

Minutes

February 2024



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Minutes of an Ordinary Meeting of Council held in the Council Chambers on Wednesday 21 February 2024 commencing at 4:00pm

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 4:00pm

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance

G Robins	President
B Smoker	Deputy President
T Gangell	Councillor
C Mullan	Councillor
R Bowey	Councillor
B Miller	Councillor
M Lucchesi	Councillor
F Murphy	Executive Manager Financial Services
T Scadding	Executive Manager Community Services
N Thompson	Manager of Executive Support Services
J Hobson	Executive Manager of Works

Apologies

J Noble	Councillor
A Leeson	Chief Executive Officer

Leave of Absence

Nil

4. DECLARATIONS OF INTEREST BY MEMBERS

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION / RECEIVAL OF MINUTES OF PREVIOUS MEETINGS

Shire of Kulin Ordinary Meeting – 20 December 2023

01/0224

Moved Cr Gangell Seconded Cr Lucchesi that the minutes of the Shire of Kulin Ordinary Meeting held on 20 December 2023 be confirmed as a true and correct record.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

8. PRESENTATIONS / DEPUTATIONS

Nil

9 AGENDA BUSINESS - MATTERS REQUIRING DECISION

9.1 List of Accounts – December 2023 & January 2024

RESPONSIBLE OFFICER: EMFS
FILE REFERENCE: 12.06
AUTHOR: EMFS
STRATEGIC REFERENCE/S: 12.01
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Attached is the list of accounts paid during the months of December 2023 and January 2024, for Council's consideration.

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That December payments being; EFT No's 21476 - 21562, direct deposits DD8825.1 – DD8836.13 (Municipal & Trust), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$1,728,652.92 be received.

That January payments being; EFT No's 21563 - 21676, direct deposits DD8843.1 – DD8867.24 (Municipal & Trust), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$1,109,721.61 be received.

VOTING REQUIREMENTS:

Simple majority required.

02/0224

Moved Cr Bowey Seconded Cr Mullan that December payments being; EFT No's 21476 - 21562, direct deposits DD8825.1 – DD8836.13 (Municipal & Trust), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$1,728,652.92 be received.

That January payments being; EFT No's 21563 - 21676, direct deposits DD8843.1 – DD8867.24 (Municipal & Trust), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$1,109,721.61 be received.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

9.2 Financial Reports & Operating Income and Expenditure Details – December 2023 & January 2024

RESPONSIBLE OFFICER: EMFS
FILE REFERENCE: 12.01
AUTHOR: EMFS
STRATEGIC REFERENCE/S: 12.01
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Attached are the financial reports for the periods ending 31 December 2023 and 31 January 2024. In addition to the financial reports the Operating Income and Expenditure details are provided for information is the Shire's detailed accounts.

BACKGROUND & COMMENT:

Detailed operating income and expenditure accounts were provided with an historical version of the Shire's monthly financial reports. These are no longer provided under the cover of the financial statements but as a separate attachment, provided for information.

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council in accordance with Regulations 34 and 35 of the Local Government (Financial Management) regulations 1996, receive the Statement of Financial Activity and Statement of Financial Position and supporting documentation for the periods ending 31 December 2023 and 31 January 2024, as presented.

VOTING REQUIREMENTS:

Simple majority required.

03/0224

Moved Cr Smoker Seconded Cr Miller that Council in accordance with Regulations 34 and 35 of the Local Government (Financial Management) regulations 1996, receive the Statement of Financial Activity and Statement of Financial Position and supporting documentation for the periods ending 31 December 2023 and 31 January 2024, as presented.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

9.3 Shire of Kulin Bushfire Risk Management Plan

NAME OF APPLICANT: Shire of Kulin
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 09.03
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

For Council to approve the Shire of Kulin Bushfire Risk Management Plan 2024 – 2029 which was endorsed by the Office of Bushfire Risk Management (OBRM) on 2 January 2024.

BACKGROUND & COMMENT:

The Shire of Kulin Bushfire Risk Management Plan 2024-2029 has been developed in accordance with the requirement of the Guidelines for Preparing a Bushfire Risk Management Plan (BRMP), which is consistent with the policies of the State Emergency Management Committee.

The BRMP is a strategic document that identifies assets at risk from bushfire and their priority for treatment.

The resulting 'Treatment Schedule' sets out a broad program of coordinated multi-agency treatments to address risks identified in the BRMP. Government agencies, and other land managers responsible for implementing treatments, participate in developing the BRMP to ensure treatment strategies are collaborative and efficient, regardless of land tenure.

Treatments will be guided by risk priority, not land tenure, and will not be limited to local government managed lands. Mitigation Activity Funds (MAF) can, however, only be used on local government vested/managed land /reserves.

The objectives of the BRMP are to:

- Guide and coordinate a tenure blind, multi-agency bushfire risk management program over a five year period;
- Document the process used to identify, analyse and evaluate risk, determine priorities and develop a plan to systematically treat risk;
- Facilitate the effective use of the financial and physical resources available for bushfire risk management activities;
- Integrate bushfire risk management into the business processes of local government, land owners and other agencies;

FINANCIAL IMPLICATIONS:

There is funding available annually through the Mitigation Activity Funding (MAF) and this will be the primary source of funding. However, it must be noted that the funding available is for the initial treatment to reduce the fire risk and thereafter it will be the responsibility of the Shire for the ongoing maintenance of the firebreaks.

Further funding for chemical spray, for example, can be sourced after initial works have been completed. It is acknowledged that successful implementation of the treatment over the next five years will have a resource implication for the Shire's Volunteer Bushfire Brigades.

It is also acknowledged that the Asset Risk Register contained within and the BMPS itself, do not include quantification of specific resources or financial impact at this stage. The Council is reminded however of the significant impacts that catastrophic bushfires can have on communities and critical assets, and the Council should be reassured that the funding for initial treatment works, will be covered by Government funding (MAF) for the five-year life of the plan.

POLICY IMPLICATIONS:

There are no direct policy implications for Council in consideration of this item.

COMMUNITY CONSULTATION:

Through the development of the Plan over the past few years discussions have been undertaken with various agencies and volunteers across the Shire.

WORKFORCE IMPLICATIONS:

There are no direct workforce implications for the Shire of Kulin in consideration of this matter.

OFFICER’S RECOMMENDATION:

That the Shire of Kulin;

1. Adopt the Bush Fire Risk Management Plan 2024 – 2029 (as attached);
2. Request Management to ensure a high level of consultation occurs with land owners and community members that might potentially be impacted by mitigation works;
3. Advise the Office of Bushfire Risk Management of the outcome.

VOTING REQUIREMENTS:

Simple majority.

04/0224

Moved Cr Bowey Seconded Cr Mullan that the Shire of Kulin;

1. Adopt the Bush Fire Risk Management Plan 2024 – 2029 (as attached);
2. Request Management to ensure a high level of consultation occurs with land owners and community members that might potentially be impacted by mitigation works;
3. Advise the Office of Bushfire Risk Management of the outcome.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

9.4 BlazeAid Assistance - Camp Establishment

NAME OF APPLICANT: Chief Executive Officer
RESPONSIBLE OFFICER: Chief Executive Officer
FILE REFERENCE: 09
AUTHOR: Chief Executive Officer
STRATEGIC REFERENCE/S:
DISCLOSURE OF INTEREST: Nil

SUMMARY:

This report recommends that the Shire of Kulin support the establishment of a BlazeAid assistance camp in Kulin to assist with fence repairs / replacement as a result of storm damage incurred on Wednesday 17 January 2024.

BACKGROUND & COMMENT:

Over the past month I have been liaising with the CEO of BlazeAid Melissa Jones with a view to working through planning and logistics with the objective of establishing a camp in Kulin. The initial contact was as a result of a phone call from Mr Les Tyson whom had been in contact with BlazeAid.

At this point in time there is acceptance and agreement the quantum of damage to fences on storm affected properties is sufficient to meet camp establishment criteria.

Some of the broader parameters and considerations in establishing a BlazeAid camp are;

- Arranging a meeting with affected land owners and Blazeaid. This would work through detail with respect to fence line preparation and timing of works, ordering of fencing material by farmers in sync with timing of camp establishment. At the time of preparing this agenda item information from individual property owners regarding the amount of fence damage sustained in total length (km’s) was still coming in.
- Power/water sites for caravans required as most helpers are caravanners / grey nomads.
- Will need access to a kitchen for meal preparation food storage by Blazeaid volunteers. Possibly Hostel, but there are a number of existing bookings for hostel over March/ early April, so will need to work out dates.
- BlazeAid fund the food.
- BlazeAid mobilise what they call Combat Trailers which are set up to do the fencing.
- BlazeAid Coordinator does a Morning Muster which is in effect laying out the days tasks for their volunteers (Safe Work Method Statements).
- The Shire contribution of \$5,000 required to assist with camp establishment costs / mobilisation / spike in utility consumption (power/water)

The timing of the Camp is not known at this stage. It has broadly been suggested from approximately mid April 2024 to allow for;

- Existing bookings at Shire facilities to be cleared;
- Landowners to undertake necessary preparation works of damaged fence lines in readiness for the BlazeAid Camp;
- Landowners to purchase fencing material.

FINANCIAL IMPLICATIONS:

The cost of camp establishment is \$5,000 cash. On top of this there will be in-kind contributions from the Shire with respect to;

- Caravan Park Site fees
- Access to and usage of hostel (kitchen/accommodation)

It is not known how long the Camp would run for, which is dependant of total km's of fencing to be replaced/repared.

POLICY IMPLICATIONS:

There are no known direct policy implications

COMMUNITY CONSULTATION:

The CEO has been in contact with various landowners and BlazeAid. Once more information is gathered a meeting will be convened between BlazeAid, Shire of Kulin and affected property owners.

WORKFORCE IMPLICATIONS:

No known direct workforce implications known in consideration of this item.

OFFICER'S RECOMMENDATION:

That Council authorise a financial commitment of \$5,000 (ex GST) as a contribution toward the establishment of a BlazeAid camp in Kulin to assist rural property owners repair/replace fence lines damaged as a result of storms in the Shire of Kulin on the 17 January 2024, further the Shire of Kulin Budget be amended accordingly.

VOTING REQUIREMENTS:

Absolute Majority

05/0224

Moved Cr Mullan Seconded Cr Miller that Council lay this matter on the table, subject to holding a meeting of affected landowners to obtain more information.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

10 COMPLIANCE

10.1 Compliance Reporting – General Compliance 31 December 2023 and 31 January 2024

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 12.05 Compliance 12.06 – Accounting Compliance
STRATEGIC REFERENCE/S: CBP 4.1 Civic Leadership, 4.1.8 Compliance methods
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

This report addresses General and Financial Compliance matters for December 2023 and January 2024. This process is not definitive, each month additional items and/or actions may be identified that are then added to the monthly checklist. Items not completed each month e.g. quarterly action - will be notations.

The report provides a guide to the compliance requirements being addressed as part of staff workloads and demonstrates the degree of internal audit being completed.

BACKGROUND & COMMENT:

The Compliance Checklist is a working document, the Manager of Executive Support Services emails the assigned staff member their compliance requirements for the coming month. This document is tabled at the monthly Management Team meetings where the list is reviewed and updated. Prior month items not completed previously will be reported in the following month so Council remains aware.

Outstanding July
LEMC Reporting

Outstanding December
Nil

FINANCIAL IMPLICATIONS:

In terms of meeting compliance - normal administration expense.

STATUTORY AND PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Identified as necessary – this report Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER’S RECOMMENDATION:

That Council receive the General & Financial Compliance Report for December 2023 and January 2024 and note the matters of non-compliance.

VOTING REQUIREMENTS:

Simple majority required.

06/0224
Moved Cr Bowey Seconded Cr Lucchesi that Council receive the General & Financial Compliance Report for December 2023 and January 2024 and note the matters of non-compliance.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

10.2 Compliance Reporting – Delegations Exercised – December 2023 & January 2024

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 12.05 - Compliance
STRATEGIC REFERENCE/S: CBP 4.1 Civic Leadership, 4.1.8 Compliance methods
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

To report back to Council actions performed under delegated authority for the periods ending December 2023 & January 2024. To provide a comprehensive report listing of the delegations able to be exercised as per Council’s Delegation Register.

