ADMIN BUILDING Assess Drainage 220621	165.00	
122	EFT32493	15/07/2021	WATSON'S LIQUID WASTE DISPOSAL			560.00
	INV 2091	22/06/2021	WATSON'S LIQUID WASTE DISPOSAL	KLC Pump out Grease Trap June 2021	560.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
123	EFT32494	15/07/2021	WATER CORPORATION			169.47
	INV 9013922945	02/07/2021	WATER CORPORATION	WATER CHARGES 8 Austral Tce Service Charges 010721 - 310821	169.47	
124	EFT32495	15/07/2021	SYNERGY			14,508.49
	INV 253839510	01/07/2021	SYNERGY	ELECTRICITY Charges 61A Conroy St 030521 - 010721	133.62	
	INV 335812970	02/07/2021	SYNERGY	ELECTRICITY CHARGES Baker St 040521 - 020721	114.65	
	INV 338348270	02/07/2021	SYNERGY	ELECTRICITY CHARGES Streelights 010621 - 020721	10,472.85	
	INV 312951080	05/07/2021	SYNERGY	ELECTRICITY CHARGES Admin Building 020621 - 050721	3,547.50	
	INV 155057680	07/07/2021	SYNERGY	ELECTRICITY CHARGES Refuse Site 300421 - 070721	239.87	
125	EFT32496	22/07/2021	REGIONAL RETAILERS PTY LTD			168.50
	INV 0098	17/06/2021	REGIONAL RETAILERS PTY LTD	PLANT Hammer & Chizzles	168.50	
126	EFT32497	22/07/2021	Westcoast Profilers			383,535.11
	INV 25266	31/05/2021	Westcoast Profilers	PIESSE LAKE Roadworks & Retaining Wall Claim Four	208,823.19	
	INV 25257	30/06/2021	Westcoast Profilers	WORKS Fairfield Warren & Langaweira Rd Coate Stone Seal	100,533.97	
	INV 25284	30/06/2021	Westcoast Profilers	PIESSE LAKE Variation Nine Increased Volume of Fill	74,177.95	
127	EFT32498	22/07/2021	SOUTH WEST FIRE UNIT			668.81
	INV I35001	09/07/2021	SOUTH WEST FIRE UNIT	BFB PLANT Compound Gauge for the Fire Truck	668.81	
128	EFT32499	22/07/2021	Activate Motivate			1,865.00
	INV 0000015	18/07/2021	Activate Motivate	KLC Ladies Circuit Box Fit & Power Up 040521 - 220621	1,210.00	
	INV 0000014	18/07/2021	Activate Motivate	KLC CALD & Seniors Gym 040521 - 220621	655.00	
129	EFT32500	22/07/2021	Katanning Tiling Service			550.00
	INV IV00000000101	25/06/2021	Katanning Tiling Service	LIBRARY Repair Paving	550.00	
130	EFT32501	22/07/2021	ABORIGINAL HEALTH COUNCIL OF WA			300.00
	INV REIMBURSEMENT	19/07/2021	ABORIGINAL HEALTH COUNCIL OF WA	REIMBURSEMENT Bond Release Event 200221	300.00	
131	EFT32502	22/07/2021	BGL Solutions Pty Ltd			365.85
	INV 0004471	08/07/2021	BGL Solutions Pty Ltd	ADMIN BUILDING Garden Maintenance 080721	365.85	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
132	EFT32503	22/07/2021	Moore Australia			825.00
	INV 1944	31/03/2021	Moore Australia	ADMIN Training GST Workshop 290721	825.00	
133	EFT32504	22/07/2021	Abase Pty Ltd T/As ABA Security & Electrical			634.27
	INV 23733	11/06/2021	Abase Pty Ltd T/As ABA Security & Electrical	LIBRARY Additional Users & Codes	634.27	
134	EFT32505	22/07/2021	WA Contract Ranger Services P/L			6,470.20
	INV 00003373	10/07/2021	WA Contract Ranger Services P/L	ANIMAL CONTROL Ranger Relief 290621 - 090721	6,470.20	
135	EFT32506	22/07/2021	Station Motors (1974) Pty Ltd t/a Katanning Mazda, Edwards Holden & Edwards Isuzu Ute			1,107.95
	INV 22756	29/06/2021	Station Motors (1974) Pty Ltd t/a Katanning Mazda, Edwards Holden & Edwards Isuzu Ute	PLANT Bearings for Pole Saw Shaft	86.56	
	INV 22896	09/07/2021	Station Motors (1974) Pty Ltd t/a Katanning Mazda, Edwards Holden & Edwards Isuzu Ute	KA357 Key Replacements	1,021.39	
136	EFT32507	22/07/2021	Westbooks			362.28
	INV 322073	03/06/2021	Westbooks	LIBRARY Childrens Books 2020/21	304.56	
	INV 322636	21/06/2021	Westbooks	LIBRARY Children's Book Council 2020/21	57.72	
137	EFT32508	22/07/2021	Hale Group International Pty Ltd ATFT Hale Family Trust			2,350.00
	INV HG2504	06/07/2021	Hale Group International Pty Ltd ATFT Hale Family Trust	TOWN HALL Hypnotist Bonkers! Performance Final Fee	2,350.00	
138	EFT32509	22/07/2021	Marshall Mowers			6,245.00
	INV 29097#0	22/06/2021	Marshall Mowers	PLANT Mow Master GP Reel Mower	6,245.00	
139	EFT32510	22/07/2021	AMPAC DEBT RECOVERY (WA) PTY LTD			1,633.50
	INV 76818	30/06/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES Debt Collection June 2021	1,633.50	
140	EFT32511	22/07/2021	AERODROME MANAGEMENT SERVICES PTY LTD			23,517.85
	INV 05031	28/06/2021	AERODROME MANAGEMENT SERVICES PTY LTD	AIRPORT Aerodrome ATI Survey	4,476.89	
	INV 05059	29/06/2021	AERODROME MANAGEMENT SERVICES PTY LTD	CONSULTANTS Aerodrome Asset Management Plan	19,040.96	
141	EFT32512	22/07/2021	AUSTRALIA POST			149.18
	INV 1010702675	03/07/2021	AUSTRALIA POST	DAILY Postage Fees June 2021	149.18	
142	EFT32513	22/07/2021	AYTON BAESJOU PLANNING			7,500.00
	INV 2506	02/07/2021	AYTON BAESJOU PLANNING	PLANNING Consultants Fee June 2021	7,500.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
143	EFT32514	22/07/2021	BOC GASES AUSTRALIA			193.55
	INV 4028639228	11/06/2021	BOC GASES AUSTRALIA	MECHANIC Gas for Mig Welder	96.31	
	INV 4028812227	28/06/2021	BOC GASES AUSTRALIA	GAS Bottle Refill June 2021	97.24	
144	EFT32515	22/07/2021	BOUQUET CLEANING SERVICES			550.00
	INV 0782	11/06/2021	BOUQUET CLEANING SERVICES	LIBRARY Carpet Clean	550.00	
145	EFT32516	22/07/2021	BTW RURAL SUPPLIES			3,578.80
	INV 30615	04/06/2021	BTW RURAL SUPPLIES	KLC Gear Drive P/Up Sprinklers Various Ovals	3,560.00	
	INV 30608	24/06/2021	BTW RURAL SUPPLIES	WORKS Prosser Park Assorted Reticulation Parts	18.80	
146	EFT32517	22/07/2021	BURANDO HILL PROPERTIES PTY LTD			111.88
	INV #KAT20091	10/06/2021	BURANDO HILL PROPERTIES PTY LTD	KA25138 CASE IH Farmell Tractor Self Aligning Bearing & Bearing Carrier	62.16	
	INV #KAT20165	17/06/2021	BURANDO HILL PROPERTIES PTY LTD	PLANT Wheel Bearings	43.78	
	INV #KAT20191	21/06/2021	BURANDO HILL PROPERTIES PTY LTD	KA25138 Locking Pins for Three Point Linkage	5.94	
147	EFT32518	22/07/2021	CATERLINK			2,679.60
	INV 658184	29/06/2021	CATERLINK	MEDICAL CENTRE Sink & Benches for Community Room	2,679.60	
148	EFT32519	22/07/2021	CHUBB FIRE & SECURITY			2,730.75
	INV 6650676	30/06/2021	CHUBB FIRE & SECURITY	PLANT BFB FLIR TIC & Charger Hard Carry Case	2,730.75	
149	EFT32520	22/07/2021	ELDERS RURAL SERVICES AUSTRALIA LIMITED			1,111.00
	INV CT70402	21/06/2021	ELDERS RURAL SERVICES AUSTRALIA LIMITED	KAC Pool Magic Chlorine	1,111.00	
150	EFT32521	22/07/2021	ENVIROPIPES PTY LTD			6,341.50
	INV 49947	28/06/2021	ENVIROPIPES PTY LTD	WORKS Warren Rd Corrugated Pipe	6,341.50	
151	EFT32522	22/07/2021	RAY FORD SIGNS			187.44
	INV 12181	14/07/2021	RAY FORD SIGNS	WORKS Refuse Site & Airport Warning Gate Closes Automatically Signs	187.44	
152	EFT32523	22/07/2021	HYDROJET			297.00
	INV 8390	21/05/2021	HYDROJET	WORKS Graffiti Control Transgell & Stone Masonery Graffiti Removal	297.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
153	EFT32524	22/07/2021	iiNET LIMITED			79.99
	INV 127446086	17/07/2021	iiNET LIMITED	INTERNET Expenses CEO July 2021	79.99	
154	EFT32525	22/07/2021	TOLL IPEC/ COURIER AUSTRALIA			46.20
	INV 0514-S408620	20/06/2021	TOLL IPEC/ COURIER AUSTRALIA	FREIGHT Charges June 2021	46.20	
155	EFT32526	22/07/2021	JASON SIGN MAKERS			1,320.00
	INV 220328	28/06/2021	JASON SIGN MAKERS	BUILDING Data Access for LED Signs at AAPG & Rotary Park	1,320.00	
156	EFT32527	22/07/2021	KATANNING GLAZING & SECURITY			5,250.00
	INV 18014	25/05/2021	KATANNING GLAZING & SECURITY	MEDICAL CENTRE Supply & Install Custom Made Commercial Door	5,250.00	
157	EFT32528	22/07/2021	DAPHNE KERIN			22.68
	INV REIMBURSEMENT	27/03/2021	DAPHNE KERIN	REIMBURSEMENT Supply of Fuel for Harmony Festival Bus	22.68	
158	EFT32529	22/07/2021	KATANNING STOCK & TRADING			3,485.35
	INV 2/52	02/06/2021	KATANNING STOCK & TRADING	AAPG Maintenance Hex Head Screw	9.90	
	INV 2/53	04/06/2021	KATANNING STOCK & TRADING	AAPG Cutex Oil for Play Areas	1,167.00	
	INV 2/54	04/06/2021	KATANNING STOCK & TRADING	MEDICAL CENTRE Sink Mixer & Extension	122.25	
	INV 2/55	04/06/2021	KATANNING STOCK & TRADING	MEDICAL CENTRE Grate Adapt & Grate	13.40	
	INV 2/56	08/06/2021	KATANNING STOCK & TRADING	MEDICAL CENTRE Tribular Security Bit & Extension Bit	20.70	
	INV 2/57	08/06/2021	KATANNING STOCK & TRADING	MEDICAL CENTRE Zip Elonoboil for Community Area Kitchen	885.00	
	INV 2/58	11/06/2021	KATANNING STOCK & TRADING	TOWN HALL Ratsak	24.25	
	INV 2/60	15/06/2021	KATANNING STOCK & TRADING	YOUTH Materials for Youth Theatre	23.00	
	INV 2/59	15/06/2021	KATANNING STOCK & TRADING	MAINTENANCE Washers Padlock Keys & Abus Keys	37.00	
	INV 2/61	17/06/2021	KATANNING STOCK & TRADING	ANIMAL CONTROL Dog & Cat Food	75.10	
	INV 2/62	21/06/2021	KATANNING STOCK & TRADING	SALEYARDS Robe Hooks Twin & Single	19.00	
	INV 2/63	21/06/2021	KATANNING STOCK & TRADING	TOWN SQUARE Electrical Fibreglass Ladder	495.00	
	INV 2/64	22/06/2021	KATANNING STOCK & TRADING	HOUSING 42 Crosby St Replace Leaking Toilet Cistern	210.00	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
	INV 2/65	23/06/2021	KATANNING STOCK & TRADING	SALEYARDS Hat & Coat Hook	44.75	
	INV 2/66	24/06/2021	KATANNING STOCK & TRADING	PLANT Food Van Gas Bottle Refill	30.00	
	INV 2/67	24/06/2021	KATANNING STOCK & TRADING	KLC Castors Wheels	63.80	
	INV 2/68	30/06/2021	KATANNING STOCK & TRADING	SALEYARDS Offices & Canteen Area Globes & Fluro Tubes	245.20	
159	EFT32530	22/07/2021	Katanning H Hardware			1,200.40
	INV 103000480	06/05/2021	Katanning H Hardware	KA25138 Case IH Steel for Level Indicator	41.70	
	INV 102012161	03/06/2021	Katanning H Hardware	LAKE EWLYAMARTUP BBQ Gas Bottle Refills	57.90	
	INV 103000546	08/06/2021	Katanning H Hardware	PLANT Shop Vac & Replacement Bench Grinder	857.90	
	INV 102012258	09/06/2021	Katanning H Hardware	SALEYARDS Door Handle for Main Shed	31.45	
	INV 101031201	10/06/2021	Katanning H Hardware	STANDPIPE Maintenance Security Bit Set	31.50	
	INV 101031247	11/06/2021	Katanning H Hardware	LAKE EWLYAMARTUP BBQ's Gas Bottle Refill	30.00	
	INV 103000551	16/06/2021	Katanning H Hardware	KA25138 Bolts for Hammer Mower Attachment	40.00	
	INV 101031893	24/06/2021	Katanning H Hardware	COMMUNITY AMENITIES Lake Ewlyamartup Post Hole Shovel	109.95	
160	EFT32531	22/07/2021	NATIONAL LIVESTOCK REPORTING SERVICE	SALEYARDS Livestock Reports June 2021		1,237.50
	INV 2400011923	30/06/2021	NATIONAL LIVESTOCK REPORTING SERVICE	SALEYARDS Livestock Reports June 2021	1,237.50	
161	EFT32532	22/07/2021	LOTEx FILTER CLEANING SERVICE			130.56
	INV 00007121	04/06/2021	LOTEx FILTER CLEANING SERVICE	PLANT Air Filter Cleaning Various	130.56	
162	EFT32533	22/07/2021	MARKETFORCE PTY LTD			1,429.38
	INV 39281	28/06/2021	MARKETFORCE PTY LTD	ADMIN Advertisement for Senior Admin/Records Officer	547.89	
	INV 39280	28/06/2021	MARKETFORCE PTY LTD	ADMIN Advertising of Cleaner & Senior Admin/Records Officer	394.83	
	INV 39279	28/06/2021	MARKETFORCE PTY LTD	ADMIN Advertisement for Community Development Officer	486.66	
163	EFT32534	22/07/2021	MARKET CREATIONS			3,253.37
	INV 17888	30/06/2021	MARKET CREATIONS	ADMIN IT Business Support Hours	35.75	
	INV 17886	30/06/2021	MARKET CREATIONS	ADMIN IT Support Business Hours Various Tickets	584.38	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
	INV 17822	30/06/2021	MARKET CREATIONS	ADMIN Office 365 Subscription June 2021	2,047.49	
	INV 17814	30/06/2021	MARKET CREATIONS	ADMIN IT Support Preventive Maintenance June 2021	550.00	
	INV 17885	04/07/2021	MARKET CREATIONS	ADMIN IT Support Power BI License Implementation	35.75	
164	EFT32535	22/07/2021	QFH MULTIPARTS			181.50
	INV 904979605	24/06/2021	QFH MULTIPARTS	ANIMAL CONTROL Bleach for Dog Pound Cleaning	104.50	
	INV 905076413	08/07/2021	QFH MULTIPARTS	PLANT Hydraulic Caps for Excavator Mulch Head	77.00	
165	EFT32536	22/07/2021	NELSONS DRYCLEANING			217.80
	INV 00010203	30/06/2021	NELSONS DRYCLEANING	KLC Drycleaning Various Events	217.80	
166	EFT32537	22/07/2021	NEWMANS CONCRETE			32,069.40
	INV D5748	13/07/2021	NEWMANS CONCRETE	WORKS Fairfield Rd Box Culverts & Header Walls	32,069.40	
167	EFT32538	22/07/2021	Northstar Asset T/AS Artistralia			1,655.50
	INV 00011474	30/06/2021	Northstar Asset T/AS Artistralia	YOUTH Movie Hire for July School Holiday Program	1,655.50	
168	EFT32539	22/07/2021	OFFICE WORKS BUSINESS DIRECT			13.04
	INV 17682787	15/06/2021	OFFICE WORKS BUSINESS DIRECT	LIBRARY Chalk for Blackboard	13.04	
169	EFT32540	22/07/2021	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)			1,951.12
	INV AA00516131	28/06/2021	CSG BUSINESS SOLUTIONS (WA) PTY LTD (PRINT SYNC)	ADMIN Photocopier Readings June 2021	1,951.12	
170	EFT32541	22/07/2021	Thinkproject Australia Pty Ltd			10,313.83
	INV RSL-17845	01/07/2021	Thinkproject Australia Pty Ltd	WORKS Rental & Subscription for Pocket Ramm Devices Annual Fee 010721 - 300622	10,313.83	
171	EFT32542	22/07/2021	SECURE CORPORATION PTY LTD T/A SOUTHERN LOCK SECURITY			140.43
	INV C9121	01/07/2021	SECURE CORPORATION PTY LTD T/A SOUTHERN LOCK SECURITY	ADMIN Alarm Monitoring June 2021	140.43	
172	EFT32543	22/07/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT			616.99
	INV 573665	29/06/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT	TRANSPORT Ricoh Print Cartridge	490.60	
	INV 574119	30/06/2021	FUTURE TECH BUSINESS SYSTEMS PTY LTD T/AS SOS OFFICE EQUIPMENT	KLC Photocopier Charges June 2021	126.39	
173	EFT32544	22/07/2021	SOUTH REGIONAL TAFE			88.10
	INV I0015530	24/06/2021	SOUTH REGIONAL TAFE	LIBRARY Fire Warden Training CW	88.10	

Schedule of Accounts Paid - July 2021

10.2.1

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
174	EFT32545	22/07/2021	SOUTHERN ABORIGINAL CORPORATION			498.00
	INV 00063084	04/07/2021	SOUTHERN ABORIGINAL CORPORATION	CEO DONATION Southern Aboriginal Corporation NAIDOC Event 040721 - 110721	498.00	
175	EFT32546	22/07/2021	SOUTH WEST ABORIGINAL LAND AND SEA COUNCIL			300.00
	INV REIMBURSEMENT	19/07/2021	SOUTH WEST ABORIGINAL LAND AND SEA COUNCIL	REIMBURSEMENT Bond Release Events 160321 & 070421	300.00	
176	EFT32547	22/07/2021	TUTT BRYANT EQUIPMENT			722.01
	INV 008467670	23/06/2021	TUTT BRYANT EQUIPMENT	PLANT Yanmar Mini Excavator Ripper Tine for Grave Digging	802.23	
	INV 008467855	08/07/2021	TUTT BRYANT EQUIPMENT	CREDIT NOTE Incorrect Amount Charged	-80.22	
177	EFT32548	22/07/2021	ALBANY V-BELT & RUBBER			150.29
	INV 334071	23/06/2021	ALBANY V-BELT & RUBBER	PLANT Crimping Tool & Trailer Coupling	150.29	
178	EFT32549	22/07/2021	WARREN BLACKWOOD WASTE			8,865.73
	INV 00017549	11/07/2021	WARREN BLACKWOOD WASTE	WASTE Collection General 280621 - 090721	4,119.33	
	INV 00017550	18/07/2021	WARREN BLACKWOOD WASTE	WASTE Collection Recycling 120721 - 140721	4,746.40	
179	EFT32550	22/07/2021	NUTRIEN AG SOLUTIONS			59.40
	INV 904912387	14/06/2021	NUTRIEN AG SOLUTIONS	PLANT Gas Bottle June 2021	59.40	
180	EFT32551	22/07/2021	WESTERN POWER			419.27
	INV CORPB0552910	03/06/2021	WESTERN POWER	KLC Street Tree Maintenance Trim Tree	419.27	
181	EFT32552	22/07/2021	WEST AUSTRALIAN NEWSPAPERS LTD			550.00
	INV 1007010420210630	30/06/2021	WEST AUSTRALIAN NEWSPAPERS LTD	ADMIN GSH Shire Matters Newsletter February - June 2021	550.00	
182	EFT32553	22/07/2021	SYNERGY			350.38
	INV 155057680	13/07/2021	SYNERGY	ELECTRICITY CHARGES Refuse Site 070721 - 130721	350.38	
183	EFT32554	22/07/2021	WOODLAND ENTERPRISES PTY LTD T/S WEST COAST ANALYTICAL SERVICES			2,700.50
	INV 00003962	30/06/2021	WOODLAND ENTERPRISES PTY LTD T/S WEST COAST ANALYTICAL SERVICES	SANITATION Ground Water Monitoring Refuse Site & Saleyard June 2021	2,700.50	
184	EFT32555	22/07/2021	THE WORKWEAR GROUP			858.20
	INV 13263259	15/06/2021	THE WORKWEAR GROUP	COMMUNITIES Uniforms DGW 2020/21	358.20	

Schedule of Accounts Paid - July 2021

10.2.1

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV 13264407	15/06/2021	THE WORKWEAR GROUP	ADMIN Uniforms KH 2020/21	175.20	
INV 13295885	29/06/2021	THE WORKWEAR GROUP	ADMIN Uniforms MA 2020/21	324.80	
185 EFT32556	22/07/2021	ROMINE HOLDINGS PL TAS WREN OIL			16.50
INV 114230	07/07/2021	ROMINE HOLDINGS PL TAS WREN OIL	SANITATION Oil Waste Collection 010721	16.50	
				EFT Total \$ 1,239,701.92	

Payroll Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
186 PAY	07/07/2021	PAYROLL			118,155.98
PAY	07/07/2021	PAYROLL	Payroll PAY 1	118,155.98	
187 PAY	21/07/2021	PAYROLL			116,427.49
PAY	21/07/2021	PAYROLL	Payroll PAY 2	116,427.49	
				EFT Total \$ 234,583.47	

Direct Debit Payments

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
188 DD30444.1	06/07/2021	TELSTRA			3,571.12
INV 4253504000	21/06/2021	TELSTRA	LANDLINE Charges June 2021	2,690.70	
INV 3376774455	25/06/2021	TELSTRA	MOBILE Charges June 2021	880.42	
189 SUPER	7/07/2021	Superchoice			15,615.72
SUPER	7/07/2021	Superchoice	Superannuation Payments July Pay 1	15,615.72	
190 DD30473.1	15/07/2021	SG FLEET AUSTRALIA PTY LTD			1,054.37
INV AUG00301029	30/06/2021	SG FLEET AUSTRALIA PTY LTD	CESM Vehicle Lease Payment 070721 - 060821	1,054.37	
191 DD30499.1	20/07/2021	CUSTOM SERVICE LEASING LTD			341.92
INV LCDC VEHICLE LEASE KA648	01/07/2021	CUSTOM SERVICE LEASING LTD	LCDC Vehicle Lease Payment June 2021	341.92	
192 SUPER	21/07/2021	Superchoice			15,579.51
SUPER	21/07/2021	Superchoice	Superannuation Payments July Pay 2	15,579.51	

Schedule of Accounts Paid - July 2021

10.2.1

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
193 DD30491.1	28/07/2021	TELSTRA			3,574.40
INV 4253504000	21/07/2021	TELSTRA	LANDLINE Charges July 2021	2,694.41	
INV 3376774455	25/07/2021	TELSTRA	MOBILE Charges July 2021	879.99	
				Direct Debit Total \$	39,737.04

General Credit Card Purchases

Direct Debit Number	Date	GENERAL Credit Card Purchases			
194 DD30498.1	29/07/2021	WOOLWORTHS (WA) LIMITED			142.71
INV KLCJULY21	22/07/2021	WOOLWORTHS (WA) LIMITED	KLC Kiosk Refreshments July 2021	142.71	
195 DD30498.2	29/07/2021	COMMONWEALTH BANK			5,315.78
INV HRJULY21	29/06/2021	COMMONWEALTH BANK	GOVERNANCE Parting Gift for EH	59.00	
INV HRJULY21	30/06/2021	COMMONWEALTH BANK	WORKS Refreshments Morning Tea JL & EH	56.80	
INV HRJULY21	06/07/2021	COMMONWEALTH BANK	GOVERNANCE Strategic Plan & Budget Workshop Councillor & Senior Staff Coffee	39.20	
INV HRJULY21	12/07/2021	COMMONWEALTH BANK	ADMIN Accommodation for KP DOT Training	912.42	
INV HRJULY21	13/07/2021	COMMONWEALTH BANK	COMMUNITIES Training Connecting Tourism to Local Government Course	65.01	
INV HRJULY21	20/07/2021	COMMONWEALTH BANK	ADMIN BUILDING Valcro for Carpet	25.50	
INV EMCC	28/07/2021	COMMONWEALTH BANK	PLANT KA25381 Vehicle Renewal to Fleet Date	70.20	
INV EMCCJULY21	28/07/2021	COMMONWEALTH BANK	COMMUNITIES Noongar Yarning Sessions Refreshments	55.00	
INV CEOJULY21	09/07/2021	COMMONWEALTH BANK	GOVERNANCE Accomodation LG Convention September 2021	2,709.63	
INV CEOJULY21	14/07/2021	COMMONWEALTH BANK	ADMIN BUILDING Crockery & Glassware Supplies Community Meeting Room	430.78	
INV CEOJULY21	27/07/2021	COMMONWEALTH BANK	GOVERNANCE Firebreak Notice Gazettal 2021	378.24	

Schedule of Accounts Paid - July 2021

10.2.1

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total
INV CESMJULY21	08/07/2021	COMMONWEALTH BANK	CESM Colour Packs & Black Inks	320.00	
INV HRJULY21	29/06/2021	COMMONWEALTH BANK	WORKS LR Licence for IA	109.00	
INV HRJULY21	29/06/2021	COMMONWEALTH BANK	ADMIN Flu Vaccinations Various Staff	85.00	
Credit Card Totals				\$5,458.49	

Cheque Total	\$559.90	0.04%
EFT Total	\$1,239,701.92	81.56%
Payroll Total	\$234,583.47	15.43%
Direct Debit Total	\$39,737.04	2.61%
Credit Card Total	\$5,458.49	0.36%
	\$1,520,040.82	100.00%

COUNCIL POLICY

Katanning Community Groups Hire Charge Policy

Policy Number:	6.12
Policy Subject:	Katanning Community Groups Hire Charge
Objectives:	To encourage the effective use by community groups through an equitable access process.
Policy Statement:	To provide access to shire owned facilities that best meet the community's current and future needs and are available for use by all community groups.
Guidelines:	<p>To make the following shire facilities available to Katanning community groups to hold meetings free of charge:</p> <ul style="list-style-type: none">• Community Room at the Katanning Library• Meeting Room at the Katanning Leisure Centre• Meeting Rooms at the Town Hall/Katanning Regional Entertainment Centre• Community Meeting Rooms at the Katanning Community and Medical Centre (Old Shire Office) <p>Community groups include, but are not limited, to the following:</p> <ul style="list-style-type: none">• Sporting groups• Church groups• Voluntary community support groups• Not for profit organisations• Playgroups• Groups/individuals undertaking community projects.

Administration

Bookings are to be directed to the relevant staff of the facility.

Bookings and Charges

Bookings of the facility will be taken during normal operating hours and are not confirmed until the relevant hire form and conditions of hire form have been signed and returned.

No Fee and/or charge will be made to community groups for the hire of the facilities listed above.

Charges in relation to call out fees remain applicable to community groups. The charges for call out fees are listed in Council's schedule of fees and charges.

10.3.1

Consumption of Alcohol

Consumption of alcohol is not permitted at the facilities listed above.

Compliance with Acts and Regulations

The hirers shall comply with the provision of the Health Act and any other Act and/or Regulation in force for the time being and applicable to such hiring and use of the facilities.

Other Conditions

- 1) All hire conditions as listed on the conditions of hire form must be adhered to.
- 2) Hirers of the facility who pay for the facility have priority in making bookings and will replace a community group booking when required.
- 3) Bookings for community groups will only be permitted for a maximum of up to three months in advance.
- 4) Cancellation with less than 48 hours notice, or not attending a booking will result in the community group being charged for the facility at the not for profit rate stated in Council's schedule of fees and charges.
- 5) The Katanning Community Room at the Library can be hired to community groups outside of usual operating hours. If Shire staff are required to attend call outs for non-arming of the facility then a call out charge will be payable by the community group as set out in Council's schedule of fees and charges.

Applications for free venue hire for activities other than meetings can be made to the Chief Executive Officer and will be approved at their discretion

Resolution Number:	Ordinary Council Meeting -	OC92/14
Resolution Date:	24 September 2014	
Amended:	22 October 2014	OC/106/14
	18 December 2018	OC168/18
Source:	Community Services and Facilities	
Review		
Responsibility:	Executive Manager Corporate and Community	



Asset Report

Former Sheep Saleyards

Dore Street/Anderson Street, Katanning

July 2021



Former Sheep Saleyards, Dore Street/Anderson Street, Katanning

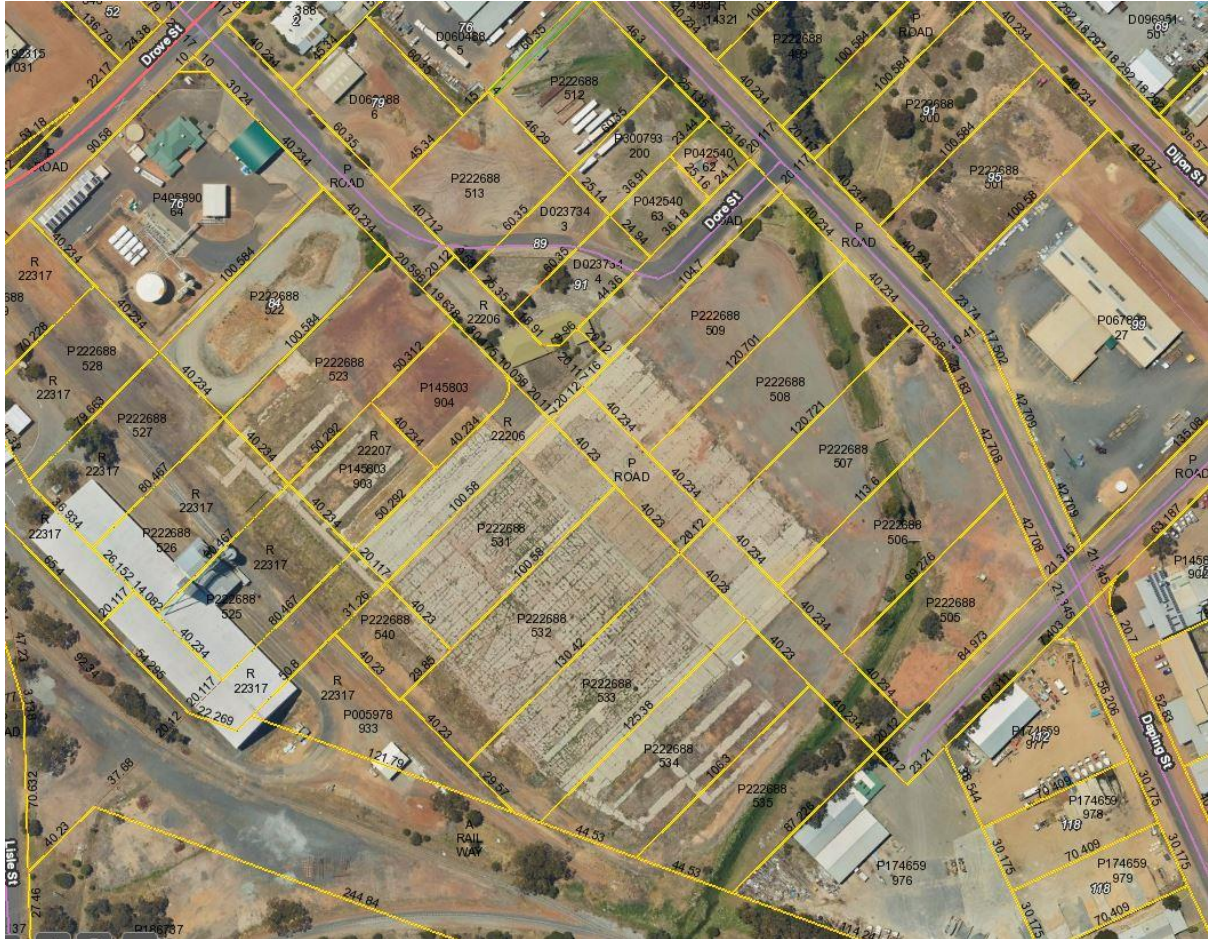
Contents

Background	2
Access.....	3
Services and Utilities	4
Planning Scheme	5
Statutory Environment:	5
Constraints and Limitations	5
Indicative Value.....	7
Precincts.....	7
Options and Actions to rectify/address the Limitations	8
Staff Recommendations.....	9
Attachment 1 – List of Landholdings	10

10.3.2

Background

The subject property is situated at the south-east of the Katanning townsite, immediately north of the railway line. It is within a designated Industrial Area. Following closure and decommissioning of the former Saleyards, the site has been unoccupied. The land is surplus to requirements.



Aerial Image of Former Sale Yards and surrounds

The site was used as a sheep saleyards facility, including holding pens, races and ramps, hardstand, loading and parking areas and an administration/amenities building for the saleyards operations.