BACKGROUND & COMMENT:

This report is prepared for Council detailing actions performed under delegated authority by the respective officers under each of the delegation headings:

ADMINISTRATION

Policy Delegation

	Officers
A1 Acting Chief Executive Officer	(CEO)
A2 Agreements for Payments of Debts to Council	(CEO/DCEO)
A3 Casual Hirer's Liability	(CEO)
A4 Complaint Handling	(CEO)
A5 Fees & Charges – Discounts	(CEO/DCEO/MW/MLS/CRC)
A6 Investment of Surplus Funds	(CEO/DCEO)
A7 IT & Social Media – Use of	(CEO)
A8 Legal Advice, Representation & Cost Reimbursement	(CEO)
A9 Payments from Municipal and Trust Funds	(CEO-to numerous staff – purchase orders)
A10 Use of Common Seal	(CEO)
A11 Writing Off Debts	(CEO)
A12 Housing	(CEO)
A13 Procedure for Unpaid Rates Finance	(CEO)

GOVERNANCE

G1 Applications for Planning Consent	(CEO)
G2 Building Licences and Swimming Pools	(EHO/Building Surveyor)
G3 Cemeteries Act 1986	(CEO)
G4 Health Act 1911 Provisions	(EHO)

HUMAN RESOURCES

H1 Grievance Procedures	(CEO)
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COMMUNITY SERVICES

CS1 Bushfire Control – Shire Plant for Use of	(CEO)
CS2 Bushfire Control – Plant Use for Adjoining Shires	(CEO)
CS3 Bushfire Prohibited / Restricted Burning Periods – Changes	(Shire President/CEO)
CS4 Bushfire Training Administration	(CEO)
CS5 Cat Ownership Limit – Cat Control	(CEO)
CS6 Dog Control – Attacks	(CEO)
CS7 Dog Ownership Limit – Dog Control	(CEO)
CS8 Sea Containers Use of – Town Planning	(CEO)
CS9 Second Hand Dwellings	(CEO)
CS10 Temporary Accommodation	(CEO)
CS11 Unauthorised Structures – Building Control	(CEO)
CS13 Freebairn Recreation Club Committee	(FRC Club Committee)
CS14 Kulin Child Care Centre Management Committee	(KCCC Mgmt. Committee)
CS15 General – Community Services Practices	(CEO)
CS16 Bushfire Control – Appointment of Dual Fire Control Officers	(CEO)
CS17 Seed Collection	(CEO)

WORKS

W1 Gravel Supplies	(MW)
W2 Roads – Clearing	(CEO)
W3 Roads – Damage to	(MW)
W4 Roads – Roadside Markers – Management of	(MW)
W5 Stormwater Drainage	(MW)
W6 Street Trees	(CEO)
W7 Streetscape – Improvements	(CEO)
W8 Roadside Burning	(MW)
W9 Temporary Road Closures	(MW)
W10 General – Works Practices Approvals	

COMMENT:

The following details the delegations exercised within the Shire relative to the delegated authority for the month of September 2023 and are submitted to Council for information (excluding delegations under A9, Payments – refer to individual order and payment listed in Accounts paid).

A7 IT & Social Media – Use of

Various social media posts regarding Shire Projects, events, recruitment as required.

A10 Use of Common Seal
Applied 19/01/2024 to signed deed with Palmer (NexGen)

G1 Applications for Planning Consent

Name	Address	Project	Value
McIntosh Property P/L	Lot 294 Pump Rd, Kulin	Shed extension	\$211,711
S Boyd	23 Bull St, Kulin	Plunge pool	\$11,600
B Finlay	3 Johnston St, Kulin	Veranda	\$5,500

STATUTORY ENVIRONMENT:

Building Act 2011
Bushfires Act 1954
Cemeteries Act 1986
Health (Asbestos) Regulations 1992;
Health (Miscellaneous Provisions) Act 1911;
Local Government Act 1995
Public Health Act 2016
Shire of Kulin TPS2
Town Planning Development Act
Town Planning Scheme
Trustees Act, Part III,
Criminal Procedure Act 2004;

FINANCIAL IMPLICATIONS:

Nil in terms of exercising delegation and reporting to Council though there may be financial implications in the case of each delegation exercised.

STATUTORY AND PLANNING IMPLICATIONS:

Sections 5.18 and 5.46 of the Local Government Act 1995

POLICY IMPLICATIONS:

There are no known policy implications relating to this report.

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council receive the Delegation Exercised Report for December 2023 and January 2024.

VOTING REQUIREMENTS:

Simple majority required.

07/0224

Moved Cr Gangell Seconded Cr Mullan that Council receive the Delegation Exercised Report for December 2023 & January 2024.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Unbudgeted Overdraft Facility

RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 12.09
AUTHOR: EMFS
STRATEGIC REFERENCE/S:
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Management would like to implement a short-term overdraft facility of \$1,000,000 to cover cash shortfalls related to projects funded by the Federal Government's Remote Roads Upgrade Pilot Program and Local Roads and Community Infrastructure Program Phase 4 grants.

BACKGROUND & COMMENT:

Several projects in the Shire's 2023/24 budget are funded by the Department of Infrastructure grant programs where milestones must be met before payments are received. Due to the size of projects, the timing of expenditure and receipt of milestone payments, along with the Department's slow payment timeline, the Shire envisages a cashflow shortfall for the remainder of the 2023/24 financial year.

Details of the projects affected are as follows:

Grant	Project	Next milestone payment	Explanation for need for overdraft
Remote Roads Upgrade Pilot Program (RRUPP)	Kulin-Holt Rock Road	\$921,600 to be received on 50% completion of project	50% completion milestone (including linemarking and signage of first 14km) will be met in mid-March 2024. Milestone claim form including photographs will be submitted as soon as the linemarking completed. From the RRUPP guidelines milestones payments can take 2-3 months from the date the claim form is approved. Therefore payment will be received mid-May at the earliest. In the current works schedule completed by the Works Manager the next six kilometres will be completed in March – April 2024 – we will require the overdraft to fund this stage until the milestone payment is received.
Local Roads and Community Infrastructure Program Phase 4 (LRCIP4)	Tennis Courts (\$117,891) and 3 road construction projects (\$329,780)	\$540,900 to be received on nomination of 60% total grant.	Under the LRCIP4 program guidelines, the Shire must submit a Work Schedule for more than 60% of the total funding before the first milestone payment is received. This grant will cover two financial years - projects must be nominated by 31 December 2024 and completed by 30 June 2025. At this stage the Shire has only nominated the projects identified in this table with the remainder to be included in the 2024/25 Shire budget. As the Shire has not yet nominated 60% of the total funding of \$901,500 we cannot receive the first payment. It is anticipated that we will nominate the remaining projects in July 2024 and then receive 60% (\$540,900) in August 2024. We will therefore have a funding shortfall in May/June 2024.

Management would like council to consider an overdraft facility of \$1,000,000 to cover the cash shortfall explained in the table above. An overdraft facility of \$250,000 has is included in Council's 2023/24 budget. This will not be enough to cover the expected shortfall.

It is anticipated that a temporary overdraft facility be implemented, which will be closed as soon as grant payments outlined above are received.

Council policy A30 Overdraft Facility sets out guidelines for when and how an overdraft facility can be used by management. These guidelines ensure that an overdraft facility is only used for short term cash flow shortfalls to cover wages, superannuation, and other critical operational creditor payments (such as utilities and fuel payments).

The anticipated cash shortfall in 2024 meets the guidelines of policy A30 except for the overdraft limit.

In line with Policy A30, management will write to the Western Australian Treasury Corporation (WATC) to get permission to establish the overdraft facility in line with the requirements of the Shire's Master Lending Agreement.

As the overdraft exceeds the limit set in the 2023/24 budget, management will also give one month's local public notice of the proposed overdraft in accordance with the *Local Government Act 1995*.

STATUTORY AND PLANNING IMPLICATIONS:

Local Government Act 1995

6.20. Power to borrow

- (1) Subject to this Act, a local government may —
 - (a) borrow or re-borrow money; or
 - (b) obtain credit; or
 - (c) arrange for financial accommodation to be extended to the local government in ways additional to or other than borrowing money or obtaining credit,to enable the local government to perform the functions and exercise the powers conferred on it under this Act or any other written law.
- (2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (**power to borrow**) and details of that proposal have not been included in the annual budget for that financial year —
 - (a) unless the proposal is of a prescribed kind, the local government must give one month's local public notice of the proposal; and
 - (b) the resolution to exercise that power is to be by absolute majority.

6.21. Restrictions on borrowing

- (1) Where, under section 6.20(1), a regional local government borrows money, obtains credit or arranges for financial accommodation to be extended to the regional local government that money, credit or financial accommodation is to be secured only —
 - (a) by the regional local government giving security over the financial contributions of the participants to the regional local government's funds as set out or provided for in the establishment agreement for the regional local government; or
 - (b) by the regional local government giving security over Government grants which were not given to the regional local government for a specific purpose; or
 - (c) by a participant giving security over its general funds to the extent agreed by the participant.
- (1a) Despite subsection (1)(a) and (c), security cannot be given over —
 - (a) the financial contributions of a particular participant to the regional local government's funds; or
 - (b) the general funds of a particular participant,if the participant is not a party to the activity or transaction for which the money is to be borrowed by, the credit is to be obtained for, or the financial accommodation is to be extended to, the regional local government.
- (2) Where, under section 6.20(1), a local government borrows money, obtains credit or arranges for financial accommodation to be extended to the local government that money, credit or financial accommodation is only to be secured by giving security over the general funds of the local government.
- (3) The Treasurer or a person authorised in that behalf by the Treasurer may give a direction in writing to a local government with respect to the exercise of its power under section 6.20(1) either generally or in relation to a particular proposed borrowing and the local government is to give effect to any such direction.
- (4) In this section and in section 6.23 —

general funds means the revenue or income from —

 - (a) general rates; and
 - (b) Government grants which were not given to the local government for a specific purpose; and
 - (c) such other sources as are prescribed.

FINANCIAL IMPLICATIONS:

Establishment fee of approximately \$1,000 and a line fee of approximately 1%.

Interest rate of approximately 10-15% while the overdraft is being used.

Although this is an unbudgeted cost to the Shire it is essential to cover the cash flow shortage.

POLICY IMPLICATIONS:

Policy A30 Overdraft Facility – limit exceeds \$250,000 outlines in the policy.

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council approve a temporary overdraft facility of \$1,000,000 to cover cash shortfalls related to projects funded by the Remote Roads Upgrade Pilot Program and the Local Roads and Community Infrastructure Program Phase 4. That the temporary overdraft facility be closed when the following milestone payments are received:

1. Remote Roads Upgrade Pilot Program – 50% completion milestone payment
2. Local Roads and Community Infrastructure Program Phase 4 – first milestone payment on approval of work schedule covering 60% of total grant of \$901,500.

VOTING REQUIREMENTS:

Absolute Majority.

08/0224

Moved Cr Smoker Seconded Cr Gangell that Council approve a temporary overdraft facility of \$1,000,000 to cover cash shortfalls related to projects funded by the Remote Roads Upgrade Pilot Program and the Local Roads and Community Infrastructure Program Phase 4. That the temporary overdraft facility be closed when the following milestone payments are received:

1. Remote Roads Upgrade Pilot Program – 50% completion milestone payment
2. Local Roads and Community Infrastructure Program Phase 4 – first milestone payment on approval of work schedule covering 60% of total grant of \$901,500.

Carried by Absolute Majority

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

12 MOTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

14 MEETING IS CLOSED TO THE PUBLIC

14.1 Confidential Item (Meeting Closed to the Public)

RESPONSIBLE OFFICER: Council
FILE REFERENCE: 13.03
AUTHOR: CEO
STRATEGIC REFERENCE/S: Governance
DISCLOSURE OF INTEREST: Nil

SUMMARY:

For Council to discuss a matter of a confidential nature a recommendation to move “in camera” (behind closed doors) is required.

BACKGROUND & COMMENT:

Section 5.23 (2) of the Local Government Act states:

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
- (h) such other matters as may be prescribed.

STATUTORY ENVIRONMENT:

Local Government Act 1995 Section 5.23 (2)

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council in accordance with Section 5.23(2)(c) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

It is the recommendation of the Responsible Officer that this item be considered “in camera” due to the private and confidential nature of its contents.

VOTING REQUIREMENTS:

Simple majority required.