Whilst these yards themselves have been removed, remnants of the former facility remain. In addition to the Administration Building there are large areas of concrete hardstand, parking areas, creek crossings and 1.8 metre high chain wire mesh security fencing.

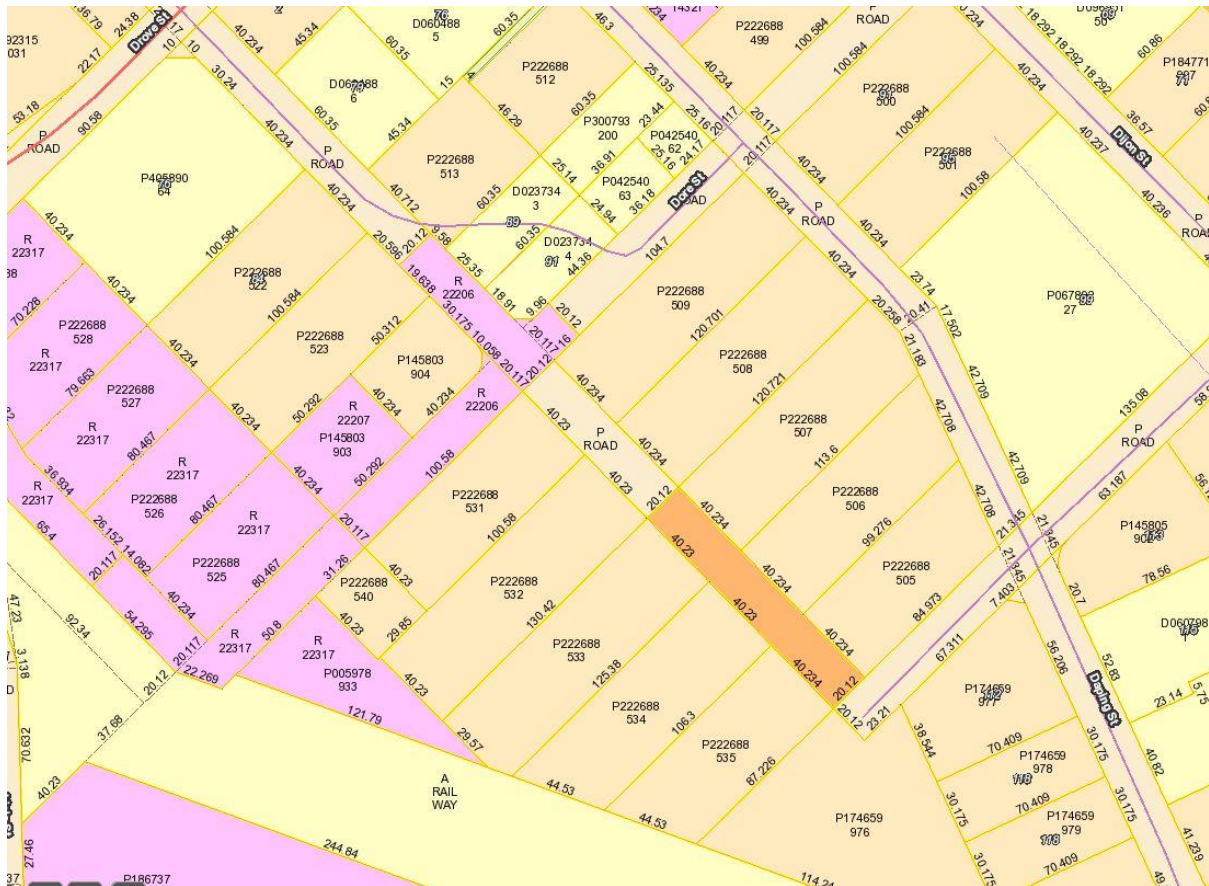
The Katanning Creek traverses Lots 505-509 and 535.

Since 2018 the Shire of Katanning has sold Lots 63, 512 and 523 to the Water Corporation, adjoining business operators and Katanning Environmental Inc. respectively.

The properties are zoned General industry under the Shire of Katanning Local Planning Scheme No. 5 (LPS5). The site is relatively flat and is comprised of regular shaped land parcels. There are opportunities to develop the land and/or offer the properties for lease or sale.

10.3.2

The former Saleyards includes sixteen (16) freehold lots owned by the Shire of Katanning, Crown Land (Reserve 22206 being Lots 934 and 1008 and Reserve 22207 being Lot 903) and sections of un-made and closed road reserves.



Cadastral detail showing tenure lot numbers and dimensions

Access

The western section of Dore Street is a bitumen sealed road, approximately 11.75m in width, with concrete kerbing and drainage. The northern section of Anderson Street (aka Dore Street) is bitumen sealed, approximately 11.5m in width, kerbed and drained road. A connecting section of the Dore Street pavement, approximately 5.6m in width, is constructed across Lots 3, 4 and 513. This section has no formal status and the pavement is sub-standard width and in poor condition.

Lot 200 fronts Daping Street. Lot 513 has frontage to Dore Street for 40m along the southern boundary. Lot 4 fronts Anderson Street for approximately 44m along the eastern boundary. Lot 509 has frontage to Anderson Street for approximately 104m along the western boundary. The northern boundary adjoins Daping Street but the creek precludes practical access. Lot 508 has frontage to Daping Street: the creek precludes access to the rear of the site. Lot 505 fronts Daping Street and Arnold Street. Lots 506 and 507 front Daping Street: bridges across the creek provide access to the rear of the lots.

Formal access is not available for the remainder of the land parcels.

Services and Utilities

Reticulated water and power are available in the vicinity, but not connected to most of the subject lots. The area is not serviced by reticulated sewer, although the pump station is located at the corner of Daping and Anderson Streets.

It would appear the water pipes aligned to the original road reserves (Dore & Anderson).



Former Sale Yards and surrounds showing indicative water and sewer services

The power lines are aligned to the Dore Street and Anderson Street road pavements, within the respective road reserves and traverse Lots 3 4 and 513.



Former Sale Yards and surrounds showing indicative power lines and poles

Planning Scheme

The subject land is zoned General Industry under Local Planning Scheme No. 5

Table 2 Objectives:

- To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.
- To allow for the continuation of existing industries and provide for the establishment of new industries that contribute to Katanning's and the region's economic growth.
- To encourage manufacturing and processing using produce from the region.
- To take advantage of the attributes of location, availability of services and transport facilities servicing Katanning and the region.
- To discourage non-industry uses that may constrain industrial activities.
- To accommodate industry that would not otherwise comply with the performance standards of light industry.
- Seek to manage impacts such as noise, dust and odour within the zone.

The southern portions of Lot 531 – 535 and Lot 540 are within Special Control Area 1 – Waste Water Treatment Plant Odour Buffer (SCA1-WWTP). Additional requirements are set out in Part 5, Clause 36 of the Local Planning Scheme. Consideration is to be given to odour emissions, compatibility and any advice from the Water Corporation. Non-habitable uses may be permitted within SCA1-WWTP.

A range of industrial and commercial uses may be considered within the General Industry zone.

Statutory Environment:

Local Government Act 1995, section 3.58 Disposing of property

Local Government (Functions and General) Regulations 1996 - Regulations 30 and 31 apply to the disposal of land.

Local Government Act 1995. - Section 3.58 relates to a disposition of local government property, including land.

Constraints and Limitations

The existing 'Office' building and associated parking areas extend across the boundary of Lots 4 and 1008 (Pt Reserve 22206) and portion of the Anderson Street road reserve. Portions of the former road reserves were closed to accommodate the building, parking areas and holding yards. As a consequence, many of the lots are landlocked and practical access to individual lots cannot be achieved.

Lots 3, 4 and 513 are severed and constrained by the connecting section of Dore Street. A formal road dedication process (possibly in conjunction with a subdivision/amalgamation or boundary rationalisation through the WAPC) would be required if this alignment were to be retained and formalised.

The Katanning Creek traverses Lots 505-509 and 535. The water course divides and constrains these lots

The Katanning Creek is Aboriginal Heritage Place 22816 - Hunting Place, Natural Feature, Water Source (Mythological Significance). There are implications and requirements under the Aboriginal Heritage Act (1972).

10.3.2

A significant Portion of the site is designated as Flood Prone and is within the 'Extent of the 1:100 AEP Flood Area' (only Lots 513, 531 and 540 are unaffected). Within the flood prone areas additional environmental, water management and drainage requirements apply. Under LPS5 development within the 'Flood way' is precluded. Development may be considered within the Flood fringe. Buildings are required to achieve 500mm vertical clearance from known flood level which is extrapolated to be between 302 – 302.75m and depending on proximity to the actual creek line and Flood way. Any future applications may be referred to DWER for comment/advice.

The southern portions of Lots 532 – 535 are designated as Bush Fire Prone Area (BFPA) as identified by the Fire and Emergency Services Commissioner; additional Planning and building requirements may apply to future development.



Aerial image showing Aboriginal Heritage Place 22816 pale blue hachured), extent of 1:100 Flood Area (blue dashed line) and designated as Bush Fire Prone Area (pink).

All the Lots are the subject of Memorial K761385 ML – *Contaminated Sites Act 2003*, Registered 4 November 2008 and are classified as 'Contaminated - Restricted Use'.

The basic summary of records search response includes the following:

- Heavy metal and nutrient contamination has been identified in surface water predominately in the eastern part of the Site in an isolated area. Heavy metal and nutrient contamination of soil is present west of Katanning Rivulet in an isolated area.

- Due to the nature and/or severity of surface water contamination at the Site, the use of surface water is not permitted, and the Site has been classified as 'Contaminated - Restricted Use'.
- The assessment found heavy metals and nutrients present in soils at concentrations ... below Health-based Investigation levels for commercial/industrial sites, as published in 'Assessment Levels for Soil, Sediment and Water' (Department of Environment, 2003).
- Based on the available information, the Site appears suitable for continued commercial/industrial land use, however further assessment of potential contamination should be undertaken before any change to a more sensitive land use (e.g. residential housing, childcare centres).
- Any future investigations conducted on the site should include soil and groundwater analysis on each lot.
- If further information regarding possible contamination of the Site is submitted to DEC, it will be reviewed and the Site may be reclassified.

The issues of contamination or potential contamination relate to the former livestock yards, vehicle loading and unloading areas and the runoff storage dams. Previous assessments of lots (subsequently disposed of) indicate that the 'Contaminated – Restricted Use' classification which allows for industrial and commercial uses is not considered detrimental to the value of the site'.

Indicative Value

An independent valuation for Lots 3, 4, 63, 200, 512 and 513 was obtained in March 2017. The Valuations at that time were in the order of \$12,000 - \$20,000 for the lots which range in size from approximately 900sqm to 3000sqm, based on \$3/m² up to \$12/m² (noting the rate per square meter is inversely proportional to lot size, i.e. the smaller the lot the higher the rate /m²).

A subsequent valuation for Lot 63 indicated an increase from \$11,000 to \$15,000, based on \$15/m² to \$18/m².

The 2020 valuation for Lot 523 (4047m²) based on \$10/m² was \$40,000.

Property values have strengthened in recent times. cursory market research suggests serviced industrial lots in Katanning are being offered for \$70k and above. The value of lots within the former saleyards precinct will vary considerably depending on available access, services and constraints.

Precincts

Notwithstanding the building encroachment issues, the five lots in the Western Precinct are relatively unconstrained and more readily serviced. Subject to demolition of the building, rationalisation of the access/crossovers and traffic controls, land disposal in this precinct is regarded as more viable and shorter term. In particular, Lot 200 could be offered 'as-is'.

The limitations and constraints in the Eastern Precinct present additional challenges, costs and timeframes. Different factors require consideration. A majority of the land parcels to the east of Anderson Street [Lots 501-509 and 531-535] are in the range of 3700sqm to 5200sqm. Larger lots are appropriate for a wide range of industrial uses so, typically, would be in higher demand. development potential within this precinct is limited due proximity to the creek and absence of infrastructure, in particular formal, practical access and effective drainage. The business case in support of construction of the eastern section of Dore Street is not strong. Given the uncertainty of

demand and the unusual circumstances within the precinct, an option could be to call to for expressions of interest from prospective purchasers/developers.

While it is generally preferable to sell or lease land separately as individual lots, given the constraints and limitations on some of the properties it is prudent to consider amalgamation as a pre-requisite or condition of sale.

Options and Actions to rectify/address the Limitations

- Western Precinct
 - Demolish the existing building given its age and poor condition.
 - Reconstruct Dore Street within the 'original' road reserve (Lot 1008), with an industrial standard cul-de-sac/turn-around or connection north through to Anderson Street.
 - Remove/modify the pavement and crossovers in Lots 513, 3 & 4 and make good
 - Relocate the overhead power line and potentially convert to underground
 - Relinquish the 'Saleyards and Parking' purpose and Management Order for Lot 1008 and seek to have the land re-dedicated as a road reserve.
- Eastern Precinct
 - Prepare preliminary road and drainage design drawings for an eastern extension of Dore Street to service Lots 501-509 and 531-535. Consider industrial standard cul-de-sac/turn-around or a bridge/culvert across the creek through to Arnold Street.
 - Obtain quotation from Western Power for headworks/connection costs
 - Compile a list of constraints and limitations for each land parcel (for disclosure) and call for expressions of interest from prospective purchasers.

Staff Recommendations

Options and Actions to rectify/address the Limitations

Western Precinct

Recommendation	Action	Cost
Recommendation 1	Demolish the existing building given its age and poor condition.	\$80,000
Recommendation 2	Reconstruct Dore Street within the 'original' road reserve (Lot 1008), with an industrial standard cul-de-sac/turn-around or connection north through to Anderson Street.	\$180,000
Recommendation 3	Remove/modify the pavement and crossovers in Lots 513, 3 & 4 and make good	\$4,000
Recommendation 4	Remove/modify the pavement and crossovers in Lots 513, 3 & 4 and make good	\$4,000
Recommendation 5	Relocate the overhead power line and potentially convert to underground	\$95,000
Recommendation 6	Relinquish the 'Saleyards and Parking' purpose and Management Order for Lot 1008 and seek to have the land re-dedicated as a road reserve.	\$2,500

Eastern Precinct

Recommendation	Action	Cost
Recommendation 7	Prepare preliminary road and drainage design drawings for an eastern extension of Dore Street to service Lots 501-509 and 531-535. Consider industrial standard cul-de-sac/turn-around or a bridge/culvert across the creek through to Arnold Street.	\$14,000
Recommendation 8	Obtain quotation from Western Power for headworks/connection costs	\$2,000
Recommendation 9	Compile a list of constraints and limitations for each land parcel (for disclosure) and call for expressions of interest from prospective purchasers	\$3,500

General

Recommendation	Action
Recommendation 10	<p>That Council:</p> <ol style="list-style-type: none"> Notes the lots at the former Katanning Saleyards Site are the subject of Memorial K761385 ML – Contaminated Sites Act, Registered 4 November 2008 and are classified as 'Contaminated – Restricted Use'; Notes that the land is zoned General Industry under Local Planning Scheme No. 5; and that The 'Contaminated – Restricted Use' classification which allows for industrial and commercial uses is not considered detrimental to the value of the site nor is it inconsistent with the current General Industry zoning and therefore the Council is not obligated to remediate the site as a pre-requisite to sale or development and Council does not intend to amend the zoning.

Attachment 1 – List of Landholdings

Former Saleyards – List of Landholdings			
Lot number	Certificate of Title	Proprietor	Formal Access
3	1220/318 D 23734	Shire of Katanning	No
4	1220/317 D 23734	Shire of Katanning	Yes Anderson St
200	185/93A D 300793	Shire of Katanning	Yes Daping St
505	1195/835 P 222688	Katanning Road Board	Yes Daping & Arnold St
506	1195/835 P 222688	Katanning Road Board	Yes Daping St
507	1195/835 P 222688	Katanning Road Board	Yes Daping St
508	1195/835 P 222688	Katanning Road Board	Partial Daping St
509	1195/835 P 222688	Katanning Road Board	Yes Anderson St
513	2954/465 P 222688	Shire of Katanning	Yes Dore St
531	510/144 P 222688	Katanning Road Board	No
532	1081/739 P 222688	Katanning Road Board	No
533	1081/739 P 222688	Katanning Road Board	No
534	1081/739 P 222688	Katanning Road Board	No
535	1081/739 P 222688	Katanning Road Board	No
540	1081/739 P 222688	Katanning Road Board	No
904	824/90 P 145803	Katanning Road Board	No
903	Reserve 22207 P 145803	Current Purpose: Saleyards	No
934	Reserve 22206 P 91584	Current Purpose: Saleyards & Parking	No
1008	Reserve 22206 P 91584	Current Purpose: Saleyards & Parking	Yes
Un-made Road	1620sqm Land ID: 3095025		n/a
Closed Road	2429sqm Land ID: 3095026		n/a
Dore Street	2843sqm Land ID: 3474653		

10.3.2

Anderson Street	2107sqm Land ID: 3474655		
Arnold Street	19547sqm Land ID: 3474652		

COUNCIL POLICY

Shire of Katanning Independent Living Units – Eligibility Criteria Policy

Policy No:	6.19
Policy Subject:	Shire of Katanning Independent Living Units – Eligibility Criteria Policy
Objectives:	To outline the process and criteria that applies to the four independent living units located at Kaatanup Loop (Piesse Lake) Katanning
Policy Statement:	These units were funded through Royalties for Regions (Regional Aged Accommodation Program (RAAP)) Funding via the State Department of Primary Industries and Regional Development and this eligibility criteria for these units should not be altered without first seeking written approval of the Department.