09/0224

Moved Cr Lucchesi Seconded Cr Mullan that Council in accordance with Section 5.23(2)(c) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

It is the recommendation of the Responsible Officer that this item be considered “in camera” due to the private and confidential nature of its content.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

14.2 Confidential Item – Matter of a Contract Entered, or may be Entered Into

10/0224

Moved Cr Bowey Seconded Cr Miller that Council adopt the confidential recommendation.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

11/0224

Moved Cr Miller Seconded Cr Mullan that Council re-open the meeting to members of the public.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi

Against - Nil

15 CLOSURE / DATE AND TIME OF NEXT MEETING

There being no further business the President declared the meeting closed at 5.15pm

Ordinary Meeting Wednesday 20 March 2024 at 4:00pm

Shire of Kulin

EFT & Chq Listing for period ended 31 December 2023

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
TRIP			
TRUST			
419533881	08/12/2023	RUTH DUNHAM	\$515.00
		Refund Housing Bond - Balance Owing Unit 3 Workman	
419536224	08/12/2023	KULIN RETIREMENT HOMES INC	\$485.00
		Carpet Cleaning & Exit Cleaning Fee - Unit 3 Workman	
MUNICIPAL			
EFT21476	07/12/2023	AVON WASTE	\$13,616.21
		Refuse Services November 2023	
EFT21477	07/12/2023	AIR LIQUIDE WA	\$21.00
		Cylinder Rent	
EFT21478	07/12/2023	SERVICES AUSTRALIA CHILD SUPPORT	\$371.58
		Payroll Deductions	
EFT21479	07/12/2023	ACRES OF TASTE	\$1,139.50
		Catering, Council Meeting, Fire Awareness Course & Coffee Beans	
EFT21480	07/12/2023	AMD AUDIT & ASSURANCE PTY LTD	\$3,025.00
		2023 Local Roads & Community Infrastructure Audit June 2023	
EFT21481	07/12/2023	BOC LIMITED - A MEMBER OF THE LINDE GROUP	\$31.71
		Cylinder Rent	
EFT21482	07/12/2023	BEST OFFICE SYSTEMS	\$1,096.74
		Printing Charges November 2023	
EFT21483	07/12/2023	BRANDIS CARPENTRY	\$10,230.00
		Repair Patch & Paint Changerooms & Install Exhaust Fans in Showers at Freebairn Centre	
EFT21484	07/12/2023	COUNTRY WIDE FRIDGE LINES PTY LTD	\$319.06
		Freight on Bar Purchase	
EFT21485	07/12/2023	TEAM GLOBAL EXPRESS	\$169.66
		General Freight	
EFT21486	07/12/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	\$562.89
		Building Services Levy	
EFT21487	07/12/2023	CLEANAWAY DANIELS SERVICES PTY LTD	\$81.17
		Waste Sharp Removal	
EFT21488	07/12/2023	DUN DIRECT NORTHAM	\$60,758.98
		Bulk Fuel Purchase, Diesel & ULP	
EFT21489	07/12/2023	EXCUSE MY FRENCH	\$250.00
		Food Truck Hire, Community Christmas Party	
EFT21490	07/12/2023	GANGELLS AGSOLUTIONS	\$2,830.30
		Various Buildings, Depot & Road Maintenance Supplies	
EFT21491	07/12/2023	GARPEN PTY LTD	\$862.00
		Petrol Pump	
EFT21492	07/12/2023	KULIN HARDWARE & RURAL	\$38,715.89
		Various Buildings, Depot & Road Maintenance Supplies	
EFT21493	07/12/2023	KULIN SOCIAL CLUB	\$160.00
		Payroll Deductions	
EFT21494	07/12/2023	KULIN SHIRE TRUST FUND	\$400.00
		Payroll Deductions	
EFT21495	07/12/2023	KULIN LIBRARY, POST OFFICE AND MAIL	\$1,323.30
		Library Service Fee November 2023	

Shire of Kulin

EFT & Chq Listing for period ended 31 December 2023

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT21496	07/12/2023	MULLAN ELECTRICAL	\$599.50
		Repair Blanket Roller & Earth Testing on Metallic Pool Fixtures	
EFT21497	07/12/2023	MCPEST PEST CONTROL	\$275.00
		Spider Treatment, 12 Bowey Way	
EFT21498	07/12/2023	MP MILES MECHANICAL	\$121.07
		Hydraulic Hose	
EFT21499	07/12/2023	PORTER CONSULTING ENGINEERS	\$7,750.60
		Kulin Holt Rock & Alymore Rd Intersection RRSA & Black Spot Application - Final Claim	
EFT21500	07/12/2023	RURAL TRAFFIC SERVICES PTY LTD	\$14,441.90
		Rural Traffic Services Pty Ltd	
EFT21501	07/12/2023	REPCO	\$208.68
		Filters	
EFT21502	07/12/2023	SWAN BREWERY COMPANY PTY LTD	\$2,392.80
		Bar Purchase	
EFT21503	07/12/2023	HG SAVAGE & CO	\$1,045.00
		Coolroom Hire	
EFT21504	07/12/2023	STIRLING ASPHALT	\$66,583.00
		Supply & Lay Asphalt, Kulin Holt Rock Road	
EFT21505	07/12/2023	SAPIO	\$9,713.42
		Monthly IT Support	
EFT21506	07/12/2023	TIN HORSE AUTOMOTIVE	\$753.62
		Battery	
EFT21507	07/12/2023	SYNERGY	\$145.37
		Electricity, 19 McInnes Street	
EFT21508	07/12/2023	PROTEKT AUSTRALIA, CENTRAL SOUTH EAST	\$2,145.00
		Spider Treatment to Various Buildings	
EFT21509	07/12/2023	WESTERN STABILISERS PTY LTD	\$73,365.29
		Cement Stabilisation & Wet Mix Kulin Dudinin Road	
EFT21510	07/12/2023	WA DISTRIBUTORS PTY LTD	\$1,454.15
		Cleaning Supplies	
EFT21511	14/12/2023	ARM SECURITY	\$105.20
		Alarm Monitoring Jan/March 2023	
EFT21512	14/12/2023	SERVICES AUSTRALIA CHILD SUPPORT	\$371.58
		Payroll Deductions	
EFT21513	14/12/2023	AUSTRALIA POST	\$519.15
		Postage & Freight	
EFT21514	14/12/2023	ACRES OF TASTE	\$2,250.00
		Catering, Seniors Christmas Party	
EFT21515	14/12/2023	ABSOLUTE PROMOTIONS PTY LTD	\$1,479.50
		Bucket Hats	
EFT21516	14/12/2023	ATELIER JV (AUST)	\$1,465.20
		Structural Engineering Services at Aquatic Centre	
EFT21517	14/12/2023	ALLOY & STAINLESS PRODUCTS PTY LTD	\$203.68
		Edger Blade 16mm Hole	
EFT21518	14/12/2023	A TO Z CARPENTRY WA	\$33,000.00
		Labour to Construct new Depot Crib Room, Pergola & Lean-to	
EFT21519	14/12/2023	BITUTEK PTY LTD	\$717,006.54
		Supply & Spray Bituminous	
EFT21520	14/12/2023	TEAM GLOBAL EXPRESS	\$114.75
		General Freight	
EFT21521	14/12/2023	CONNELLY IMAGES	\$149.60
		Magnetic Vehicle Sign, Chief Fire Control Officer	

Shire of Kulin

EFT & Chq Listing for period ended 31 December 2023

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT21522	14/12/2023	CA THOLSTRUP	\$1,083.06
		Rates Refund A32	
EFT21523	14/12/2023	LANDGATE	\$91.60
		Rural UV'S Chargeable	
EFT21524	14/12/2023	DOWN TO EARTH TRAINING & ASSESSING	\$10,665.00
		Training - Prepare & Apply Chemicals for Hand Application	
EFT21525	14/12/2023	ENGINE PROTECTION EQUIPMENT PTY LTD	\$533.17
		Filters	
EFT21526	14/12/2023	ELAN	\$2,866.07
		Removal of Tyres	
EFT21527	14/12/2023	FORRESTANIA RESOURCES LIMITED	\$132.52
		Rates Refund A1482	
EFT21528	14/12/2023	GROOVY TUESDAY BAND	\$1,800.00
		Band Performance Fee & Accommodation, Community Christmas Party	
EFT21529	14/12/2023	JILAKIN EARTHMOVING PTY	\$29,601.00
		Wet Hire Grader 149.5 HRS @ 180	
EFT21530	14/12/2023	KLEENHEAT GAS	\$1,197.65
		Gas	
EFT21531	14/12/2023	KULIN SOCIAL CLUB	\$160.00
		Payroll Deductions	
EFT21532	14/12/2023	KULIN COMMUNITY HUB PTY LTD	\$642.00
		Meals & Refreshment, Admin Staff Christmas Dinner	
EFT21533	14/12/2023	KULIN IGA	\$779.19
		Office Statement November 2023	
EFT21534	14/12/2023	SHIRE OF KONDININ	\$25,058.06
		Reimbursement Electricity & Share Of Medical Facilities for October 2023	
EFT21535	14/12/2023	TRINITEQ INTERNATIONAL PTY LTD	\$363.00
		Waiterpos Support, FRC	
EFT21536	14/12/2023	LINEMARKING WA PTY LTD	\$5,720.00
		Linemarking on High Street	
EFT21537	14/12/2023	LARRIKIN HOUSE PTY LTD	\$380.00
		Assorted Story Books, KCCC	
EFT21538	14/12/2023	MODERN TEACHING AIDS PTY LTD	\$585.43
		Various Art & Craft Supplies	
EFT21539	14/12/2023	MULLAN ELECTRICAL	\$3,356.30
		Supply/Install Air Conditioners & GPO at 9 Rankin Street	
EFT21540	14/12/2023	MONSTERBALL AMUSEMENTS & HIRE	\$2,094.99
		Inflatable Equipment for Community Christmas Party	
EFT21541	14/12/2023	MCKENZIE CONCRETE CO	\$16,797.00
		Concrete, New Crib Room	
EFT21542	14/12/2023	MCLEODS LAWYERS	\$3,597.00
		Review of Request for Tender Push Up, Crushing & Screening of Gravel	
EFT21543	14/12/2023	M2 TECHNOLOGY GROUP	\$660.00
		On-Hand and Phone System Messages	
EFT21544	14/12/2023	NAPA KEWDALE	\$833.10
		Parts	
EFT21545	14/12/2023	OCEANBLUE PLUMBING (WA) PTY LTD	\$2,744.50
		Supply & Install Toilet Suits to Male/Female Toilets at Pingaring	
EFT21546	14/12/2023	POOLSHOP ONLINE PTY LTD	\$143.00

Shire of Kulin

EFT & Chq Listing for period ended 31 December 2023

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
		Pressure Gauges	
EFT21547	14/12/2023	RAW CREATIVE	\$5,335.00
		Concept Design & Supply Vehicle Stickers	
EFT21548	14/12/2023	SHIRE OF KELLERBERRIN	\$78.13
		Reimbursement - Meal at LG Professional Conference CEO	
EFT21549	14/12/2023	SEEK LIMITED	\$401.50
		Advertising, Facilities Cleaner/Town Maintenance	
EFT21550	14/12/2023	STEWART & HEATON CLOTHING CO PTY LTD	\$1,410.65
		Bushfire Volunteers PPE	
EFT21551	14/12/2023	SAPIO	\$60,780.12
		Laptops & Desktop Computers Including Installation	
EFT21552	14/12/2023	SNAP SEND SOLVE PTY LTD	\$2,282.50
		Annual Subscription	
EFT21553	14/12/2023	SHANNA MAHOOD	\$71.45
		Bronze Medallion Requal Training for Stella Wade	
EFT21554	14/12/2023	OFFICEWORKS BUSINESS DIRECT	\$785.27
		Stationery	
EFT21555	14/12/2023	WESTRAC PTY LTD	\$2,188.98
		SIS Annual Subscription	
EFT21556	14/12/2023	JONATHON WILSON	\$1,046.75
		Rates Refund A8	
EFT21557	14/12/2023	WURTH AUSTRALIA PTY LTD	\$343.46
		Depot Supplies	
EFT21558	14/12/2023	WESTERN STABILISERS PTY LTD	\$162,153.91
		Wet Mixing, Kulin Holt Rock Road	
EFT21559	14/12/2023	WA DISTRIBUTORS PTY LTD	\$803.75
		Cleaning Supplies	
EFT21560	15/12/2023	DUN DIRECT NORTHAM	\$48,866.78
		Bulk Fuel Purchase, Diesel & ULP	
EFT21561	21/12/2023	PENSKE AUSTRALIA PTY LTD	\$6,174.53
		Repair Oil Leak in Bellhousing	
EFT21562	21/12/2023	RICHARD OLIVER WARD	\$308.99
		Rates Refund A93	
37506	14/12/2023	DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES - RGL	\$660.50
		Annual Liquor Licence	
DD8825.1	10/12/2023	AWARE SUPER	\$12,059.77
		Payroll Deductions	
DD8825.2	10/12/2023	BENDIGO SUPERANNUATION PLAN	\$136.89
		Superannuation Contributions	
DD8825.3	10/12/2023	AUSTRALIAN RETIREMENT TRUST	\$400.74
		Superannuation Contributions	
DD8825.4	10/12/2023	AMP SUPERLEADER	\$249.21
		Superannuation Contributions	
DD8825.5	10/12/2023	AUSTRALIAN SUPERANNUATION	\$1,611.54
		Superannuation Contributions	
DD8825.6	10/12/2023	BENDIGO SMART START SUPERANNUATION FUND	\$143.05
		Superannuation Contributions	
DD8825.7	10/12/2023	HOSTPLUS SUPERANNUATION FUND	\$508.00
		Superannuation Contributions	
DD8825.8	10/12/2023	MLC MASTERKEY SUPERANNUATION	\$307.57
		Superannuation Contributions	
DD8825.9	10/12/2023	PRIME SUPERANNUATION	\$381.46
		Superannuation Contributions	