Process:

1. Three (3) lists of interested and eligible tenants is maintained by the Shire (see eligibility criteria below);
2. Each list is prioritised in date order when prospective eligible tenants lodge an interest (first in, first served);
3. When a unit becomes vacant, it is offered to the first person on the list for Band A. If the first person offered declines, then it is offered to the next person on the list until such time as a prospective tenant accepts;
4. If the unit cannot be tenanted from the list for Band A, it is offered to the first person on the list for Band B. If the first person offered declines, then it is offered to the next person on the list until such time as a prospective tenant accepts;
5. If a prospective tenant refuses an offer, they retain their relevant position on the list;
6. The Shire does not maintain a priority list;
7. Once a Unit is leased, the lease agreement is valid until such time as the lessee may not operate independently as defined under the lease agreement;
8. Carers are permitted to live-in but once a lease holder ceases occupation, the Carer must vacant the premises as well.

Eligibility Criteria:

To be eligible to be placed onto the list for Band A or Band B referred to above, residents must:

- a) Satisfy the means testing outlined in the (former) Department of Housing Community Housing Income and Asset Limits' Policy – refer to https://www.housing.wa.gov.au/HousingDocuments/Community_Housing_Income_and_Asset_Limits_Policy.pdf; and
- b) Be over the age of 65 years at the commencement of the lease (over the age of 55 years for indigenous Australians);

If there are no applicants on the waiting list that meet the criteria above, or if the offer to lease is not taken by anyone on the list for Band A or List for Band B, then the unit may be offered to residents on a waiting list established by the Shire of Katanning for other accommodation in accordance with the policy or procedure for those housing units.

Resolution No:

Resolution Date:

Amended:

Source: Community Services and Facilities

Review

Responsibility: Chief Executive Officer

10.3.4



Shire of
Katanning

WORKFORCE PLAN

2021 - 2023





CONTENTS

Message from the Chief Executive Officer	2
Legislative Context	3
Overview of the Integrated Planning and Reporting (IPR) Framework	3
The External Environment	4
Council Services, Compliance and Support	8
Organisational Structure	10
Workforce Demographics	11
General Attributes and profile	12
Current Workforce Challenges and Strategies	18
Future Direction	19
Future Workforce Challenges or Issues	22
Integration and Implementation Plan	37



MESSAGE FROM THE CHIEF EXECUTIVE OFFICER



Strategic workforce planning addresses the Integrated Planning and Reporting requirements of the WA Local Government Act. We have embraced the concept that has afforded us the opportunity to refocus and refine our organisational structure and encourage our workforce to be innovative in providing more efficient and effective functions and services. We are committed to continuous improvement and will ensure the goals and strategies of our Strategic Community Plan and the operational activities of our Corporate Business Plan are enacted through appropriate resourcing and skills development in our workforce.

Through this development to this workforce plan we have identified areas we can work on to build a strong, resilient workforce who will be adequately

resourced to meet changing environments workloads and challenges. We will continue to review our business management systems and technology platforms to keep abreast of change, to offer our community increased ways to communicate with us and to be confident we are appropriately managing our governance and record keeping functions. Implementation of the proposed strategies and robust monitoring and review processes will keep us on track and outcomes will be communicated through our Annual Report.

Julian Murphy
CHIEF EXECUTIVE OFFICER

Legislative Context

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

Overview of the Integrated Planning and Reporting (IPR) Framework

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

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

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

Asset Management Plan (AMP): Records the Shire assets, service levels, activities and strategies to

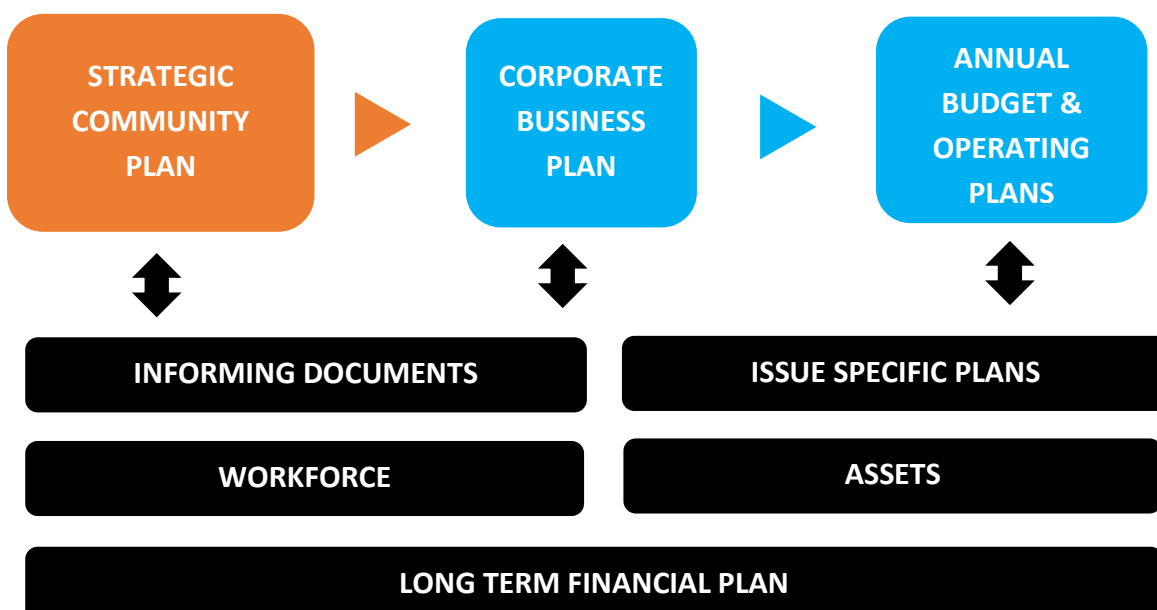
ensure physical assets and infrastructure are appropriately managed and maintained, and how they will be disposed of or replaced at the end of their lifecycle.

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

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

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

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



THE EXTERNAL ENVIRONMENT

Shire of Katanning

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

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

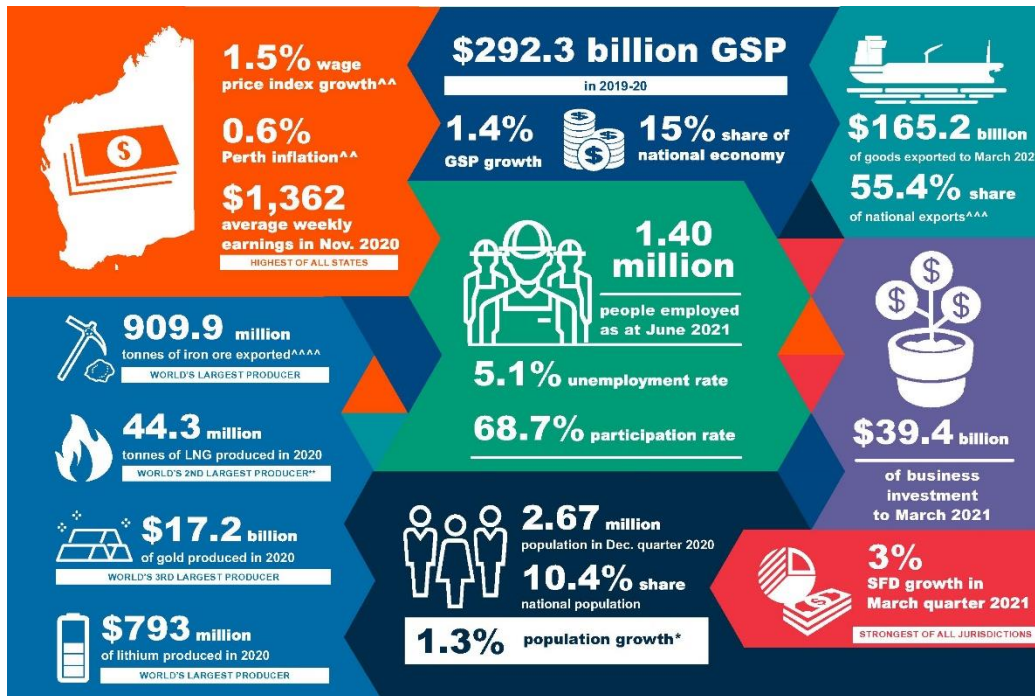
The agricultural industry is the largest generator of employment in Katanning, producing cereal and grain crops, wool, sheep and cattle as well as secondary agricultural industries. The local abattoir, The Western Australian Meat Marketing Co-operative (WAMMCO), operates an internationally acclaimed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



The Katanning community is diverse in all aspects and particularly prides itself on its multicultural diversity. It is recognised as one of the most culturally diverse communities in Western Australia, and became a refugee welcome zone in 2014. As well as having a large Indigenous community, Katanning is home to Malay, Indonesian, Afghan, Chinese, Karen and many other cultures, all coming together to creating a culturally diverse community. To celebrate this, the Shire of Katanning hosts the Katanning Harmony Festival each March as part of WA Harmony Week. Ref Katanning Strategic Community Plan 2017 – 2027. Population: 4,151 • Median age 40. The highest number of people in one age group is 7.9% in the 50-54 years old bracket • Highest country of birth is Australia 65.5% - Indigenous Australians 7.5% and Myanmar 3.7% of the population. • Median weekly household income \$1,205.00 • Most common language spoken at home is English with 17.5% households where a non-English language is spoken. • 72% of household are connected to the internet. • 20% of adults in Katanning volunteer. Ref ABS Census 2016.

HIGHLIGHTS OF WA ECONOMY AND EMPLOYMENT ENVIRONMENT

The COVID-19 pandemic and WA snap lockdowns (5 days in February 2021 and 3 days in March 2021) has seen softer employment market. As at July 2021, there were 1.40 million people employed and 5.1% unemployed compared to 6.3% average unemployment in July 2020.



Highlights of WA economy as at 15 July 2021

* annual average growth 2020

** based on 2019 global trade data

[^] annual sum March quarter 2021

^{^^} annual average to March quarter 2021

[^][^] annual share to May 2021

[^][^][^] annual sum to May 2021

Source: of Treasury – Highlights of WA Economy



KATANNING EMPLOYMENT ENVIRONMENT

	2006			2011			2016		
<i>Count of persons aged 15 years and over residing in Katanning</i>	Males	Females	Total	Males	Females	Total	Males	Females	Total
Managers	205	99	307	197	106	298	172	97	262
Professionals	76	127	200	90	131	223	81	132	215
Technicians and Trades Workers	224	43	270	242	52	292	216	42	250
Community and Personal Service Workers	25	106	127	31	116	150	32	118	143
Clerical and Administrative Workers	28	148	177	22	154	176	19	139	163
Sales Workers	65	97	157	59	90	148	59	91	148
Machinery Operators and Drivers	90	3	91	89	10	96	96	12	111
Labourers	278	151	428	226	134	359	292	132	424
Inadequately described/Not stated	13	17	31	26	16	44	28	10	38
Total	1,002	782	1,785	977	810	1,788	987	773	1,759

Number of Businesses in Katanning As at 30 June	2013	2014	2015	2016
Non-employing businesses	269	266	261	260
Employing businesses: 1-4 employees	143	141	145	154
Employing businesses: 5-19 employees	46	53	52	50
Employing businesses: 20 or more employees	10	12	12	10
Total number of businesses	470	477	465	471

Business Entries - Year ended 30 June

Employing business entries	20	25	23	22
Employing business entries: 1-4 employees	9	11	10	16
Employing business entries: 5-19 employees	3	5	--	4
Total number of business entries	27	43	33	39

Business Exits - Year ended 30 June

Non-employing business exits	26	31	22	24
Employing business exits: 1-4 employees	6	3	4	9
Employing business exits: 5-19 employees	--	4	5	3
Total number of business exits	32	38	31	37

Number of Businesses by Industry - As at 30 June

Agriculture, Forestry and Fishing	203	208	206	198
Manufacturing	14	14	13	12
Electricity, Gas, Water & Waste Services	3	--	--	--
Construction	40	40	37	35
Wholesale trade	9	5	12	10
Retail trade	39	31	33	33
Accommodation and food services	15	10	17	19
Transport, Postal and Warehousing	25	21	26	27
Financial and insurance services	8	9	11	14
Rental, Hiring, & Real Estate Services	41	47	48	45

10.3.4

Professional Scientific & Technical Services	20	15	21	21
Administrative and support services	14	10	8	13
Public administration and safety	--	3	--	--
Education and training	3	3	3	3
Health care and social assistance	9	13	17	16
Arts and recreation services	3	--	--	--
Other services	29	30	26	27
Currently unknown	3	3	3	3
Number of Businesses by Industry - Total (no.)	470	477	465	471

Ref ABS 2016 Census.



THE INTERNAL ENVIRONMENT

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



COUNCIL SERVICES, COMPLIANCE AND SUPPORT

Governance

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

Corporate and Community

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

- Cultural Services, Harmony & Inclusion.
- Crime Prevention.

Infrastructure and Assets

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

10.3.4

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

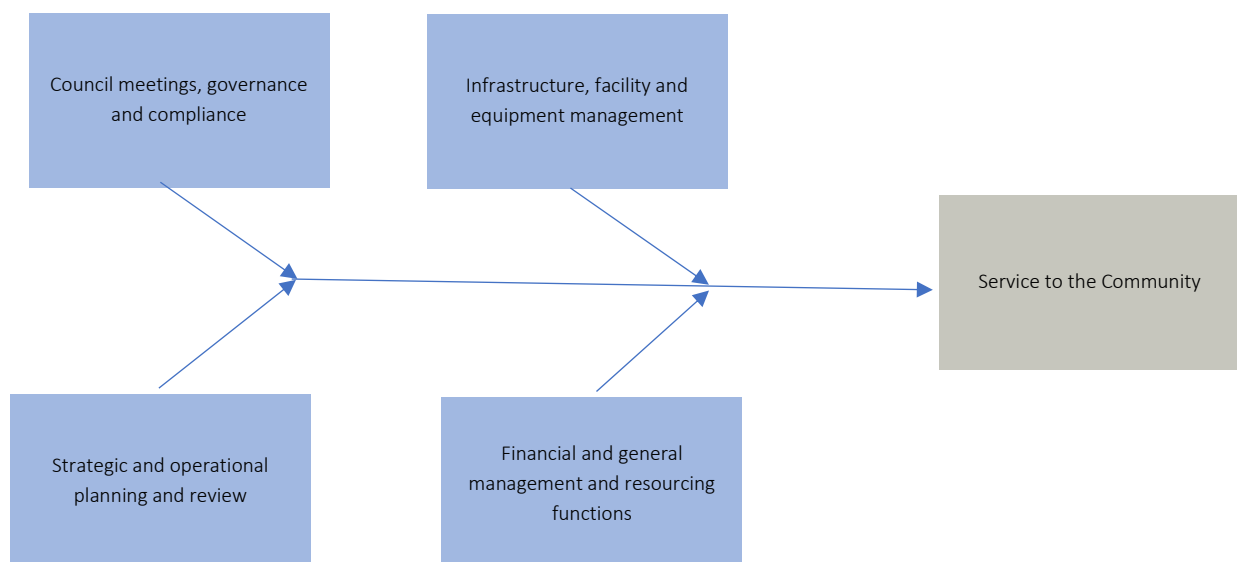
providing cost effective and sustainable services, programs and facilities for the community.