Shire of Kulin

EFT & Chq Listing for period ended 31 December 2023

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
DD8829.1	01/12/2023	BENDIGO BANK	\$4.98
		Bank DE Fees	
DD8829.2	05/12/2023	SYNERGY	\$2,469.26
		Electricity Freebairn Centre	
DD8829.3	05/12/2023	WATER CORPORATION	\$1,710.37
		Water Usage & Rates Caravan Park & Hostel	
DD8829.4	06/12/2023	WATER CORPORATION	\$598.96
		Water Usage & Rates, Standpipe Yealering Rd	
DD8829.5	08/12/2023	BENDIGO BANK	\$5.25
		Bank DE Fees	
DD8829.6	08/12/2023	WATER CORPORATION	\$2,115.50
		Water Usage & Rates Standpipe Williams Rd	
DD8829.7	01/12/2023	ST.GEORGE BANK	\$763.85
		Merchant Fee	
DD8829.8	11/12/2023	WATER CORPORATION	\$55.78
		Water Usage & Rates Standpipe Pederah Rd	
DD8829.9	11/12/2023	TELSTRA	\$196.69
		Harvest Band Emails	
DD8831.1	19/12/2023	TYRO PAYMENTS	\$166.69
		Merchant Fee	
DD8836.1	24/12/2023	AUSTRALIAN SUPERANNUATION	\$1,145.54
		Superannuation Contributions	
DD8836.2	24/12/2023	BENDIGO SUPERANNUATION PLAN	\$164.42
		Superannuation Contributions	
DD8836.3	24/12/2023	SPACESHIP SUPER	\$19.04
		Superannuation Contributions	
DD8836.4	24/12/2023	AUSTRALIAN RETIREMENT TRUST	\$400.74
		Superannuation Contributions	
DD8836.5	24/12/2023	AMP SUPERLEADER	\$248.69
		Superannuation Contributions	
DD8836.6	24/12/2023	AWARE SUPER	\$12,027.10
		Payroll Deductions	
DD8836.7	24/12/2023	BENDIGO SMART START SUPERANNUATION FUND	\$171.15
		Superannuation Contributions	
DD8836.8	24/12/2023	HOSTPLUS SUPERANNUATION FUND	\$506.68
		Superannuation Contributions	
DD8836.9	24/12/2023	MLC MASTERKEY SUPERANNUATION	\$350.65
		Superannuation Contributions	
DD8839.1	15/12/2023	AUSTRALIAN LIQUOR MARKETERS PTY. LIMITED	\$3,210.85
		Bar Purchase	
DD8839.2	18/12/2023	TYRO PAYMENTS	\$117.67
		Merchant Fee	
DD8839.3	18/12/2023	BENDIGO BANK	\$0.15
		Bank DE Fees	
DD8839.4	21/12/2023	BENDIGO BANK	\$0.30
		Bank DE Fees	
DD8839.5	27/12/2023	BENDIGO BANK	\$9.60
		Bank DE Fees	
DD8839.6	27/12/2023	CARLTON & UNITED	\$1,336.84
		Bar Purchase	
DD8839.7	18/12/2023	TELSTRA	\$969.93
		Office Phone Usage & Equipment Rent	
DD8839.8	18/12/2023	SYNERGY	\$660.78
		Electricity	
DD8839.9	29/12/2023	TELSTRA	\$354.86

Shire of Kulin

EFT & Chq Listing for period ended 31 December 2023

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
		Mobiles/iPad Usage & Equipment Rent	
DD8825.10	10/12/2023	THE TRUSTEE FOR THE AMP SUPER FUND	\$567.79
		Superannuation Contributions	
DD8825.11	10/12/2023	REST SUPERANNUATION	\$752.95
		Superannuation Contributions	
DD8825.12	10/12/2023	CBUS SUPER	\$167.63
		Superannuation Contributions	
DD8829.10	04/12/2023	WATER CORPORATION	\$5,405.39
		Water Usage & Rates Aquatic Centre	
DD8829.11	01/12/2023	SYNERGY	\$5,130.41
		Electricity	
DD8829.12	11/12/2023	CARLTON & UNITED	\$1,116.28
		Bar Purchase	
DD8829.13	13/12/2023	BENDIGO BANK	\$9.30
		Bank DE Fees	
DD8829.14	14/12/2023	BENDIGO BANK	\$7.35
		Bank DE Fees	
DD8829.15	15/12/2023	TELAIR PTY LTD	\$614.90
		Monthly Access Fee	
DD8829.16	01/12/2023	WESTNET INTERNET SERVICES	\$69.95
		Westnet Service	
DD8829.17	04/12/2023	CRISP WIRELESS PTY LTD	\$99.00
		Monthly Internet Service, 12 Bowey Way	
DD8829.18	04/12/2023	CARLTON & UNITED	\$753.95
		Bar Purchase	
DD8836.10	24/12/2023	PRIME SUPERANNUATION	\$375.61
		Superannuation Contributions	
DD8836.11	24/12/2023	THE TRUSTEE FOR THE AMP SUPER FUND	\$557.82
		Superannuation Contributions	
DD8836.12	24/12/2023	REST SUPERANNUATION	\$766.12
		Superannuation Contributions	
DD8836.13	24/12/2023	CBUS SUPER	\$185.53
		Superannuation Contributions	
8360348	13/12/2023	BULK PAYMENT	\$97,725.39
		Payroll	
8392971	27/12/2023	BULK PAYMENT	\$88,566.50
		Payroll	
Sub-total: EFT & Chq Payments			\$1,728,652.92
TOTAL PAYMENTS FOR MONTH ENDING 31 December 2023			\$1,728,652.92

CREDIT & BP CARDS SUMMARY
Sunday, 31 December 2023

Transaction Date	Officer	Creditor	Amount
4/12/2023		Party Source	-\$11.99
		Credit	
4/12/2023	TARYN SCADDING	DEPARTMENT OF COMMUNITIES	\$124.00
		KCCC Waiver	
6/12/2023	ALAN LEESON	WEB FARM WEEKLY	\$195.00
		Ditgital Subscription	
6/12/2023	ALAN LEESON	WA NEWS	\$84.00
		Digital Subscription	
8/12/2023	FIONA MURPHY	THE GREY NOMADS	\$25.00
		Advertising - Truck Driver	
8/12/2023	FIONA MURPHY	OFFICEWORKS	\$55.96
		Stationery - Cards & Vouchers	
8/12/2023	FIONA MURPHY	GRAHAM VALE	\$25.00
		Advertising - Cleaner	
11/12/2023	JUDD HOBSON	BORA HEALTH	\$958.00
		SureSafeGo 4G Alarms for Medical & Freebairn Centre	
13/12/2023	JUDD HOBSON	KULIN COMMUNITY FINANCIAL SERVICES	\$18.90
		Plate Change -MV124	
13/12/2023	JUDD HOBSON	KULIN COMMUNITY FINANCIAL SERVICES	\$18.90
		Change of Plate MV27	
13/12/2023	TARYN SCADDING	ACRES OF TASTE	\$46.00
		KCCC Staff Lunch	
14.12/2023	JUDD HOBSON	TOOLMART AUSTRALIA	\$350.90
		Magnesium Float, Cement Float, Edger, Concrete Rakes for High Rd Drainage	
15/12/2023	FIONA MURPHY	SIMPLEINOUT	\$31.33
		Monthly Subscription	
15/12/2023	CASSI LEWIS	TELSTRA	\$49.95
		Internet at Aquatic Centre	
17/12/2023	TARYN SCADDING	FACEBOOK	\$103.00
		Facebook Post	
21/12/2023	FIONA MURPHY	HARVEY NORMAN	\$1,622.95
		Laptop for Greg Wicks - Salary Sacrafice	
26/12/2023	JUDD HOBSON	COLES BUSSELTON	\$115.00
		Fuel	
26/12/2023	TARYN SCADDING	FACEBOOK	\$61.80
		Facebook Post	
2/12/2023	JUDD HOBSON	SAAD INVESTMENT PTY BUSSELTON	\$65.00
		Tyre Repair MV30	
30/12/2023		BENDIGO BANK	\$24.00
		Card Fees	
			\$3,962.70
BP CARD PURCHASE			

009650

 SHIRE OF KULIN
 PO BOX 125
 KULIN WA 6365

Your details at a glance

BSB number	633-000
Account number	691211254
Customer number	7421415/M201
Account title	SHIRE OF KULIN SHIRE OF KULIN

Account summary

Statement period	1 Dec 2023 - 31 Dec 2023
Statement number	223
Opening balance on 1 Dec 2023	\$3,371.91
Payments & credits	\$3,383.90
Withdrawals & debits	\$3,944.98
Interest charges & fees	\$29.71
Closing Balance on 31 Dec 2023	\$3,962.70

Account details

Credit limit	\$10,000.00
Available credit	\$6,037.30
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$118.88
Payment due	14 Jan 2024

Any questions?

Contact Charmaine King at Shop 1, Lot 157 Bull St, Kulin 6365 on **08 9880 1422**, or call **1300 BENDIGO** (1300 236 344).



336BH101 / E-O / S-4697 / 1-4697 / 0007421415000810

Business Credit Card

Minimum Payment Warning. If you make only the minimum payment each month, you will pay more interest and it will take you longer to pay off your balance.

If you make no additional charges using this card and each month you pay the minimum payment	You will pay off the Closing Balance shown on this statement in about 14 years and 9 months	And you will pay an estimated total of interest charges of \$2,398.42
If you make no additional charges using this card and each month you pay \$190.24	You will pay off the Closing Balance shown on this statement in about 2 years	And you will pay an estimated total of interest charges of \$603.06, a saving of \$1,795.36

Having trouble making payments?

If you are having trouble making credit card repayments, please contact our Mortgage Help Centre on 1800 652 146.

Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$3,371.91
4 Dec 23	PARTY SOURCE, CANNING VALE AUS RETAIL PURCHASE RETURN 03/12 CARD NUMBER 552638XXXXXXXX021 1		11.99	3,359.92
6 Dec 23	DEPARTMENT OF COMMUN, PERTH AUS RETAIL PURCHASE 04/12 CARD NUMBER 552638XXXXXXXX021 1	124.00		3,483.92
7 Dec 23	web*farmweekly, 1300 131095 AUS RETAIL PURCHASE 06/12 CARD NUMBER 552638XXXXXXXX832 1	195.00		3,678.92
8 Dec 23	WANEWSDTI, Osborne Park AUS RETAIL PURCHASE 06/12 CARD NUMBER 552638XXXXXXXX832 1	84.00		3,762.92
9 Dec 23	THE GREY NOMADS, BEN OWA AUS RETAIL PURCHASE 08/12 CARD NUMBER 552638XXXXXXXX418 1	25.00		3,787.92
10 Dec 23	OFFICEWORKS, BENTLEY GH EAS AUS RETAIL PURCHASE 08/12 CARD NUMBER 552638XXXXXXXX418 1	55.96		3,843.88
10 Dec 23	PAYPAL *GRAHAMVALE, 4029357733 AUS RETAIL PURCHASE 08/12 CARD NUMBER 552638XXXXXXXX418 1	25.00		3,868.88
13 Dec 23	BORA HEALTH, 0468485 040 AUS RETAIL PURCHASE 11/12 CARD NUMBER 552638XXXXXXXX706 1	958.00		4,826.88
14 Dec 23	PERIODIC TFR 00074214151201 00000000000		3,371.91	1,454.97

336BH101/E-O/S-4698/1-4698/0007421415000810

Date Paid ___ / ___ / ___ Amount \$ _____

Business Credit Card - Payment options



Pay in person: Visit any **Bendigo Bank** branch to make your payment.



Internet banking: Pay your credit card using ebanking 24 hours a day, 7 days a week.
www.bendigobank.com.au



Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.



Pay by post: Mail this slip with your cheque to -
PO Box 480 Bendigo VIC 3552.
 If paying by cheque please complete the details below.



Bill code: 342949
Ref: 691211254

Bank@Post™ Pay at any Post Office by **Bank@Post** using your credit card.

Business Credit Card

BSB number 633-000
Account number 691211254
Customer name SHIRE OF KULIN
Minimum payment required \$118.88
Closing Balance on 31 Dec 2023 \$3,962.70
Payment due 14 Jan 2024

Date _____ Payment amount _____

Drawer	Chq No	BSB	Account No	\$	¢

^Fees will apply for payments made using Bank@Post. Refer to Bendigo Bank Schedule of Fees & Charges and Transaction Account Rebates.

Business Credit Card *(continued)*

Date	Transaction	Withdrawals	Payments	Balance
14 Dec 23	Kulin Community Fina , Kulin AUS RETAIL PURCHASE 13/12 CARD NUMBER 552638XXXXXXXX706 1	18.90		1,473.87
14 Dec 23	Kulin Community Fina , Kulin AUS RETAIL PURCHASE 13/12 CARD NUMBER 552638XXXXXXXX706 1	18.90		1,492.77
14 Dec 23	SQ *ACRES OF TASTE, Kulin AUS RETAIL PURCHASE 13/12 CARD NUMBER 552638XXXXXXXX021 1	46.00		1,538.77
16 Dec 23	TOOLMART AUSTRALIA P , BELMONT AUS RETAIL PURCHASE 14/12 CARD NUMBER 552638XXXXXXXX706 1	350.90		1,889.67
16 Dec 23	SIMPLEINOUT.COM, FAR GO US RETAIL PURCHASE-INTERNATIONAL 15/12 19.99 U.S. DOLLAR CARD NUMBER 552638XXXXXXXX418 1	30.42		1,920.09
16 Dec 23	INTERNATIONAL TRANSACTION FEE	0.91		1,921.00
17 Dec 23	Telstra Direct Debit ,AUSTRALIA AUS RETAIL PURCHASE 15/12 CARD NUMBER 552638XXXXXXXX823 1	49.95		1,970.95
19 Dec 23	FACEBK *7F37GWFVP2, fb.me/ads AUS RETAIL PURCHASE-INTERNATIONAL 17/12 CARD NUMBER 552638XXXXXXXX021 1	100.00		2,070.95
19 Dec 23	INTERNATIONAL TRANSACTION FEE	3.00		2,073.95
22 Dec 23	Harvey Norman On, Hom ebush West AUS RETAIL PURCHASE 21/12 CARD NUMBER 552638XXXXXXXX418 1	1,622.95		3,696.90
28 Dec 23	COLES EXPRESS 2010, BUSSELTON AUS RETAIL PURCHASE 26/12 CARD NUMBER 552638XXXXXXXX706 1	115.00		3,811.90
28 Dec 23	FACEBK *UG79UXTVP2, fb.me/ads AUS RETAIL PURCHASE-INTERNATIONAL 26/12 CARD NUMBER 552638XXXXXXXX021 1	60.00		3,871.90
28 Dec 23	INTERNATIONAL TRANSACTION FEE	1.80		3,873.70
30 Dec 23	SAAD INVESTMENTS PTY ,BUSSELTON AUS RETAIL PURCHASE 28/12 CARD NUMBER 552638XXXXXXXX706 1	65.00		3,938.70
30 Dec 23	CARD FEE 6 @ \$4.00	24.00		3,962.70
Transaction totals / Closing balance		\$3,974.69	\$3,383.90	\$3,962.70

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED
FOR YOUR ACCOUNT.

Shire of Kulin

EFT & Chq Listing for period ended 31 January 2024

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
TRIP			
MUNICIPAL & TRUST			
EFT21563	09/01/2024	SHIRE OF KULIN Rent Owing Unit 2 & Key Cutting	\$508.60
EFT21564	09/01/2024	STEVEN HOOSON Balance Owing on Housing Bond	\$211.40
EFT21565	09/01/2024	AIR LIQUIDE WA Cylinder Rent	\$21.70
EFT21566	09/01/2024	SERVICES AUSTRALIA CHILD SUPPORT Payroll Deduction	\$371.58
EFT21567	09/01/2024	ACRES OF TASTE Council Catering December Meeting	\$238.00
EFT21568	09/01/2024	AFGRI EQUIPMENT AUSTRALIA New 670GP Grader	\$545,050.00
EFT21569	09/01/2024	BOC LIMITED - A MEMBER OF THE LINDE GROUP Cylinder Rent	\$19.44
EFT21570	09/01/2024	BEST OFFICE SYSTEMS Printing Charges	\$2,172.59
EFT21571	09/01/2024	RA & RJ BOWEY Sitting Fees & Travel Expenses July/December 2023	\$1,934.64
EFT21572	09/01/2024	COUNTRY WIDE FRIDGE LINES PTY LTD Freight on Bar Purchase	\$241.69
EFT21573	09/01/2024	TEAM GLOBAL EXPRESS Freight	\$598.59
EFT21574	09/01/2024	CUBALLING WINDSCREENS Supply & Fit Windscreen to Fuso Truck	\$2,156.00
EFT21575	09/01/2024	LANDGATE Gross Rental Valuations Chargeable	\$74.15
EFT21576	09/01/2024	DENARO NOMINEES Hire of 36 Tonne Excavator	\$484.00
EFT21577	09/01/2024	DUN DIRECT NORTHAM Bulk Fuel Purchase, Diesel & ULP	\$39,630.64
EFT21578	09/01/2024	ENGINE PROTECTION EQUIPMENT PTY LTD Filters	\$400.03
EFT21579	09/01/2024	FEGAN BUILDING SURVEYING Contract Building Surveying	\$247.50
EFT21580	09/01/2024	G & M DETERGENTS Cleaning Supplies	\$251.12
EFT21581	09/01/2024	GARPEN PTY LTD Engine Mounts	\$112.00
EFT21582	09/01/2024	TROY GANGELL Sitting Fees & Travel Expenses July/December 2023	\$1,380.00
EFT21584	09/01/2024	HELLO PERTH Perth Airport Brochure Stand Fees Jan/March 2023	\$385.00
EFT21585	09/01/2024	KULIN HARDWARE & RURAL Various Buildings, Depot & Road Maintenance Supplies	\$3,171.47
EFT21586	09/01/2024	KLEENHEAT GAS Yearly Facility Fees	\$76.98
EFT21587	09/01/2024	KULIN SOCIAL CLUB Payroll Deductions	\$160.00
EFT21588	09/01/2024	KULIN SHIRE TRUST FUND Payroll Deductions	\$200.00
EFT21589	09/01/2024	KULIN COMMUNITY HUB PTY LTD Accommodation, Bouncy Castle Staff - Christmas Party	\$330.00
EFT21590	09/01/2024	KULIN IGA Statement December 2023	\$2,413.88

Shire of Kulin

EFT & Chq Listing for period ended 31 January 2024

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT21591	09/01/2024	KULIN TYRE SERVICE	\$9,069.50
		Tyres, Tubes, Batteries & Repairs	
EFT21592	09/01/2024	KULIN LIBRARY, POST OFFICE AND MAIL	\$1,323.30
		Library Service Fee December 2023	
EFT21593	09/01/2024	MICHAEL LUCCHESI	\$1,554.72
		Sitting Fees & Travel Expenses July/December 2023	
EFT21594	09/01/2024	MP MILES MECHANICAL	\$1,187.73
		Hoses	
EFT21595	09/01/2024	CLINTON MULLAN	\$2,305.92
		Sitting Fees & Travel Expenses July/December 2023	
EFT21596	09/01/2024	BW & MJ MILLER	\$864.72
		Sitting Fees & Travel Expenses November/December 2023	
EFT21597	09/01/2024	JARRON NOBLE	\$1,934.64
		Sitting Fees & Travel Expenses July/December 2023	
EFT21598	09/01/2024	NAPA KEWDALE	\$616.86
		Parts	
EFT21599	09/01/2024	OFFICE OF THE AUDITOR GENERAL	\$29,799.00
		Audit for the Year Ended 30 June 2023	
EFT21600	09/01/2024	POWERFORCE MIDLAND	\$38.84
		Elements	
EFT21601	09/01/2024	PLATINUM SUPPLY	\$3,654.46
		UHF Radios & Boosters	
EFT21602	09/01/2024	QUEST PAYMENT SYSTEMS	\$418.00
		OPT Monthly Maintenance Fee December 2023	
EFT21603	09/01/2024	GRANT ROBINS	\$7,530.00
		Sitting Fees & Presidents Allowance July/December 2023	
EFT21604	09/01/2024	REPCO	\$230.73
		Spotlight Switch	
EFT21605	09/01/2024	ROCKY RIDGE BREWING CO PTY LTD	\$356.40
		Bar Purchase	
EFT21606	09/01/2024	SHIRE OF KONDININ	\$8,659.77
		Share of Medical Facilities November 2023	
EFT21607	09/01/2024	SHIRE OF CORRIGIN	\$4,452.80
		ROE Regional Environmental Health Services Scheme November 2023	
EFT21608	09/01/2024	SMOKER, BRADLEY	\$2,802.50
		Sitting Fees & Deputy Presidents Allowance July/December 2023	
EFT21609	09/01/2024	SWAN BREWERY COMPANY PTY LTD	\$1,268.08
		Bar Purchase	
EFT21610	09/01/2024	SAFE ROADS WA	\$2,565.75
		Supply Paveliner Including DE-MOB/MOB & Emulsion	
EFT21611	09/01/2024	SAPIO	\$115.50
		Balance Owing on Supply/Installation of New Computers	
EFT21612	09/01/2024	TRUCKLINE	\$607.20
		Parts	
EFT21613	09/01/2024	TAMORA PLUMBING AND GAS	\$2,118.60
		Supply & Install Water Cooler at Aquatic Centre	
EFT21614	09/01/2024	SW TAYLOR	\$1,210.00
		Quarterly WHS Service	
EFT21615	09/01/2024	TIN HORSE AUTOMOTIVE	\$2,334.20
		Tyres & Rims	
EFT21616	09/01/2024	OFFICEWORKS BUSINESS DIRECT	\$1,965.73
		Whiteboard	
EFT21617	09/01/2024	VANGUARD PUBLISHING	\$2,024.00
		2024 AGO Planner	
EFT21618	09/01/2024	WESTRAC PTY LTD	\$748.28
		Parts	
EFT21619	09/01/2024	WESTERN SHEDS & GARAGES	\$3,915.00