These functions and services include but are not limited to:

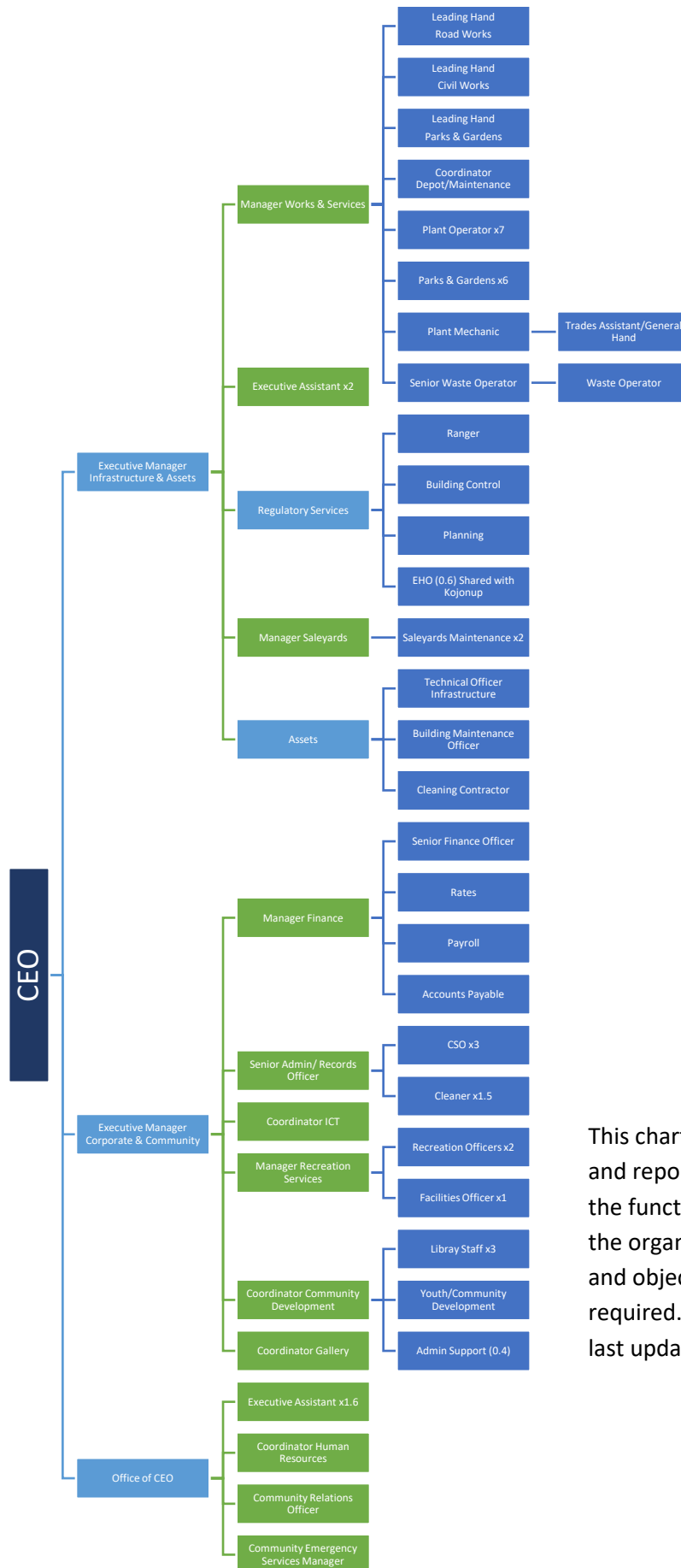
- Administration and financial management
- Legislative compliance and reporting
- Council and management meetings
- Community consultation, engagement, advocacy and lobbying
- Strategic and operational planning
- Staff training, development, performance management and mentoring
- Funding applications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



LOCAL GOVERNMENT SERVICE DELIVERY MODEL



ORGANISATIONAL STRUCTURE 2021



This chart demonstrates the resources and reporting lines required to deliver the functions and services that achieve the organisational and community goals and objectives, these are adjusted as required. The organisation structure was last updated in January 2021.

ORGANISATIONAL WORKFORCE DEMOGRAPHICS

The Shire is required to deliver services and support as outlined above in a cost-effective manner, ensuring there are the right skills and the right number of people in place to meet organisational goals and objectives. From the payroll data extracted in July 2021, analysis shows there are 85 employees, with a 52 %/ 48 % male to female ratio. Permanent staff (65) work 59.03 full time equivalent hours and 20 casual staff are employed to work set or ad hoc hours to meet needs. Of those 11 are employed at the Katanning Leisure Centre. The workforce has an average age of 43 years with a good spread across all age groups. The Shire is required to deliver services and support as outlined above in a cost-effective manner, ensuring there are the right skills and the right number of people in place to meet organisational goals and objectives.

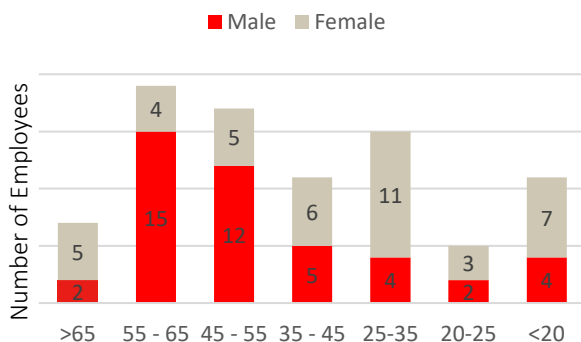


GENERATIONAL ATTRIBUTES AND PROFILE

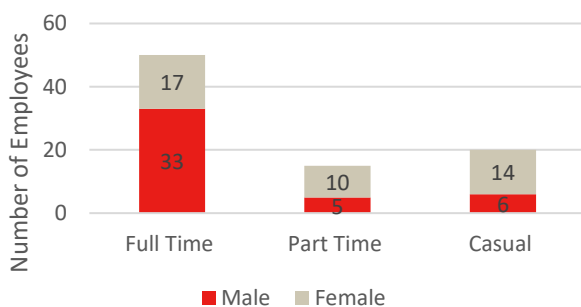
Today's employers are facing a workplace where in theory, there could be employees ranging from 16 to 80 in the workplace. This has huge implications for management at all levels in terms of managing the needs and expectations of Millennials, Generation X, Y and the Baby Boomers. To manage this trend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

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

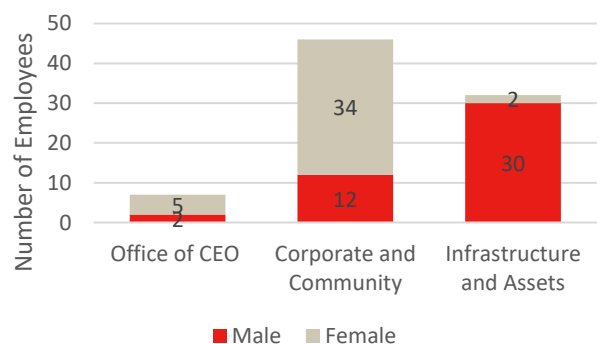
Age and Gender of Employees



Employment Categories



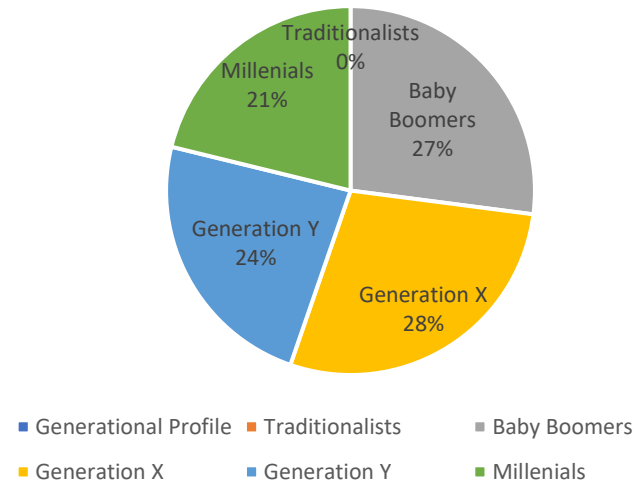
Divisional Profiles



YOUTH PROFILE

Review of the employment types and career path opportunities for people under 25 has shown there are 11 people under 20 years as casuals in Leisure Services. This does not generally offer a longer-term career development opportunity. There are 7 employees aged from 20 – 25 years, of whom 3 are casuals and 4 are full time in Corporate and Community and Infrastructure Assets department. While there is an appetite for young people under 18 to seek casual employment, there is the opportunity the Shire to further develop strategies for on the job training, cadetships, traineeships and apprenticeships to offer them career development.

Generation Groups



Working Generation Group	Birth Year		Age	
Traditionalists (Silent Generation)	1925	1945	76	96
Baby Boomer Generation	1946	1964	57	75
Generation X (Baby Bust)	1965	1979	42	56
Generation Y - The Millennial - Gen Next	1980	1995	26	41
Generation Z	1996	2010	11	25

“ Today’s employers are facing a workplace where in theory, there could be employees ranging from 16 to 80 in the workplace ... ”



WORKFORCE DIVERSITY AND EQUAL OPPORTUNITY SURVEY RESULTS

The Shire is committed to being an equal employment opportunity organisation and aims to have an appropriately diverse workforce. The amount of employees from cultural and linguistic diverse backgrounds has increased and it is

predicted that the trend will continue. Our diversity profile is annually audited through the Local Government Equal Opportunity Survey. The 2021 results are outlined below.



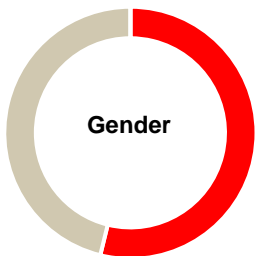
5.0%
People with disability



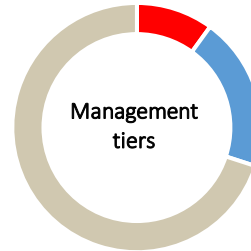
5.0%
Aboriginal and Torres
Strait Islander



18.8%
Culturally and
linguistically diverse



Male 52%
Female 48%



1 Management Tier 1
2 Management Tier 2
5 Management Tier 3

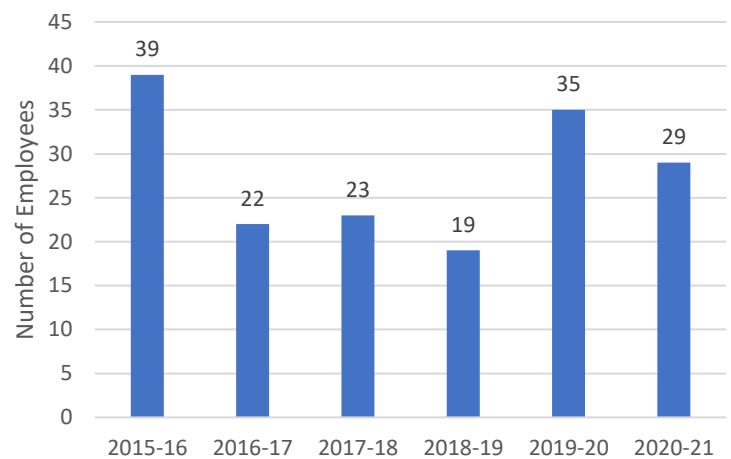


RECRUITMENT AND RETENTION

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

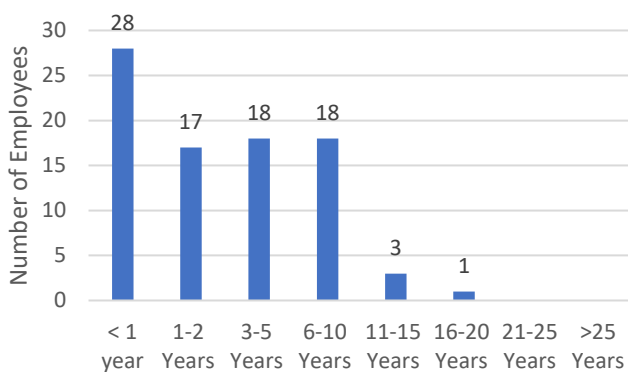
Future recruitment processes may offer the opportunity to maximise the employer of choice reputation and increase the opportunities for employing local and regional residents. Advertising with local media businesses for general positions will also support the local economy. Recruitment opportunities are now attractive a competitive field of candidates indicating improvements to the Shires reputation as an employer of choice.

Annual Staff Turnover



TOTAL YEARS OF CONTINUOUS SERVICE OF EMPLOYMENT

Length of Service



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



WORKFORCE FINANCIAL PROFILE

The table below reflects workforce costs across the term of the previous workforce plan and is included to determine employment trends and costs / savings of workforce planning strategies over time, and to support projection of costs in the LTFP. Where there are variances between

budgeted costs and actual costs, there may be positions that are vacant for a length of time through recruitment processes over the financial year or in succession planning where roles may overlap for a period to effect knowledge transfer.

Employee Costs	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Actual	\$4,361,862	\$4,523,268	\$4,278,399	\$4,578,759	\$4,305,220	\$4,154,392
Adopted Budget	\$3,427,237	\$4,166,556	\$4,478,406	\$4,860,350	\$4,252,067	\$4,139,040
Total Operating Costs						
Actual	\$10,367,038	\$12,843,278	\$13,765,982	\$13,166,596	\$13,221,552	\$13,147,952
Adopted Budget	\$9,757,941	\$10,350,935	\$13,098,736	\$13,436,596	\$14,469,614	\$14,250,703
% Employee Costs Operating Costs						
Actual	42.07%	35.22%	31.10%	34.77%	32.56%	31.59%
Adopted Budget	35.12%	40.25%	34.19%	36.17%	29.39%	29.04%

TEMPORARY WORKFORCE

Temporary labour employment costs are not necessarily included in the budgeted employment costs above. A review in relation to any spending in this area of temporary staff is recommended, to

ensure legislative requirements in tendering and procurement practices are met. Policies and procedures should also be reviewed and updated as part of the workforce management strategy.



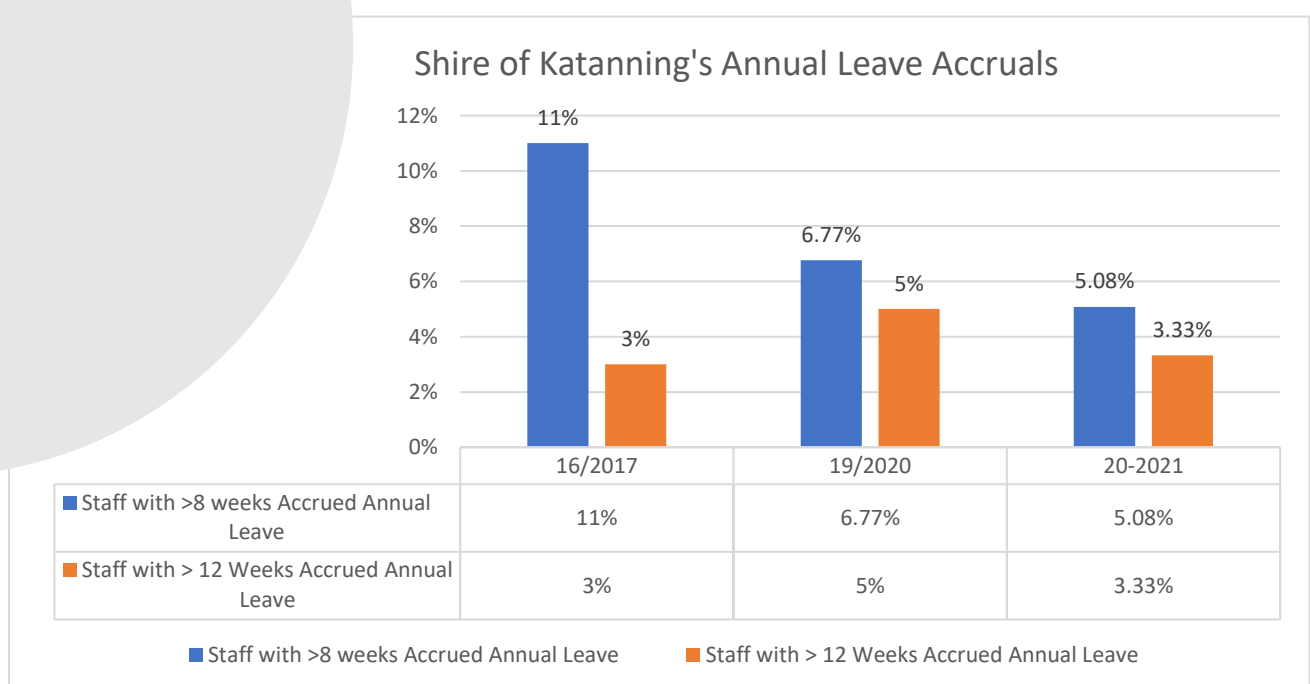
BENCHMARKING

Participation in a Local Government Performance Excellence Program carried out by Price Waterhouse Cooper (PWC) in 2017 demonstrated that in many areas the Shire is performing well. In the workforce context, there are some areas that may benefit from further review, and /or performance or service delivery improvement strategies. The PWC review below indicates the Shire of Katanning performance in relation to their WA Survey Population (WASP) of like Shires.

These outcomes for the Shire of Katanning need to be read in the context of the major issues that occurred in the workforce pre - 2015 and changes in CEO and Council in 2015. Areas such as turnover, lost time injury and sick leave days can be attributed in the main to the workforce and management issues are now largely resolved.

Metric	Katanning 16	WASP16	Metric	Katanning	WASP
FTE per 100 residents	14.8	5.5	Remuneration as % of population	36%	40%
Overtime \$A per FTE	\$994	\$1023	Span of Control per manager	7.3	3.2
Rookie Rate % new staff in last 2 years	26%	25%	Staff turnover rate	17%	15%
Staff turnover rate in 1 st year of employment	0%	18%	Gen Y turnover rate	28%	20%
Female staff turnover rate	14%	29%	Female managers and above	14%	29%
Baby Boomer employees	44%	38%	Gen X Employees	24%	35%
Gen Y Employees	32%	27%	Succession Planning Program?	No	No (87%)
Staff with > 8 weeks of accrued annual leave	11%	8%	Staff with > 12 weeks accrued annual leave	3%	6%
Median sick leave days taken by workforce	6.1%	5.3%	Actual training spending per FTE	\$695	\$974
Supervisors and above with formal annual performance appraisal*	82%	75%	Lost time injury days per 100 employees	41	99

Changes in management practices are seeing leave accruals being reduced. Table below shows a comparison from the last time the Shire of Katanning participated in the Local Government Performance Excellence Program.



STAFF SATISFACTION SURVEY

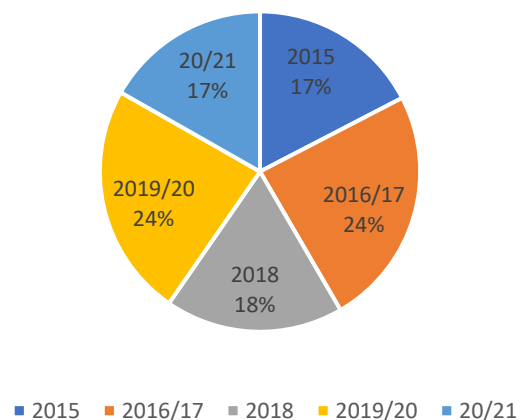
The capacity, capability and staff satisfaction survey was carried out in October / November 2015 and there were 28 completed responses. 39 staff participated in the survey conducted in 2016/17, 29 in 2017/18 and 38 in 2019/2020. In 2021 the survey was repeated to determine the impact of the workforce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

The staff survey conducted in 2021, showed a significant increase in staff satisfaction compared to 2020.

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

All work areas participate in monthly staff meetings with risk and safety issues reported through to the safety committee. Governance

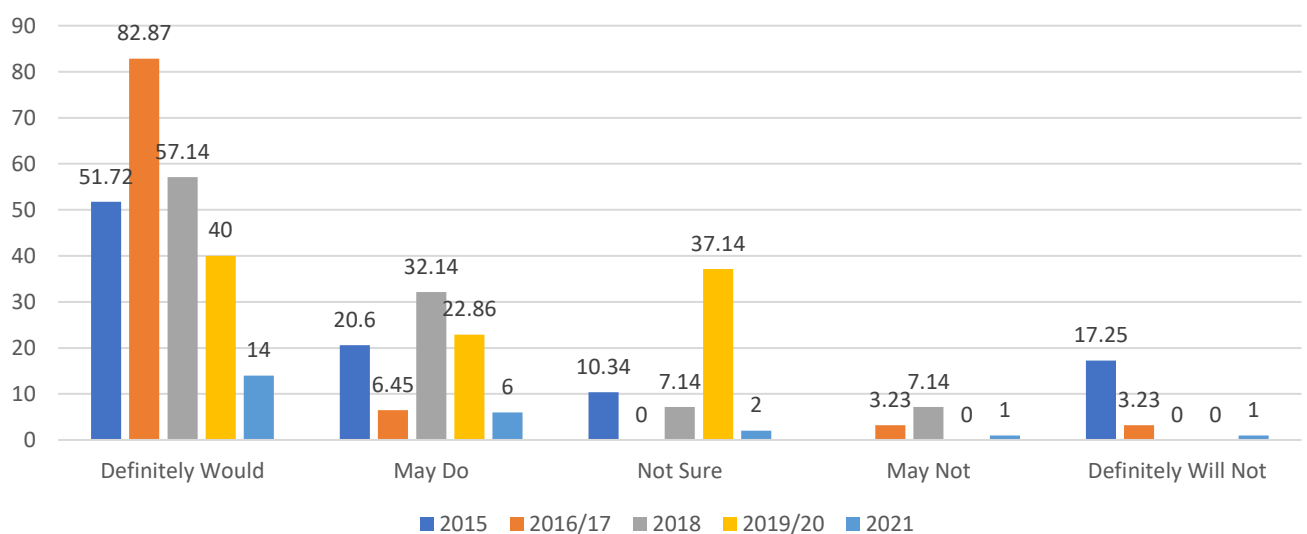
Staff Satisfaction Survey



risk and safety issues are considered at monthly senior staff meetings and a feedback provided to staff. All staff are able to participate in a whole of staff meeting following each Council meeting.

There was a significant improvement in the responses to the survey question from 2015 – 2021 as outlined below – *How likely are staff to recommend this Local Government to others as an employer?*

Likelihood of Recommendation



CURRENT WORKFORCE CHALLENGES AND STRATEGIES

While there have been significant improvements in the workplace culture, refinement in roles tasks and adjustments to the organisational structure,

work practices and team building there are still issues to be resolved as outlined below.

Identified Issue	Proposed Mitigation Strategies	Potential Outcomes
Lack of skilled employees	Conduct a Training Needs Analysis, identify gaps in skills and knowledge. Provide appropriate training and development opportunities and create mentoring programs.	Improved efficiency, effective productivity, stable and skilled teams.
Attraction and retention	Recognise and reward good behaviour, provide training and development, recruitment and selection procedures and encourage internal appointments.	Job satisfaction, recruitment and retention of skilled staff. Cost savings in recruitment and training new staff.
Mental health	Provide health and wellbeing programs, information sessions on mental health and stress.	Improved efficiency and effectiveness, less sick/stress days taken.



FUTURE DIRECTION

The Strategic Community Plan 2017 – 2027 has been updated after extensive community engagement to set the vision for the next 10 years. Its relevance to the workforce plan is to ensure there is integration between community goals and

aspirations and the core business of the Shire to ensure capacity and capability to deliver on expectations. It is broken into five key result areas – **Economic, Leadership, Social, Natural Environment** and **Built Environment**.

COLLABORATION

We will work as a team, creating partnerships to achieve our vision

LEADERSHIP & ACCOUNTABILITY

We will be ethical and act with integrity. We will lead by example, set direction, provide good governance and be responsive to our community.

OUR VISION

“A prosperous, vibrant and diverse community working together

INCLUSIVE & REPRESENTATIVE

We will engage with our community to ensure our actions are representative of our community's needs and values.

RESPECT

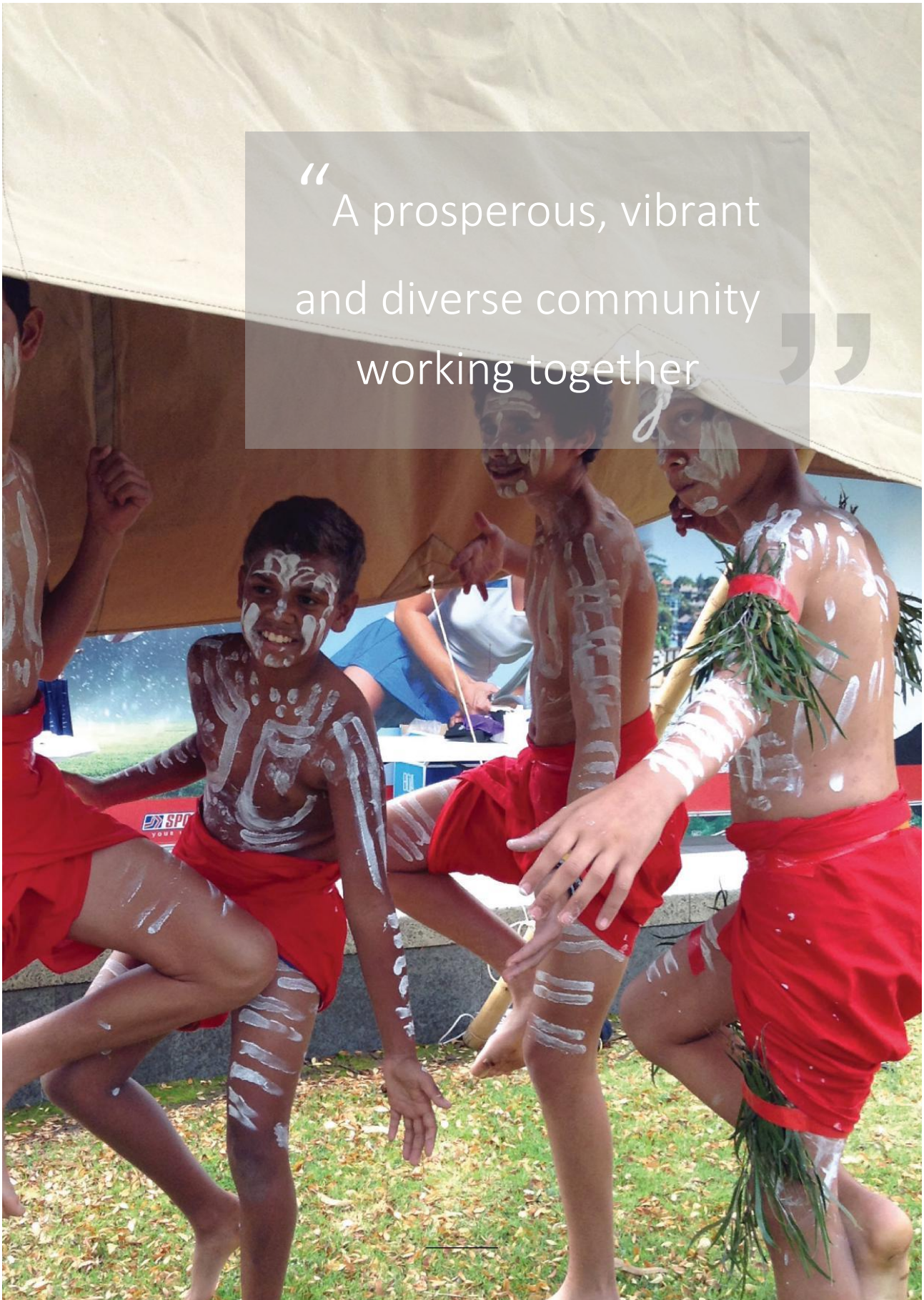
We will be respectful of people, ideas, culture and environment.

SAFETY

We will work together to establish and sustain strong, safe and healthy community



“ A prosperous, vibrant
and diverse community
working together ”



KEY RESULT AREAS

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

aspirations are sorted into the following five key results are:

ECONOMIC

- Local business and industry is resilient and growing.
- A great place to live and visit.
- Sustainable economic and population growth.
- A culture of learning.

LEADERSHIP

- An inclusive community, recognised as a great place to live and visit.
- A collaborative, progressive and resilient Local Government which is sustainably resourced.

NATURAL ENVIRONMENT

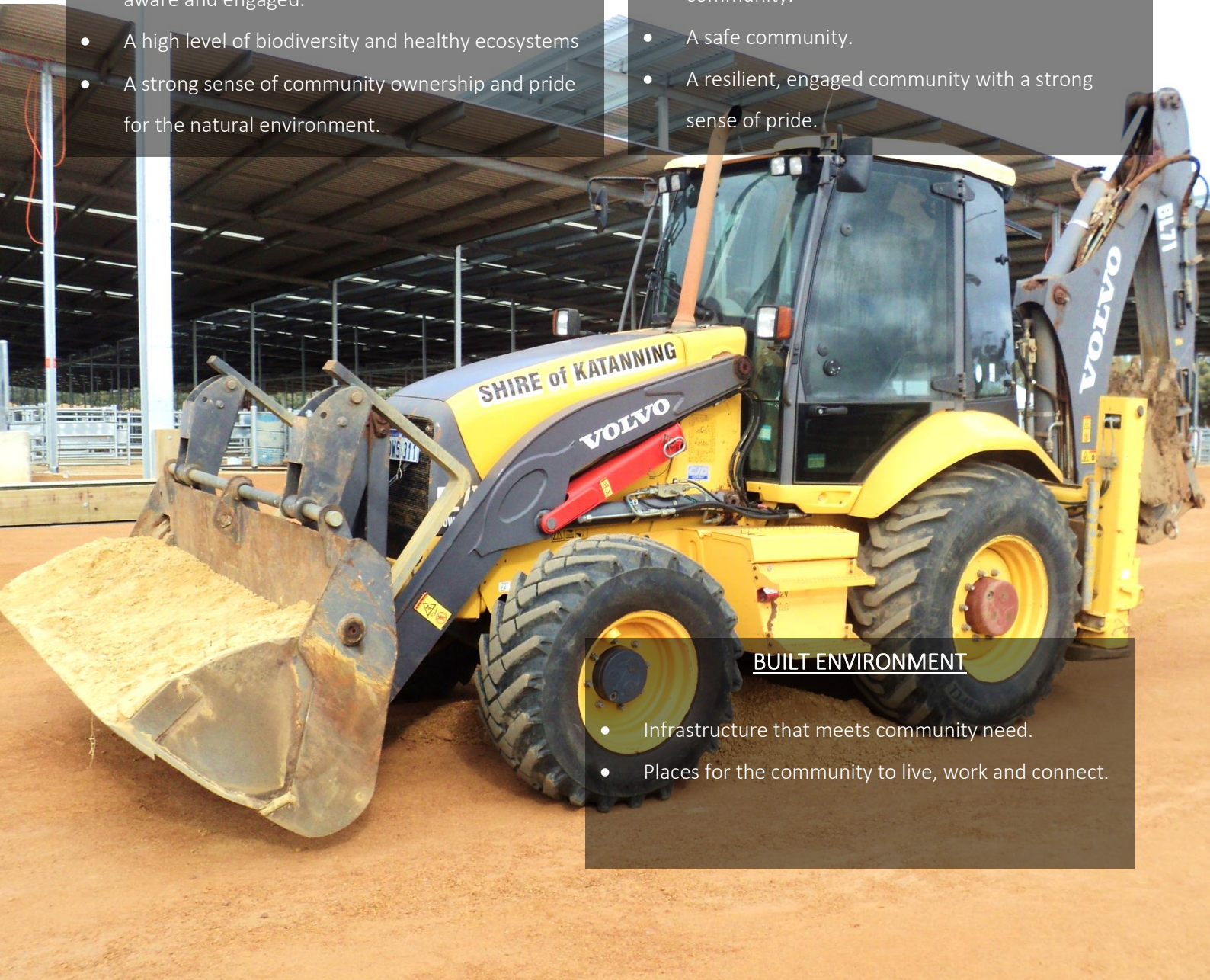
- A Community and Council that are environmentally aware and engaged.
- A high level of biodiversity and healthy ecosystems
- A strong sense of community ownership and pride for the natural environment.

SOCIAL

- A capable, vibrant, healthy and connected community.
- A safe community.
- A resilient, engaged community with a strong sense of pride.

BUILT ENVIRONMENT

- Infrastructure that meets community need.
- Places for the community to live, work and connect.



Integrating SCP Vision Goals and Community Aspirations into the Workforce Plan

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

Future Workforce Challenges or Issues.

In activating the SCP through the CBP there will be implications on skills and resources through new initiatives, increased/reduced services or service levels and in planning and development functions. The table below outlines the Key Results Areas of the SCP that will require a review of capacity and capability to ensure delivery on objectives. Specific actions and timelines will need to be identified to ensure the right people with the right skills and resources will be available to meet these community expectations in a timely manner. It would be generally considered that increased skills and capacity that may be needed in stages over the four - year period would be identified and presented in a business case through normal business channels. Traditionally in the first year of the implementation of the plan there is the essential work of planning the strategies and scoping projects. That may require some additional resourcing for immediate implementation activities that can't be absorbed in current workload that would be communicated to relevant stakeholders and negotiated subject to budget availability and priority/timeline pressure.



Key Result Area 1 – Social

People believe Katanning is a friendly town with a good community spirit

S1 Aspiration – A capable, vibrant, healthy and connected community

Objective S.1.1				
Provide sport, recreation and leisure opportunities that contribute to the health and wellbeing of our growing and diverse community.				
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable Outcome
S1.1.1 Promote sport, recreation and leisure facilities ensuring that they are inclusive of the diverse needs of the community.	<ul style="list-style-type: none"> Review KLC & KAC facilities to ensure they meet community needs. Lead strategic planning to maximise future use of recreational facilities and sporting grounds. 	Consultative Services May be required	EMCC KLC Manager	Complete Facilities Review
S1.1.2 Support and promote a range of leisure, sport and recreation programs and initiatives.	<ul style="list-style-type: none"> Review KLC & KAC programs to ensure they meet community needs. Seek opportunities to expand the depth of offerings in leisure, sport and recreation areas. 	Funded short term roles may be required	KLC Manager & EMCC KLC Manager	Complete Program Review Opportunity harnessed, and new programs & initiatives are being offered in the leisure, sport and recreation areas.
S1.1.3 Maintain attractive public spaces that facilitate opportunities for the community to connect.	<ul style="list-style-type: none"> Implement projects related to the Welcome, Town Centre and Piesse Park precincts. 	Maintain Project Team. There are 17 separate projects to develop and track to completion	EMIA	All projects are completed (FY 2019- 20)
Objective S1.2				
Optimum quality of life for all citizens with access to health and other support services that meet the needs of our community.				
S1.2.1 Work with our community and key partners to address the needs of our Aboriginal community.	<ul style="list-style-type: none"> Preserve and share local Aboriginal culture and history where opportunities arise. Develop and implement a Reconciliation Action Plan (RAP) with input from the local Aboriginal community. 	Consultative Services May be required	CD&P Coordinator CD&P Coordinator	Reconciliation Action Plan Completed. Increase in number of opportunities to learn about Aboriginal Culture.
S1.2.2 Advocate for equitable access to services, activities and facilities for people of all abilities and diverse needs.	<ul style="list-style-type: none"> Identify and advocate to improve local service provision. Review and update the DAIP (Disability Access & Inclusion Plan) annually, in 	Nil Nil	EMCC CDO	Number of activities supported. DAIP Plan is reviewed, updated and is available to the public
Objective S1.3				
Ensure access to art, culture and learning opportunities				
S1.3.1 Promote arts and culture strategy.	<ul style="list-style-type: none"> Develop and implement a Cultural Plan. Support and nurture a vibrant Arts community. 	Consultative Services May be required Staff resources to deliver programming may be required.	CD&P Coordinator	Culture Plan complete and is being implemented. Initiatives are delivered that support and nurture the arts community
S1.3.2 Support and develop community events and arts initiatives.	<ul style="list-style-type: none"> Source funding and co-ordinate delivery of initiatives that support art, culture and learning. 	Nil	Gallery Coordinator	Funding secured. Initiatives delivered.
	<ul style="list-style-type: none"> Provide in kind support and venues to projects that deliver events to the community. 	Nil	KLC Manager Library Coordinator Gallery Coordinator	In kind venue/support provided.