Shire of Kulin

EFT & Chq Listing for period ended 31 January 2024

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
		Shed, 12 Bowey Way Claim #1	
EFT21620	09/01/2024	WA DISTRIBUTORS PTY LTD	\$1,039.60
		Cleaning Supplies	
EFT21621	16/01/2024	KULTURE KOATINGS	\$6,365.30
		New Flooring at Daycare - Claim #2	
EFT21622	18/01/2024	AVON WASTE	\$13,528.79
		Refuse Service December 2023	
EFT21623	18/01/2024	SERVICES AUSTRALIA CHILD SUPPORT	\$371.58
		Payroll Deductions	
EFT21624	18/01/2024	AIR RESPONSE	\$832.69
		Air Conditioners Maintenance	
EFT21625	18/01/2024	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	\$415.17
		BCITF Levy Payment	
EFT21626	18/01/2024	COUNTRY WIDE FRIDGE LINES PTY LTD	\$16.59
		Freight	
EFT21627	18/01/2024	TEAM GLOBAL EXPRESS	\$160.66
		Freight	
EFT21628	18/01/2024	CYLINDER MOWERS WA PTY LTD	\$736.90
		Replace Knife, Grind Reel & Service Mower	
EFT21629	18/01/2024	LANDGATE	\$135.10
		Rural UV'S Chargeable	
EFT21630	18/01/2024	DAIMLER TRUCKS PERTH	\$240.59
		Coolant Fuse	
EFT21631	18/01/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	\$799.50
		Building Service Levy	
EFT21632	18/01/2024	DUN DIRECT NORTHAM	\$48,758.25
		Bulk Fuel Purchase, Diesel & ULP	
EFT21634	18/01/2024	EDWARDS ISUZU UTE	\$393.66
		Door Harness	
EFT21635	18/01/2024	GANGELLS AGSOLUTIONS	\$8,110.04
		Various Buildings, Depot & Road Maintenance Supplies	
EFT21636	18/01/2024	HOST CATERING SUPPLIES HEAD OFFICE	\$157.30
		Cutlery for Council/Administration	
EFT21637	18/01/2024	HYDRECO HYDRAULICS (WA) PTY LTD	\$449.88
		Air Valves	
EFT21638	18/01/2024	KULIN SOCIAL CLUB	\$160.00
		Payroll Deductions	
EFT21639	18/01/2024	KULIN SHIRE TRUST FUND	\$200.00
		Payroll Deductions	
EFT21640	18/01/2024	KULIN MUSEUM SOCIETY INC	\$300.00
		Refuse Site Maintenance	
EFT21641	18/01/2024	MOORE AUSTRALIA WA PTY LTD	\$1,320.00
		2024 Budget Workshop Registration, Fiona Murphy	
EFT21642	18/01/2024	MCKENZIE CONCRETE CO	\$11,545.16
		Supply 13 M3 of MPA Concrete, High Street	
EFT21643	18/01/2024	NAPA KEWDALE	\$192.50
		Filters	
EFT21644	18/01/2024	ON SOLUTION PTY LTD	\$683.01
		Clever Logger Temperature Logger & Probe	
EFT21645	18/01/2024	POOLSHOP ONLINE PTY LTD	\$687.50
		Chemicals	
EFT21646	18/01/2024	PLATINUM SUPPLY	\$307.78
		Mirror Heads	
EFT21647	18/01/2024	EB & OM SLOGGETT	\$853.60
		Regas Coolroom	
EFT21648	18/01/2024	SYRED MECHANICAL SERVICES	\$1,062.22
		Oil	

Shire of Kulin

EFT & Chq Listing for period ended 31 January 2024

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT21649	18/01/2024	SAPIO	\$14,941.28
		Computers for Medical Centre & Library, Installation Two Extra CCTV Cameras, Monthly IT Support	
EFT21650	18/01/2024	TRUCK CENTRE (WA) PTY LTD	\$427.89
		Outer Engine Air Filter Replacement	
EFT21651	18/01/2024	TAMORA PLUMBING AND GAS	\$621.50
		Service Hot Water System & Replace Temp Valve, 12 Bowey Way	
EFT21652	18/01/2024	THE AG SHOP	\$243.81
		Camlocks & Poly Bush	
EFT21653	18/01/2024	OFFICEWORKS BUSINESS DIRECT	\$1,180.03
		Stationery	
EFT21654	18/01/2024	W.A. TREASURY CORPORATION	\$3,100.46
		GFEE December 2023	
EFT21655	18/01/2024	SYNERGY	\$178.70
		Electricity Unit 4 Johnston St	
EFT21656	18/01/2024	PROTEKT AUSTRALIA, CENTRAL SOUTH EAST	\$440.00
		Spider treatment & Mice Baits, FRC, 3 Hodgson Street & Tennis Club	
EFT21657	18/01/2024	INDUSTRIAL AUTOMATION GROUP	\$5,979.05
		Remote Access Fee Jan/June 2024 - 16 Standpipes	
EFT21658	18/01/2024	WA CONTRACT RANGER SERVICES	\$731.50
		Ranger Service	
EFT21659	18/01/2024	WESTERN SHEDS & GARAGES	\$2,915.00
		Shed Kit Claim #2	
EFT21660	18/01/2024	WM & CL GARDNER	\$6,545.00
		Water Cart Hire	
EFT21661	24/01/2024	SERVICES AUSTRALIA CHILD SUPPORT	\$371.58
		Payroll Deductions	
EFT21662	24/01/2024	TEAM GLOBAL EXPRESS	\$93.40
		Freight	
EFT21663	24/01/2024	EVASHAM FARMS	\$9,228.45
		Hire of Water Tanker	
EFT21664	24/01/2024	FEGAN BUILDING SURVEYING	\$657.25
		Contract Building Surveying	
EFT21665	24/01/2024	KLEENHEAT GAS	\$375.32
		Gas	
EFT21666	24/01/2024	KULIN SOCIAL CLUB	\$160.00
		Payroll Deductions	
EFT21667	24/01/2024	KULIN SHIRE TRUST FUND	\$200.00
		Payroll Deductions	
EFT21668	24/01/2024	KULIN IGA	\$143.90
		KCCC Statement December 2023	
EFT21669	24/01/2024	MOORE AUSTRALIA WA PTY LTD	\$275.00
		2023 WALGA Tax Webinar Registration, Fiona Murphy	
EFT21670	24/01/2024	QUEST PAYMENT SYSTEMS	\$418.00
		OPT Monthly Maintenance Fee January 2024	
EFT21671	24/01/2024	SWAN BREWERY COMPANY PTY LTD	\$1,165.43
		Bar Purchase	
EFT21672	24/01/2024	SULLIVAN LOGISTICS PTY LTD	\$144.43
		Freight	
EFT21673	24/01/2024	TOURISM COUNCIL	\$275.00
		Tiny tourism Town Nomination Fee	
EFT21674	24/01/2024	WESTRAC PTY LTD	\$16,940.33
		Parts, Labour Repairs to Grader	
EFT21675	24/01/2024	INDUSTRIAL AUTOMATION GROUP	\$19,782.95
		Standpipe Controller Upgrades - 50% Deposit	
EFT21676	24/01/2024	WOOLSHED COLLECTIVE	\$148.50
		Christmas Gift Voucher - Steve Kempton	

Shire of Kulin

EFT & Chq Listing for period ended 31 January 2024

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
37502	09/01/2024	PETTY CASH RECoup - PLEASE PAY CASH	\$452.60
		Petty Cash Recoup December 2023	
DD8843.1	07/01/2024	AUSTRALIAN SUPERANNUATION	\$647.23
		Superannuation Contributions	
DD8843.2	07/01/2024	AUSTRALIAN RETIREMENT TRUST	\$414.44
		Superannuation Contributions	
DD8843.3	07/01/2024	AMP SUPERLEADER	\$265.34
		Superannuation Contributions	
DD8843.4	07/01/2024	AWARE SUPER	\$11,814.77
		Payroll Deductions	
DD8843.5	07/01/2024	HOSTPLUS SUPERANNUATION FUND	\$474.47
		Superannuation Contributions	
DD8843.6	07/01/2024	PRIME SUPERANNUATION	\$391.66
		Superannuation Contributions	
DD8843.7	07/01/2024	THE TRUSTEE FOR THE AMP SUPER FUND	\$554.18
		Superannuation Contributions	
DD8843.8	07/01/2024	MLC MASTERKEY SUPERANNUATION	\$240.01
		Superannuation Contributions	
DD8843.9	07/01/2024	REST SUPERANNUATION	\$818.82
		Superannuation Contributions	
DD8861.1	21/01/2024	AWARE SUPER	\$12,590.34
		Payroll Deductions	
DD8861.2	21/01/2024	BENDIGO SUPERANNUATION PLAN	\$139.76
		Superannuation Contributions	
DD8861.3	21/01/2024	AUSTRALIAN RETIREMENT TRUST	\$400.74
		Superannuation Contributions	
DD8861.4	21/01/2024	AMP SUPERLEADER	\$193.01
		Superannuation Contributions	
DD8861.5	21/01/2024	AUSTRALIAN SUPERANNUATION	\$1,019.07
		Superannuation Contributions	
DD8861.6	21/01/2024	BENDIGO SMART START SUPERANNUATION FUND	\$118.35
		Superannuation Contributions	
DD8861.7	21/01/2024	HOSTPLUS SUPERANNUATION FUND	\$488.27
		Superannuation Contributions	
DD8861.8	21/01/2024	PRIME SUPERANNUATION	\$812.67
		Superannuation Contributions	
DD8861.9	21/01/2024	THE TRUSTEE FOR THE AMP SUPER FUND	\$556.91
		Superannuation Contributions	
DD8864.1	16/01/2024	TYRO PAYMENTS	\$149.66
		Merchant Fees	
DD8867.1	01/01/2024	BENDIGO BANK	\$0.80
		Bank DE Fees	
DD8867.2	10/01/2024	BENDIGO BANK	\$8.70
		Bank DE Fees	
DD8867.3	12/01/2024	SYNERGY	\$3,065.44
		Electricity, FRC	
DD8867.4	10/01/2024	WATER CORPORATION	\$646.39
		Water Usage, & Rates Dudinin Standpipe	
DD8867.5	15/01/2024	TELAIR PTY LTD	\$614.90
		Monthly Access Fee	
DD8867.6	15/01/2024	AUSTRALIAN LIQUOR MARKETERS PTY. LIMITED	\$1,448.86
		Bar Purchase	
DD8867.7	16/01/2024	TELSTRA	\$1,257.23
		Phone Usage & Equipment Rent	
DD8867.8	17/01/2024	SYNERGY	\$869.40
		Electricity, Caravan Park & Hostel	
DD8867.9	17/01/2024	BENDIGO BANK	\$0.15
		Bank DE Fees	
DD8872.1	29/01/2024	TELSTRA	\$359.18

Shire of Kulin

EFT & Chq Listing for period ended 31 January 2024

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
		Mobile Phones Usage	
DD8843.10	07/01/2024	CBUS SUPER	\$184.85
		Superannuation Contributions	
DD8843.11	07/01/2024	BENDIGO SUPERANNUATION PLAN	\$137.21
		Superannuation Contributions	
DD8861.10	21/01/2024	MLC MASTERKEY SUPERANNUATION	\$251.88
		Superannuation Contributions	
DD8861.11	21/01/2024	REST SUPERANNUATION	\$818.83
		Superannuation Contributions	
DD8861.12	21/01/2024	CBUS SUPER	\$193.77
		Superannuation Contributions	
DD8867.10	19/01/2024	SYNERGY	\$2,223.05
		Electricity	
DD8867.11	02/01/2024	BENDIGO BANK	\$3.20
		Bank DE Fees	
DD8867.12	19/01/2024	BENDIGO BANK	\$5.85
		Bank DE Fees	
DD8867.13	22/01/2024	SYNERGY	\$209.62
		Electricity	
DD8867.14	23/01/2024	SYNERGY	\$3,298.25
		Electricity	
DD8867.15	01/01/2024	WESTNET INTERNET SERVICES	\$69.95
		Westnet Service, Depot	
DD8867.16	24/01/2024	BENDIGO BANK	\$10.95
		Bank DE Fees	
DD8867.17	29/01/2024	SYNERGY	\$780.64
		Electricity	
DD8867.18	16/01/2024	TYRO PAYMENTS	\$275.18
		Merchant Fees	
DD8867.19	02/01/2024	CRISP WIRELESS PTY LTD	\$99.00
		Monthly Internet Service, 12 Bowey Way	
DD8867.20	03/01/2024	ST.GEORGE BANK	\$758.11
		Merchant Fees	
DD8867.21	08/01/2024	SYNERGY	\$6,914.33
		Electricity	
DD8867.22	08/01/2024	TELSTRA	\$198.12
		Integrated Messaging	
DD8867.23	09/01/2024	BENDIGO BANK	\$8.40
		Bank DE Fees	
DD8867.24	10/01/2024	SYNERGY	\$112.41
		Supply Charge, Pingaring Conveniences	
8409511	09/01/2024	BULK PAYMENT	\$77,567.47
		Payroll Deduction	
8439002	24/01/2024	BULK PAYMENT	\$88,766.83
		Payroll Deduction	
Sub-total: EFT & Chq Payments			\$1,109,721.61
TOTAL PAYMENTS FOR MONTH ENDING 31 January 2024			\$1,109,721.61

CREDIT & BP CARDS SUMMARY
Wednesday, 31 January 2024

Transaction Date	Officer	Creditor	Amount
2/01/2024	TARYN SCADDING	SP CANCER COUNCIL	\$174.75
		Sunburn Cream for KCCC	
2/01/2024	JUDD HOBSON	CALTEX BUSSELTON	\$125.01
		Diesel Fuel	
8/01/2024	ALAN LEESON	ASIC	\$31.00
		Company Search - Coonara Pty Ltd, Fence Road North Gravel	
15/01/2024	FIONA MURPHY	SIMPLEINOUT	\$30.97
		Monthly Subscription	
15/01/2024	FIONA MURPHY	DMIRS EAST PERTH	\$860.00
		Fuel Facility Annual Licence	
16/01/2024	ALAN LEESON	LANDGATE	\$30.50
		Title Search - Certificate of Title	
17/01/2024	CASSI LEWIS	TELSTRA	\$49.95
		Monthly Internet Fee for Aquatic Centre	
18/01/2024	JUDD HOBSON	SHELL DENMARK	\$117.10
		Diesel Fuel	
22/01/2024	JUDD HOBSON	BP WALPOLE	\$30.00
		AdBlue PMV30	
24/01/2024	TARYN SCADDING	AWARDS AND TROPHIES	\$524.00
		Triathlon Trophies	
24/01/2024	JUDD HOBSON	SHELL DENMARK	\$96.04
		Diesel Fuel	
26/01/2024	TARYN SCADDING	FACEBOOK	\$92.70
		Visit Kulin Post Boost	
27/01/2024	TARYN SCADDING	KMART	\$305.50
		Consumables for KCCC	
28/01/2024	JUDD HOBSON	BAKERS FOOD AND FUEL, KING RIVER	\$80.57
		Diesel Fuel	
28/01/2024	ALAN LEESON	SPOTLIGHT	\$147.00
		Black Out Curtains Bedrooms 3 & 4, 12 Bowey Way	
29/01/2024	JUDD HOBSON	INVARION	\$452.52
		Rapid Plan Renewal	
30/01/2024		BENDIGO BANK	\$24.00
		Card Fee	
			\$3,171.61
BP CARD PURCHASE			

009650

 SHIRE OF KULIN
 PO BOX 125
 KULIN WA 6365

Your details at a glance

BSB number	633-000
Account number	691211254
Customer number	7421415/M201
Account title	SHIRE OF KULIN SHIRE OF KULIN

Account summary

Statement period	1 Jan 2024 - 31 Jan 2024
Statement number	224
Opening balance on 1 Jan 2024	\$3,962.70
Payments & credits	\$3,962.70
Withdrawals & debits	\$3,144.01
Interest charges & fees	\$27.60
Closing Balance on 31 Jan 2024	\$3,171.61

Account details

Credit limit	\$10,000.00
Available credit	\$6,828.39
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$95.14
Payment due	14 Feb 2024

Any questions?

Contact Charmaine King at Shop 1, Lot 157 Bull St, Kulin 6365 on **08 9880 1422**, or call **1300 BENDIGO** (1300 236 344).



441BH101 / E-0 / S-4439 / 1-4-439 / 0007421415000804

Business Credit Card

Minimum Payment Warning. If you make only the minimum payment each month, you will pay more interest and it will take you longer to pay off your balance.

If you make no additional charges using this card and each month you pay the minimum payment	You will pay off the Closing Balance shown on this statement in about 13 years and 9 months	And you will pay an estimated total of interest charges of \$1,895.61
If you make no additional charges using this card and each month you pay \$152.26	You will pay off the Closing Balance shown on this statement in about 2 years	And you will pay an estimated total of interest charges of \$482.63, a saving of \$1,412.98

Having trouble making payments?

If you are having trouble making credit card repayments, please contact our Mortgage Help Centre on 1800 652 146.

Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$3,962.70
3 Jan 24	SP CANCER COUNCIL SH ,MELBOURNE AUS RETAIL PURCHASE 02/01 CARD NUMBER 552638XXXXXXXX021 1	174.75		4,137.45
4 Jan 24	CALTEX BUSSELTON, BU SSELTON AUS RETAIL PURCHASE 02/01 CARD NUMBER 552638XXXXXXXX706 1	125.01		4,262.46
10 Jan 24	ASIC, SYDNEY AUS RETAIL PURCHASE 08/01 CARD NUMBER 552638XXXXXXXX832 1	31.00		4,293.46
14 Jan 24	PERIODIC TFR 00074214151201 00000000000		3,962.70	330.76
16 Jan 24	SIMPLEINOUT.COM, FAR GO US RETAIL PURCHASE-INTERNATIONAL 15/01 19.99 U.S. DOLLAR CARD NUMBER 552638XXXXXXXX418 1	30.07		360.83
16 Jan 24	INTERNATIONAL TRANSACTION FEE	0.90		361.73
17 Jan 24	DMIRS EAST PERTH, EA ST PERTH AUS RETAIL PURCHASE 15/01 CARD NUMBER 552638XXXXXXXX418 1	860.00		1,221.73
18 Jan 24	LANDGATE, MIDLAND AUS RETAIL PURCHASE 16/01 CARD NUMBER 552638XXXXXXXX832 1	30.50		1,252.23
19 Jan 24	Telstra Direct Debit ,AUSTRALIA AUS RETAIL PURCHASE 17/01 CARD NUMBER 552638XXXXXXXX823 1	49.95		1,302.18

441BH101/E-O/S-4440/1-4440/0007421415000804

Date Paid ___ / ___ / ___ Amount \$ _____

Business Credit Card - Payment options

-  **Pay in person:** Visit any **Bendigo Bank** branch to make your payment.
-  **Pay by post:** Mail this slip with your cheque to - **PO Box 480 Bendigo VIC 3552.** If paying by cheque please complete the details below.
-  **Internet banking:** Pay your credit card using ebanking 24 hours a day, 7 days a week. www.bendigobank.com.au
-  Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.

Bank@Post™ Agency Banking
Pay at any Post Office by Bank@Post™ using your credit card.

Bill code:	342949
Ref:	691211254

Business Credit Card	
BSB number	633-000
Account number	691211254
Customer name	SHIRE OF KULIN
Minimum payment required	\$95.14
Closing Balance on 31 Jan 2024	\$3,171.61
Payment due	14 Feb 2024
Date	Payment amount
<input type="text"/>	<input type="text"/>

Drawer	Chq No	BSB	Account No	\$	¢
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

^Fees will apply for payments made using Bank@Post. Refer to Bendigo Bank Schedule of Fees & Charges and Transaction Account Rebates.

Business Credit Card *(continued)*

Date	Transaction	Withdrawals	Payments	Balance
20 Jan 24	SHELL DENMARK, DENMA RK AUS RETAIL PURCHASE 18/01 CARD NUMBER 552638XXXXXXXX706 1	117.10		1,419.28
24 Jan 24	BP WALPOLE, WALPOLE AUS RETAIL PURCHASE 22/01 CARD NUMBER 552638XXXXXXXX706 1	30.00		1,449.28
26 Jan 24	AWARDS AND TROPHIES, MILTON AUS RETAIL PURCHASE 24/01 CARD NUMBER 552638XXXXXXXX021 1	524.00		1,973.28
26 Jan 24	SHELL DENMARK, DENMA RK AUS RETAIL PURCHASE 24/01 CARD NUMBER 552638XXXXXXXX706 1	96.04		2,069.32
28 Jan 24	FACEBK *BJLQ8Y3WP2, fb.me/ads AUS RETAIL PURCHASE-INTERNATIONAL 26/01 CARD NUMBER 552638XXXXXXXX021 1	90.00		2,159.32
28 Jan 24	INTERNATIONAL TRANSACTION FEE	2.70		2,162.02
28 Jan 24	KMART 1158, CANNINGT ON AUS RETAIL PURCHASE 27/01 CARD NUMBER 552638XXXXXXXX021 1	305.50		2,467.52
30 Jan 24	BAKERS FOOD AND FU1, KING RIVER AUS RETAIL PURCHASE 27/01 CARD NUMBER 552638XXXXXXXX706 1	80.57		2,548.09
30 Jan 24	SPOTLIGHT MELVILLE, MYAREE AUS RETAIL PURCHASE 28/01 CARD NUMBER 552638XXXXXXXX832 1	147.00		2,695.09
30 Jan 24	INVARION, BALLARAT AUS RETAIL PURCHASE 29/01 CARD NUMBER 552638XXXXXXXX706 1	452.52		3,147.61
30 Jan 24	CARD FEE 6 @ \$4.00	24.00		3,171.61
Transaction totals / Closing balance		\$3,171.61	\$3,962.70	\$3,171.61

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED
FOR YOUR ACCOUNT.



Shire of Kulin

MONTHLY FINANCIAL REPORT

For the period ended 31 December 2023

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

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Shire of Kulin
STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

	Ref Note	Adopted Budget (a) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance (c) - (b) \$	Variance ((c) - (b))/(b) %
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	10	2,283,149	2,283,149	2,284,325	1,176	0%
Ex gratia rates	10	27,235	27,235	27,235	0	0%
Grants, subsidies & contributions	11	3,212,742	3,138,837	3,235,218	96,381	3%
Fees and charges		1,878,241	995,576	1,042,911	47,335	5%
Interest revenue		162,863	81,378	66,735	(14,643)	(18%)
Other revenue		120,492	54,694	137,837	83,143	152%
Profit on asset disposals	7	34,212	17,100	60,733	43,633	255%
		7,718,934	6,597,969	6,854,993	257,024	
Expenditure from operating activities						
Employee costs		(2,730,791)	(1,365,084)	(1,363,277)	1,807	(0%)
Materials and contracts		(2,405,955)	(1,180,731)	(1,317,078)	(136,347)	12%
Utility charges		(373,220)	(197,712)	(143,800)	53,912	(27%)
Depreciation		(3,159,688)	(1,540,254)	(1,698,132)	(157,878)	10%
Interest expenses	9	(32,626)	(16,308)	(15,077)	1,231	(8%)
Insurance		(347,156)	(345,743)	(349,752)	(4,008)	1%
Loss on asset disposals	7	0	0	0	0	0%
		(9,049,437)	(4,645,832)	(4,887,115)	(241,283)	
Non-cash amounts excluded from operating activities	2	3,125,475	1,523,154	1,635,718	112,564	7%
Amount attributable to operating activities		1,794,973	3,475,291	3,603,596	83,033	
INVESTING ACTIVITIES						
Capital grants, subsidies and contributions	11	5,936,259	3,044,628	1,747,253	(1,297,375)	(43%)
Proceeds from disposal of assets	7	188,000	15,667	211,136	195,470	1248%
Payments for property, plant and equipment and infrastructure	7	(8,589,087)	(4,295,874)	(3,567,147)	728,727	(17%)
Amount attributable to investing activities		(2,464,827)	(1,235,579)	(1,608,758)	(373,178)	
FINANCING ACTIVITIES						
Transfers from reserves	5	270,000	0	0	0	0%
Repayment of borrowings	9	(99,144)	(49,572)	(49,196)	376	100%
Transfers to reserves	5	(601,362)	0	(400,101)	(400,101)	100%
Amount attributable to financing activities		(430,506)	(49,572)	(449,297)	(399,725)	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2	1,112,090	1,112,090	1,066,818	(45,272)	(4%)
Amount attributable to operating activities		1,794,973	3,475,291	3,603,596	128,306	4%
Amount attributable to investing activities		(2,464,827)	(1,235,579)	(1,608,758)	(373,178)	30%
Amount attributable to financing activities		(430,506)	(49,572)	(449,297)	(399,725)	100%
Surplus or deficit after imposition of general rates	2	11,729	3,302,230	2,612,359	(689,871)	(21%)

* Refer to Note 3 for an explanation of the reasons for the variance.