S1.3.3 Support initiatives to highlight our history and heritage and enable the community to enjoy a variety of cultural experiences.	<ul style="list-style-type: none"> Collaborate with and provide support to local historical groups. 	Nil	CD&P Coordinator	Number of activities supported
	<ul style="list-style-type: none"> Develop heritage trails and collaborate with existing trails to broaden the appeal and showcase the Great Southern Region. Advocate to attract additional funding via Heritage Grants. 	Nil	EMCC EMCC	Completion of trails
S1.3.4 Maintain a contemporary Library and Gallery.	<ul style="list-style-type: none"> Develop and implement innovative Library services. Plan and deliver Art Exhibitions that engage our community. Explore options for the future upgrade of Library and Gallery. 	Consultative Services May be required	CD&P Coordinator Library Coordinator Gallery Coordinator Library Coordinator	<p>Completion of a plan to guide the development of innovative Library service delivery.</p> <p>Exhibitions delivered.</p> <p>Develop a plan to upgrade the Library and Gallery.</p>
S1.3.5 Support the delivery of quality education options.	<ul style="list-style-type: none"> Advocate and support the expansion of choice in educational options and opportunities. Advocate for improved linkages between Secondary School and TAFE. Support the Great Southern Middle School Project. 	Nil	EMCC	Advocate



S2 Aspiration – A safe community

Objective S2.1	Strive for a community where people feel safe and secure at all times.			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
S2.1.1 Support emergency and fire management planning, response and recovery.	<ul style="list-style-type: none"> Review, keep current and implement the LEMC (Local Emergency Management Committee) Plans with key stakeholders. Support LEMC by providing administrative support. Develop and implement Bush Fire Risk Management Plans in conjunction with DFES. Provide community education on Fire risks and mitigation strategies. 	Nil	CEO, CESM	Hold 4 LEMC meetings per year, Number of community events/promotions.
S2.1.2 Ensure effective management of animals within the community.	<ul style="list-style-type: none"> Deliver proactive and responsive Ranger Services. Develop and implement programs to encourage responsible pet ownership in our communities. 	Nil Nil	EMIA, Ranger EMIA, Ranger	Higher level of animal compliance and licencing Education through compliance responsible pet ownership.
S2.1.3 Promote and support activities and opportunities that contribute to a sense of community safety, ownership and wellbeing.	<ul style="list-style-type: none"> Develop and deliver programs that will enhance community safety, ownership and well-being. Collaborate and partner with local organisations, such as the Katanning Hub Community Resource Centre (CRC), Neighbourhood Watch and Katanning Action Network (KAN) to promote appropriate activities. Lobby State Government to provide upgrades to Katanning Police Station. Support community-based measures that will increase provision and delivery of Allied Mental Health Services. Advocate for improved services for the local Migrant Centre. 		CD&P Coordinator EMCC CEO CEO CEO	Number of Programs delivered Number of Collaborations undertaken
	<ul style="list-style-type: none"> Increase CCTV coverage in our CBD. 		ICT Security Officer	



S3 Aspiration – A resilient, engaged community with a strong sense of pride.

Objective S3.1				
Build a unified community that embraces its uniquely diverse cultural make up.				
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
S3.1.1 Actively work with our diverse community to strengthen relationships and engender community spirit.	<ul style="list-style-type: none"> Seek out opportunities to engage with our diverse range of community groups and develop meaningful ways to promote our diversity, such as the Harmony Festival. 	Nil	CD&P Coordinator	Number of engagement opportunities harnessed
Objective S3.2				
Build social resilience through providing diverse options for participation and engagement.				
S3.2.1 Engage our local youth.	<ul style="list-style-type: none"> Identify opportunities to engage with the youth demographic. Develop and implement a Youth Engagement Plan (YEP). Review Shire Youth Activity funding and seek external funding opportunities to deliver programs. 	Nil	CDO	Attend 4 meetings per year with KSHS Leadership Group. Consultation with local Rotarac. Plan completed Review completed
S3.2.2 Support volunteering and citizenship activities.	<ul style="list-style-type: none"> Encourage active citizenship and recognise the value of volunteering e.g. Town Hall Cinema Project, Concert in the Park. 	Nil	CD&P Coordinator EA to CEO Community Relations Officer	Number of activities and events supported
	<ul style="list-style-type: none"> Create opportunities for volunteers to participate in local projects, such as the Piesse Lake Botanic Gardens. 	Nil	EMCC	Opportunities identified and made available
S3.2.3 Support agencies to enhance local services and activities for all members of the community.	<ul style="list-style-type: none"> Collaborate with local providers to develop and enhance the service offering to the community. 	Nil	EMCC	Number of activities and events supported
	<ul style="list-style-type: none"> Maintain Annual CFAP Program. 	Nil	Community Relations Officer	Deliver Program

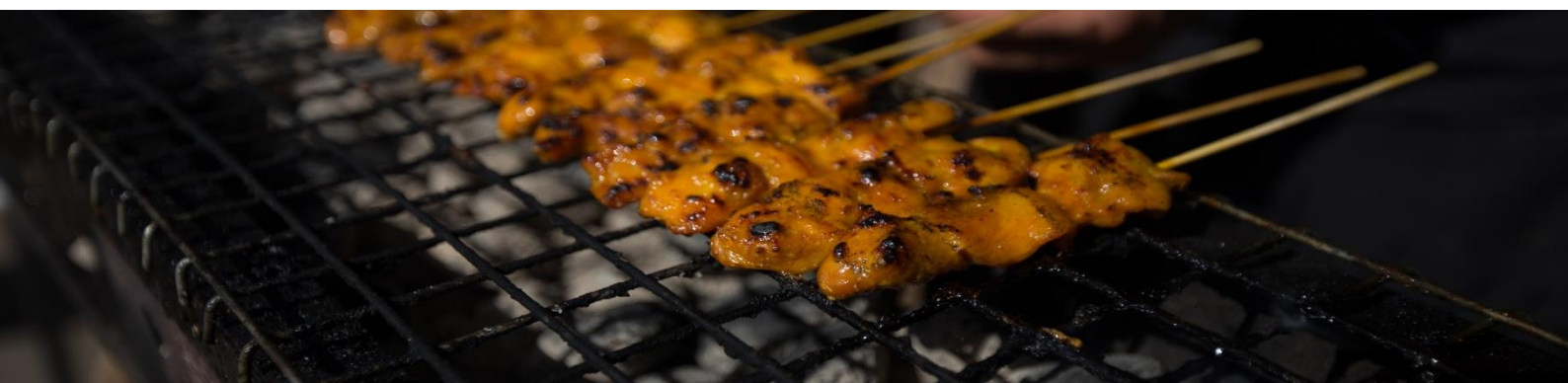


Key Result Area 2 – Built Environment

The Community would like Katanning's built environment to be beautiful and smartly designed ...

B1 Aspiration – Infrastructure that meets community need.

Objective B1.1	Sustainably manage current and future assets and infrastructure			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
B1.1.1 Adopt sound project development practices that ensure community need is understood and met.	<ul style="list-style-type: none"> Review and implement best practice community engagement. 	Nil	CD&P Coordinator	Complete and implement best practice community engagement strategy/policy.
	<ul style="list-style-type: none"> Undertake biennial satisfaction surveys. 	Nil	Community Relations Officer	Surveys Completed biennially
B1.1.2 Continue to improve project management practices.	<ul style="list-style-type: none"> Develop long term planning for projects. Implement robust operational planning to maximise efficiency. 	Will require survey and design of projects	EMIA	Completion of asset management plans to inform forward planning.
B1.1.3 Continue to improve asset management practices in a manner that optimises life, capacity and function.	<ul style="list-style-type: none"> Develop and implement an Asset Management Strategy. Prioritise Asset Management Plans for key infrastructure. 	Third party development of strategy documents after collection of asset data and creation of 10 year plans	EMIA/Contractors	Good understanding of current status of asset, what we own, and ability to model forward planning based on collected data.
B1.1.4 Maintain and protect heritage.	<ul style="list-style-type: none"> Maintain and periodically review Municipal Heritage Register. Seek grant funding from the Heritage Council to continue improvements to built heritage. Ensure annual maintenance planning addresses the needs of the heritage inventory. 	Appoint officer to review the Municipal Heritage Register and integrate to maintenance planning. Identify project to obtain funding.	EMIA	Municipal Heritage Register is reviewed. Application for funding made to the Heritage Council. Maintenance planning incorporates Heritage Register issues.
B1.1.5 Incorporate safety and security as a key consideration in all planning and development projects.	<ul style="list-style-type: none"> Develop and implement Safety Improvement Plans for key assets. Undertake safety audits at all Shire facilities. 	Nil	Safety committee	Development of continual workplace safety improvement processes
	<ul style="list-style-type: none"> Review and improve street lighting in the Central Business District. 			
B1.1.6 Implement safe and effective road networks.	<ul style="list-style-type: none"> Develop a Road Hierarchy Plan in consultation with relevant stakeholders. 	Nil	EMIA	Development of a robust technical document that informs the forward plan of potential use and costs of road use.
Objective B1.2	Provide Council facilities that meet community need.			
B1.2.1 In consultation with the community, establish sustainable service levels for Council facilities and open spaces.	<ul style="list-style-type: none"> Establish service levels in line with community expectations, budget and workforce capacity. 			
B1.2.2 Maintain Council buildings, facilities and public amenities to pre-terminated service levels.	<ul style="list-style-type: none"> Implement agreed service levels. 	Develop agreed service levels for the building assets.	EMIA	Service levels are agreed by Council and are funded in the budget.



B2 Aspiration – Places for the community to live, work and connect

Objective B2.1				
Enhance Public Realm				
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
B2.1.1 Enhance maintenance planning and collaborations to improve general cleanliness and safety of our public areas.	<ul style="list-style-type: none"> Review and implement the delivery of agreed service levels. 	Contractors	EMIA	Full review of workplace asset and workforce to determine best operational model based on asset level on expectation of elected members.
B2.1.2 Build a sense of place through strategic precinct developments and improvements to streetscapes and open spaces.	<ul style="list-style-type: none"> Continue to progress projects associated with the Welcome, Town Centre and Piesse Lake Precincts. 	Maintain Project Team. There are 17 separate projects to develop and track to completion	EMIA	All projects are completed (FY 2019- 20)
B2.1.3 Maintain and improve where required, the quality, amenity and accessibility of open spaces.	<ul style="list-style-type: none"> Continue to progress projects associated with the Welcome, Town Centre and Piesse Lake Precincts. 	Maintain Project Team. There are 17 separate projects to develop and track to completion	EMIA	All projects are completed (FY 2019- 20)
B2.1.4 Work with local businesses to enhance their street appearance.	<ul style="list-style-type: none"> Encourage local businesses to take advantage of the Main Street Revitalisation Policy. 	Nil	Community Relations Officer	Number of improvements, grants per year.
B2.1.5 Plan urban greening initiatives.	<ul style="list-style-type: none"> Develop and implement an urban greening program that complements the Katanning Super Town Heritage Centre projects. 	Nil	EMIA	Development of a 10-year costing planting program that references asset and workforce capability.
Objectives B.2.2				
Facilitate and encourage housing options, spaces for local service delivery and recreation.				
B2.2.1 Facilitate the development of diverse and accessible housing options.	<ul style="list-style-type: none"> Complete the Piesse Lake Residential housing subdivision and associated works. 	Complete Piesse Lake subdivision. Develop planning for Great Southern Housing Initiative/ RAAP and construct units.	EMIA	Piesse Lake Residential Subdivision is built (2020). Great Southern Housing Initiative and RAAP is completed (2020).
B2.2.2 Aid the strategic development of spaces to facilitate service delivery, employment and recreation.	<ul style="list-style-type: none"> Complete the KSHCP projects. Lobby for further improvements in mobile phone coverage. 	Maintain Project Team. There are 17 separate projects to develop and track to completion	EMIA	All projects are completed (FY 2019- 20)
Objective B2.3				
Orderly development – Town Planning				
B2.3.1 Continue to implement Local Planning Strategy.	<ul style="list-style-type: none"> Review and ensure Local Planning Strategy is simple, transparent and encourages development. 	Nil	EMIA/Planning Officer	Continue to implement planning processes as approved by Council.



Key Result Area 3 – Natural Environment

The community would like Katanning to be clean and tidy ...

N1 Aspiration – A community and Council that are environmentally aware and engaged.

Objective N1.1	Promote environmentally friendly action.			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
N1.1.1 Collaborate with external organisations and groups to promote environmental awareness campaigns and education opportunities.	<ul style="list-style-type: none"> Support and encourage Land Conservation District Committee (LCDC) projects that deliver positive environmental outcomes. Partner with LCDC to engage with and educate the community about our environment. 	Nil	CD&P Coordinator	Number of activities and events supported
	<ul style="list-style-type: none"> Collaborate with the LCDC to develop Piesse Park Botanical Gardens. 	Nil	EMCC	Botanical Gardens completed
Objective N1.2	Increase action on waste management and sustainable packaging			
N1.2.1 Increase availability of water treatment options, waste re-use and recycling.	<ul style="list-style-type: none"> Plan and build a Waste Transfer Station Develop and implement guidelines for management of the Waste Transfer Station. 	Contractor engagement	EMIA	Transfer station constructed 2018
		Nil	EMIA	Implement the waste guideline document
Objective N1.3	Incorporate sustainability as a key consideration in Council Planning			
N1.3.1 Lead innovative solutions to ensure sustainable energy and water use.	<ul style="list-style-type: none"> Lobby State and Federal Government to support water options for local industry. Investigate and develop education programs in relation to sustainability for our community e.g. Recycling and Waterwise. Collaborate with WaterCorp to utilise recycled water for parklands such as surrounding Piesse Lake. Ensure sustainability is considered as a critical factor in all capital projects. Explore and implement energy saving initiatives for all Shire properties. Encourage community sustainability at every opportunity. 	Nil	CEO	Engagement with political supporters.
		Nil	EMCC	
		Nil	EMIA	Installation of retic for reuse water. Sustainability is considered for all projects.
		Nil	EMIA	
		Nil	EMCC	
		Nil	EMCC	

N2 Aspiration – A high level of biodiversity and healthy ecosystems

Objective N2.1	Enhance the level of biodiversity and condition of ecosystems.			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
N2.1.1 Continue to develop and implement best practice surface water catchment, management and usage.	<ul style="list-style-type: none"> Seek and support projects that can benefit from the water availability at the Katanning sale yards. Investigate options for reuse of catchment water at the Katanning sale yards. Develop and implement a Council policy that encourages and supports the principles of Water Sensitive Urban Design (WSUD). 		EMIA	Survey of current drainage asset, and 10-year program of works or drainage projects.
			EMIA	
			EMIA	

N2.1.2 Conserve and enhance natural and open spaces.	<ul style="list-style-type: none"> Partner with LCDC and any other relevant groups to support the delivery of projects that will enhance biodiversity. Advocate for and support initiatives that advance sustainability in the agriculture sector. 	Nil	CD & P Coordinator	Number of activities and events supported Advocate
N3 Aspiration – A strong sense of community ownership and pride for the natural environment.				
Objective N3.1	Encourage the community to feel proud of and take ownership of public spaces.			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
	<ul style="list-style-type: none"> Collaborate with the LCDC to develop and deliver projects on a volunteer and/or fee for service basis. Actively support local volunteer community groups to achieve better outcomes, such as with Lake Ewlyamartup channel. 	Nil	CD&P Coordinator EMCC	Number of activities and events supported Number of activities and events supported
	<ul style="list-style-type: none"> Collaborate with local stakeholders. Support and encourage local volunteer groups and value their efforts (e.g. Lake Ewlyamartup Working Group). 	NIL NIL	EMIA	
	<ul style="list-style-type: none"> Work closely with relevant stakeholders in Bush Fire Management. 	Nil	CESM	Attendance at bushfire meetings.



Key Result Area 4 – Economic

The community appreciates that the affordability of living in Katanning ...

E1 Aspiration – Local business and industry is resilient, growing.

Objective E1.1				
Encourage new avenues to upskill and create employment opportunities for our diverse community.				
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
E1.1.1 Support organisations that actively focus on local business sector development.	<ul style="list-style-type: none"> Collaborate with KRBA to develop and implement a Business Activation Strategy. Participate in Regional Business Development Forums. Partner with KRBA to promote and support the local business community. 	Consultative services may be required	CD & P Coordinator	Business Activation Strategy Complete
	<ul style="list-style-type: none"> Review and simplify Shire processes for Statutory Approvals. 	Nil	CEO, EHO	Simplified information packs, Improved online information
E1.1.2 Participate in the implementation and monitoring of Shire, local and regional workforce development plans and strategies.	<ul style="list-style-type: none"> Participate and monitor workforce developments both internally and externally. 	NIL	CEO, HRC	Status on Shire Workforce Plan, Participation with KRBA and major business interest.
Objective E1.2				
Develop local business and encourage start-ups.				
E1.2.1 Develop a local business support strategy.	<ul style="list-style-type: none"> Plan and implement activities that will stimulate local economic activity. Collaborate with local businesses to encourage increased activity. Explore opportunities to engage an Economic Development Officer. Expand support for local businesses by use of Regional Price Preference and Buy Local Policy. 	Consultative Services May be required	CD & P Coordinator	Number of activities that add vitality to the CBD
Objective E1.3				
Contribute to the vibrancy and success of the CBD.				
E1.3.1 Implement initiatives to encourage property owners/businesses to contribute to the success and vibrancy of the CBD.	<ul style="list-style-type: none"> Develop and deliver programs and events that will activate the Central Business District. Review and budget for additional street furniture and urban art installations. 	Nil	Community Relations Officer CD&P Coordinator	Number of activities that add vitality to the CBD
	<ul style="list-style-type: none"> Implement and encourage participation in the Main Street Revitalisation Project. 	Nil	Community Relations Officer	Number of grants approved.

E2 Aspiration – A great place to live and visit.

Objective E2.1				
Strengthen the local tourism sector				
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
E2.1.1 Adopt a tourism strategy	<ul style="list-style-type: none"> Research and develop a Tourism Strategy for Katanning. 	Consultative Services May be required	EMCC	Tourism Strategy completed
	<ul style="list-style-type: none"> Collaborate with surrounding Shires, Department of Regional Development and Tourism WA to capitalise on projects that include the Great Southern region. 	Nil	CEO	Development of Local and Regional tourism plans/strategies.

E2.1.2 Leverage built, heritage, social, agricultural and environmental assets to strategically promote tourism.	<ul style="list-style-type: none"> Support developers who recognise & preserve Heritage places. Support events that recognise Heritage places. Actively promote Katanning's facilities into the Great Southern and beyond. 	Nil	Planning EMCC	Number of Heritage places.
Objective E2.2	Provide and support local and regionally significant events that have both positive economic and social benefits.			
E2.2.1 Work with the community to develop and promote a local events calendar.	<ul style="list-style-type: none"> Collaborate and lead in the promotion of local events across all platforms. 	Nil	CD&P Coordinator Community Relations Officer	Number of activities and events.
E2.2.2 Foster the development of existing and new regionally significant events.	<ul style="list-style-type: none"> Promote the Harmony Festival as a regionally significant event. Strategically promote Katanning as an events destination, centrally located in the Great Southern with a broad range of event friendly facilities. 	Consultative Services May be required	CD&P Coordinator	Katanning Harmony Festival Growth. Number of activities and events.
E2.2.3 Create strategic partnerships to improve resourcing and delivery of events.	<ul style="list-style-type: none"> Review and develop a capacity register in collaboration with the KRBA and others for local service providers who would like to develop their businesses in the events sector. Develop and maintain a central information register for events. 	Consultative Services May be required	CD&P Coordinator	Katanning Harmony Festival Growth. Number of activities and events.
Objective E2.3	Ensure a positive town identity and branding that promotes Katanning and enhances community pride.			
E2.3.1 Develop and implement strategies to strengthen town identity and community pride.	<ul style="list-style-type: none"> Deliver regular up to date information to our community on the progress of our projects and what they will deliver to Katanning. Continue to engage with the community e.g. a Main Street Pop Up Shop. 	Nil	CEO, CRO	Number of project updates/promotions Number of days pop up shop.

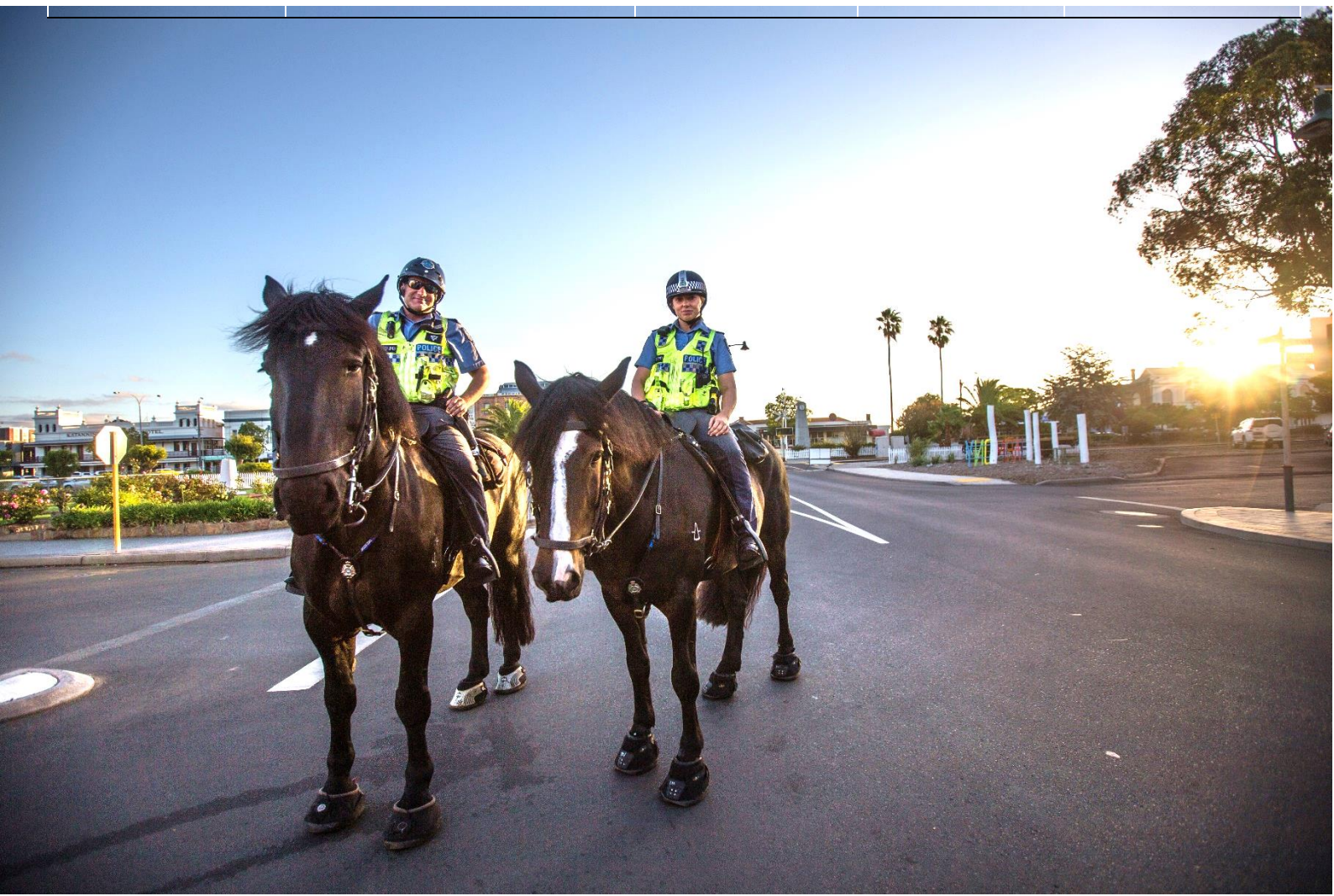
E3 Aspiration – Sustainable economic and population growth.

Objective E3.1	Raise Katanning's profile as a centre of excellence in the area of agriculture and associated industries.			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
E3.1.1 Encourage achievement and innovation in the local agriculture sector.	<ul style="list-style-type: none"> Collaborate with local grower groups to explore options that promote Katanning as an Agricultural/Innovation Hub. 	Consultative Services May be required	CD&P Coordinator	Opportunities identified Advocate and support
E3.1.2 Explore innovative agriculture/food production opportunities.	<ul style="list-style-type: none"> Support and partner with LCDC in relation to projects that would stimulate opportunities at the Katanning sale yard site. Support Katanning as a centre for Sheep Excellence. 	Nil	CD&P Coordinator	Opportunities identified Advocate and support
Objective E3.2	Continue to build Katanning's reputation as a strategic sub-regional service centre and economic hub.			
E3.2.1 Provide strategic direction and advocate for the delivery of services appropriate to a regional centre.	<ul style="list-style-type: none"> Seek out opportunities that support local providers to expand service offerings and consolidate Katanning as a regional centre. Advocate for support and encourage new ventures. 	Nil	EMCC	Opportunities identified Advocate and support
E3.2.2 Ensure land use planning for commercial, industrial and residential development.	<ul style="list-style-type: none"> Promote the Shire's readiness as a location that can provide suitable land and development opportunities. 	Nil	EMIA	Planning strategy is up to date
E3.2.3 Attract business and investment opportunities.	<ul style="list-style-type: none"> Explore opportunities to create an Economic Development Alliance. 	Nil	CD&P Coordinator	Alliance created

E3.2.4 Regularly review and implement strategies set out in the Katanning Growth and Implementation Plan.	<ul style="list-style-type: none"> Review and update the Katanning Growth and Implementation Plan (KGIP). 	Nil	CEO	Report on status of plan outcomes.
---	--	-----	-----	------------------------------------

E4 Aspiration – A culture of learning.

Objective E4.1	Develop Katanning's reputation for providing quality education for all levels of learning such that it attracts and retains people.			
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
E4.1.1 Advocate for improvements to education offerings, support and standards.	<ul style="list-style-type: none"> Work with public and private sector providers to enhance and expand educational offerings. Advocate and support the Katanning Middle School Project within the region. 	Nil	EMCC	Advocate & support
E4.1.2 Advocate for the provision of greater choice in education.	<ul style="list-style-type: none"> Actively support projects that meet this objective such as the Middle School Project. 	Nil	EMCC	Advocate & support
E4.1.3 Support families and early childhood development.	<ul style="list-style-type: none"> Lead and develop a service model including infrastructure to support early childhood learning in consultation with stakeholders. Support and promote programs that are targeted at supporting good parenting such as "Building Stronger Families". Advocate for provision of locally based family services for our diverse communities. 	Nil	EMCC	Advocate & support



Key Result Area 5 – Leadership

The community appreciate that the Shire is making a genuine effort to listen to them ...

L1 Aspiration – An inclusive community, recognised as a great place to live and visit.

Objective L1.1				
Operate with high ethical and professional standards, being open, transparent and responsive to the community and other stakeholders.				
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
L1.1.1 Continue to develop a policy framework that embodies the community's wishes and guides decision making.	<ul style="list-style-type: none"> Review Council Policies on a biennial basis. 	Nil.	EMCC	Council Policies are up to date.
L1.1.2 Maintain quality customer service standards.	<ul style="list-style-type: none"> Develop and implement a Customer Service Charter. Educate our communities to better understand Local Government processes. Increase transparency by including attachments to Council Agendas and Minutes on the Shire website. 	Nil.	SRO EMCC EOCEO	<ul style="list-style-type: none"> Customer Service Charter completed March 2018 Use Shire Newsletter, social media etc to provide info on how/why we do what we do. Agenda Attachments now included with publication
L1.1.3 Provide effective community engagement.	<ul style="list-style-type: none"> Develop and implement community engagement activities that increases and encourages participation. 	Nil	CD&P Coordinator CDO	Activities and initiatives supported and implemented
L1.1.4 Operate with high ethical and professional standards.	<ul style="list-style-type: none"> Develop a Customer Satisfaction Survey and deliver to the community biennially. 	NIL	EMCC	Survey analysed.
Objective L1.2				
Provide effective leadership and good governance.				
L1.2.1 Attract a diverse Elected Body that represents, promotes and reflects the composition of the community.	<ul style="list-style-type: none"> Deliver information campaigns that educate the community on Local Government processes and democracy. Develop and implement strategies to maintain and/or increase candidacy numbers at Local Government elections. Co-ordinate Local Government Elections in partnership with the WA Electoral Commission (WAEC). 	Nil	CEO	Number of Councillors from diverse backgrounds.
L1.2.2 Ensure the Elected Body and Shire Management has a comprehensive understanding of its roles and responsibilities.	<ul style="list-style-type: none"> Deliver Inductions Program for Elected Members following each Election. Actively promote opportunities and training by bodies such as WALGA to increase councillor 	Nil	CEO	Number of inductions held. Participation by elected members in training.

	<ul style="list-style-type: none"> knowledge and understanding. Co-ordinate ongoing training as required. 			
L1.2.3 Advocate in partnership and on behalf of the community on important issues.	<ul style="list-style-type: none"> Maintain partnerships by ensuring Councillor representation on external committees and boards to positively influence local and regional outcomes. 	Nil	CEO	Attendance on non-Council committee meetings.
L1.2.4 Foster an Elected Body and leadership that is proud of Katanning and positively promotes the town.	<ul style="list-style-type: none"> Develop Strategic Positions Statements that clearly articulate Council's position on local and regionally significant matters. Seek and develop opportunities for Councillor's to engage with the community and positively promote Katanning. Provide timely information and updates to allow Councillors to champion activities and projects they are supporting. 	Nil	CEO	Departmental reporting to Council forums.

L2 Aspiration – A collaborative, progressive and resilient local government which is sustainably resourced.

Objective L2.1		Optimise use of Shire resources, improve organisational systems.		
Community Priority	Action/Project	Workforce Impact	Responsibility	Desired/Measurable
L2.1.1 Strive to improve delivery across all organisational functions.	<ul style="list-style-type: none"> Develop and implement the Integrated Planning and Reporting Framework (IPRF), including the Strategic Community Plan, Corporate Business Plan and associated informing strategies. 		EMCC	Integrated planning and reporting tool developed (Peer Support Group)
L2.1.2 Create and seek out collaborative partnerships that maximise resources and make improvements for the greater good of the community.	<ul style="list-style-type: none"> Strategically focus efforts in the areas of health, tourism, housing and education. 		EMCC	
L2.1.3 Strive to ensure financial sustainability across all organisational functions.	<ul style="list-style-type: none"> Develop and implement programs that will educate elected members, staff and our community of the critical linkages between service delivery and costs. 	Nil	EMCC	<ul style="list-style-type: none"> Finance Meetings held with Councillors every 8 weeks. Continue to build information bank to better information IPRF documents and regularly report to Councillors and Organisation.
	<ul style="list-style-type: none"> Review IPRF documentation annually and adjust when necessary, in particular the Long-Term Financial Plan, Workforce Management Plan, and Asset Management Policy/Strategy. 	Nil	EMCC	

PROPOSED/POTENTIAL STRUCTURE CHANGES

Division	Potential Resource or Role Changes	Timeframe	Potential Cost to Shire
Office of CEO			
Corporate and Community			
Infrastructure and Assets			

NB: No structure changes have been identified for 2020-21.



INTEGRATION AND IMPLEMENTATION PLAN

Key management and process issues need to be addressed in a timely fashion using the following implementation guide

Management Process	Role Responsibility	Timeline
Management of workforce plan implementation	CEO	Ongoing
Workforce Planning data management and Analysis Systems Developed and Implemented	HR Coordinator	Ongoing
Workforce planning review and reporting procedures established	HR Coordinator	Annually
WFP communicated and implemented using a change management approach	CEO	Ongoing
Orientation and relevant training for managers and key stakeholders	HR Coordinator	Ongoing
Incorporated in all planning decision making processes.	CEO	Ongoing
Organisational and individual performance expectations set, documented and monitored through the performance appraisal process	HR Coordinator	Annually
KPIs and reporting requirements communicated to all staff and contractors	HR Coordinator	Ongoing
Relevant aspects built included in PDs and performance appraisal at all levels	HR Coordinator	Annually
Timelines and review requirements clearly scheduled and followed up	HR Coordinator	Annually
Annual review and progress reporting	HR Coordinator	Annually



Sustainability in Workforce Planning

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

Monitoring and Evaluation of Outcomes

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

Key Outcomes to be Monitored and Reported Annually

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

Workforce Plan Integration and Scope of Monitoring and Review

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

- Review of HR data and trends bi - annually.
- Review of the number and cost of temporary staff being procured from

agencies, and the annual profile of casual staff hours and length of engagement.

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







Shire of
Katanning
Heart of the Great Southern

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

T (08) 9821 999

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