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

Shire of Kulin
STATEMENT OF FINANCIAL POSITION
For the period ended 31 December 2023

	30-Jun-23 \$	31-Dec-23 \$
CURRENT ASSETS		
Cash at Bank	1,339,387	4,105,106
Cash at Bank (Reserves & Restricted Funds)	1,872,305	2,272,406
Trade and other receivables	689,753	27,692
Sundry Debtors - Rates	30,444	142,242
Inventories	64,574	80,696
Contract Assets	368,697	162,308
TOTAL CURRENT ASSETS	4,365,161	6,790,451
CURRENT LIABILITIES		
Sundry Creditors	(396,641)	(809,698)
Accruals	(203,597)	(39,780)
ATO Liabilities	(98,846)	18,234
Bonds & deposits held	(97,275)	(100,690)
Contract Liabilities	(199,690)	(543,762)
Borrowings	(99,144)	(99,144)
Employee Provisions	(429,989)	(429,989)
TOTAL CURRENT LIABILITIES	(1,525,183)	(2,004,829)
TOTAL NET CURRENT ASSETS	2,839,978	4,785,621
NON-CURRENT ASSETS		
Investment in Associate	42,199	42,199
Work in Progress	305,807	-
Land & Buildings	22,597,500	22,919,893
Plant & Equipment	3,528,514	3,790,238
Furniture & Equipment	231,864	274,464
Motor Vehicles	1,410,817	1,359,264
Infrastructure	73,644,309	75,093,562
Shares - Kulin Community Financial Services	5,000	5,000
Units Held - Local Government House Trust	81,490	83,171
TOTAL NON-CURRENT ASSETS	101,847,499	103,567,791
NON CURRENT LIABILITIES		
Borrowings	(784,558)	(735,362)
Employee Provisions	(44,928)	(44,928)
TOTAL NON-CURRENT LIABILITIES	(829,486)	(780,291)
NET ASSETS	103,857,990	107,573,121
Asset Revaluation - Infrastructure	37,546,160	37,546,160
Asset Revaluation - Property, Plant & Equipment	1,597,499	1,597,499
Asset Revaluation - Land & Buildings	14,753,878	14,753,878
Accumulated Reserves	1,872,305	2,272,406
Accumulated Surplus	48,088,149	51,403,179
TOTAL EQUITY	103,857,990	107,573,121

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

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 1 - Basis of Preparation & Significant Accounting Policies

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Notes 4-11 do not form part of the financial report.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 2 - Net Current Assets Composition

	Adopted Budget Opening 30-Jun-23	Last Year Closing 30-Jun-23	Year to Date 31-Dec-23
Current Assets			
Cash and Cash Equivalents	3,211,693	3,211,692	6,377,512
Accounts Receivable - Rates	30,444	30,444	142,242
Accounts Receivable - Sundry	689,503	689,753	27,692
Accrued Income	16,232	16,232	0
Inventories	64,574	64,574	80,696
Contract Assets	346,661	352,465	162,308
	4,359,107	4,365,161	6,790,451
Less: Current Liabilities			
Sundry Creditors	(397,023)	(396,641)	(809,698)
Payroll Accruals	(61,101)	(61,101)	0
Accrued expenses	(100,000)	(142,496)	(39,780)
Contract Liabilities	(190,478)	(199,690)	(543,762)
Provision for Annual Leave	(186,096)	(186,096)	(186,096)
Provision for Long Service Leave	(243,893)	(243,893)	(243,893)
ATO Liability	(98,846)	(98,846)	18,234
Bonds & deposits held	(97,275)	(97,275)	(100,690)
Borrowings	(99,144)	(99,144)	(99,144)
	(1,473,856)	(1,525,182)	(2,004,829)
Net current assets	2,885,252	2,839,978	4,785,621
Adjustments to Current Assets			
Less: Reserves	(1,872,305)	(1,872,305)	(2,272,406)
Add: Borrowings	99,144	99,144	99,144
Closing funding surplus/(deficit)	1,112,091	1,066,818	2,612,359

CURRENT AND NON-CURRENT CLASSIFICATION

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

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 3 - Explanation of Material Variances

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

The material variance adopted by Council for the 2023-24 year is \$10,000 and 10.00%.

Revenue from operating activities	Var \$	Var %	Explanation
General Rates	1,176	0%	Under \$10,000 and 10% threshold.
Ex gratia rates	0	0%	Under \$10,000 and 10% threshold.
Grants, subsidies and contributions	96,381	3%	\$62k relates to additional Financial Assistance Grant not budgeted for - \$124k to be received in four instalments. Have also received third quarterly instalment of CRC operational grant earlier than budgeted - \$32k
Fees and charges	47,335	5%	\$54k Timing difference for rubbish collection income fully recognised when rates notices issues but budgeted to be received evenly throughout year. Fuel sales \$54k overbudget - sold 34,000L more than budgeted.
Interest earnings	(14,643)	-18%	Budgeted interest on reserves spread over 12 months, where interest recognised when term deposit rolls over. Reserve term deposit rolling over in February. Interest on municipal investments \$17k overbudget - reflection on higher interest rates, good rates collection.
Other revenue	83,143	152%	\$27k carry forward 'member experience' insurance credit from LGIS has been applied to current year insurance invoice. \$11k reimbursement for cost of Pingaring Entry signage from Shire of Lake Grace which wasn't budgeted for. \$15k paid parental leave reimbursement from government. \$20k workers compensation wage reimbursement not budgeted for.
Profit on asset disposals	43,633	255%	Profit on sale of grader \$30k more than budgeted. Remainder is a timing difference
Expenditure from operating activities	Var \$	Var %	Explanation
Employee costs	1,807	0%	Under \$10,000 and 10% threshold.
Materials and contracts	(136,347)	12%	Significant differences include: Contract employment \$75k underbudget. Pingaring Centenary - \$24k overbudget for materials (\$11k reimbursed by Shire of Lake Grace) - this includes the entrance sign which will be capitalised in January. FRC bar purchases \$20k overbudget - offset by sales and extra stock on hand. Fuel purchases for public sales \$57k overbudget - sold 34,000L more than expected. Plant fuel & oil currently \$39k overbudget - budgeted for 20,000L/month at \$1.80. Actual usage 25,000L/month at \$1.71/L. Plant repair costs \$75k overbudget - \$10k repairs to fuel injector system on Fuso Crew Cab (PMV16). Steve Kempton, along with contractors, has completed significant works on trucks and trailers.
Utility charges	53,912	-27%	Water costs \$29k underbudget (14k relates to standpipes). \$10k relates to plant & motor vehicle registrations - budget is \$22k in July and actual is \$11k. Room in budget for plant purchases during the year - so therefore should be a timing difference.
Depreciation	(157,878)	10%	Useful lives and therefore depreciation rates have been reviewed and adjusted to reflect the independent valuations completed for 30 June 2023. This has resulted in a higher depreciation expense than budgeted, but is more accurate.
Interest expenses	1,231	-8%	Under \$10,000 and 10% threshold.
Insurance	(4,008)	1%	Under \$10,000 and 10% threshold.
Loss on asset disposals	0	0%	Under \$10,000 and 10% threshold.
Investing activities	Var \$	Var %	Explanation
Proceeds from capital grants, subsidies and contributions	(1,297,375)	-43%	Refer to Note 11 Grants for breakdown. \$1.1m related to WSFN - waiting on final sign off on 23/24 funding by Dept of Infrastructure.
Proceeds from disposal of assets	195,470	1248%	Budget spread over full year. Refer to Note 6 Assets
Payments for property, plant and equipment and infrastructure	728,727	-17%	Refer to Note 6 Assets for breakdown. WSFN expenditure \$1.1m underbudget as grant funding has not been approved this year.
Financing activities	Var \$	Var %	Explanation
Transfer from reserves	0	0%	Under \$10,000 and 10% threshold.
Repayment of borrowings	376	100%	Under \$10,000 and 10% threshold.
Transfer to reserves	(400,101)	100%	Funds transferred to plant and leave reserve earlier than budgeted.
Surplus or (deficit) at the start of the financial year	(45,272)	-4%	Mainly related to \$39k in Black Spot funding we will need to repay as project not going ahead.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 4 - Cash & Financial Assets

	General Ledger Balance 31-Dec-23	Bank Statement Balance 31-Dec-23
Cash at Bank - Unrestricted		
Municipal Funds	1,209,416	1,205,369
Freebairn Recreation Centre Trust (restricted muni funds)	35,630	34,715
Investments	100,690	101,190
Till Float	2,755,450	2,755,450
Petty Cash	3,420	-
	500	-
	4,105,106	4,096,724
Cash at Bank - Restricted		
Reserve Funds	2,272,406	2,272,406
	2,272,406	2,272,406

Note 5 - Reserve Accounts

Reserve	Full year Budget			Actual - YTD				
	Opening Balance	Transfer to	Transfer from	Closing Balance	Opening Balance	Transfer to	Transfer from	Closing Balance
Leave	364,335	86,185	(25,000)	425,520	364,335	72,939	-	437,274
Plant	45,171	329,435	0	374,606	45,171	315,364	-	360,536
Building	393,242	22,143	(25,000)	390,385	393,242	3,172	-	396,413
Admin Equipment	30,383	51,216	0	81,599	30,383	245	-	30,628
Natural Disaster	148,362	5,938	(90,000)	64,300	148,362	1,197	-	149,558
Joint Venture Housing	79,147	3,168	(30,000)	52,315	79,147	638	-	79,785
FRC Surface & Equipment	44,573	1,784	0	46,357	44,573	360	-	44,933
Medical Services	119,855	4,797	(25,000)	99,652	119,855	967	-	120,821
Fuel Facility	9,261	21,172	0	30,433	9,261	75	-	9,336
Sportsperson Scholarship	14,198	568	0	14,766	14,198	115	-	14,313
Freebairn Rec Centre	215,077	8,608	(50,000)	173,685	215,077	1,735	-	216,811
Bendering Tip Reserve	128,584	5,143	0	133,727	128,584	1,037	-	129,621
Short Stay Accommodation	280,117	11,205	(25,000)	266,322	280,117	2,259	-	282,376
Independent Water Reserve		50,000		50,000	-	-	-	-
	1,872,305	601,362	(270,000)	2,153,667	1,872,305	400,101	-	2,272,407

Reserve Details	Reserve Details	Anticipated Use Date	Informal Min.	Informal Max.
Leave	To fund employee long service and annual leave entitlements	-	-	As req
Plant	To fund the purchase of major plant. On average plant replacement cost approx. \$450k annually, on years where we spend less than this the difference is banked in to reserve. In years where we spend more we draw from the reserve.	-	350,000	-
Building	To fund the construction of staff housing	-	-	-
Admin Equipment	To fund the replacement of administration equipment.	-	50,000	100,000
Natural Disaster	To assist in the funding of preparations following a natural disaster	-	-	-
Joint Venture Housing	To fund the upkeep of JV housing with the Department of Housing	-	-	-
FRC Surface & Equipment	To fund the replacement of equipment and sports surfaces at the Freebairn Recreation Facility as necessary	-	-	-
Medical Services	To fund the upgrade of medical facilities & costs related to the recruitment of a doctor for the Shire	-	100,000	150,000
Fuel Facility	To fund the replacement of the equipment at the fuel facility. Net profit from the sale of fuel is transferred to this reserve.	-	75,000	200,000
Sportsperson Scholarship	To fund scholarships for local sportspersons	-	-	15,000
Freebairn Rec Centre	To fund the ongoing asset management of the FRC	-	100,000	-
Short Stay Accommodation	To fund the construction of short stay accommodation units			250,000
Independent Water Reserve	To fund the replacement and maintenance of water infrastructure within the Shire			

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 6 - Asset information

Note 6 (a) - Asset Acquisitions

Description	Original Budget	YTD Budget	YTD Actual	Category	Renewal/ Replace	New Asset
E041100 AV equipment for Chambers & meeting room	20,000	9,996	-	F&E		Y
E042400 Computers & Laptops	40,000	19,998	52,129	F&E	Y	
E053720 Emergency Services Building	5,000	2,496	-	P&E		Y
E077100 Flooring & security upgrades	25,000	12,498	-	L&B	Y	
E084105 KCCC Flooring, curtains & outdoor blinds	15,000	14,790	5,299	L&B	Y	
E084105 KCCC Equipment upgrades	14,583			P&E		Y
E091106 17 McInnes Street - fireplace, lounge room doors	5,000	2,496	-	L&B	Y	
E091107 Units 4 & 5/25 Johnston Street renovation	67,000	33,498	-	L&B	Y	
E091112 5 Bowey Way	5,000	2,496	-	L&B	Y	
E091115 14 Stewart Street laundry	12,000	-	-	L&B	Y	
E091116 12 Bowey Way Renovation	58,350	29,172	31,218	L&B	Y	
E092116 Ellson Street units - blinds	10,000	4,998	-	L&B	Y	
E101520 Transfer Station	10,000	4,998	-	L&B	Y	
E112100 Aquatic Centre - Slide structure	150,000	92,496	117,240	Inf	Y	
E112100 Aquatic Centre - South side shade	35,000			Inf	Y	
E113920 FRC Gym & Function room CCTV	-	-	-	P&E	Y	
E113900 FRC Gym & Function room CCTV	5,000	2,496	-	P&E	Y	
E113940 FRC Generator	40,000	19,998	-	P&E		Y
E113907 FRC Playground shade & Tennis club playground	65,000	32,496	70,911	P&E	Y	
E113905 FRC Changeroom upgrades	35,000	117,498	9,300	L&B	Y	
E113905 Tennis court resurfacing	200,000			Inf	Y	
E116400 Community Garden	10,000	4,998	-	Inf	Y	
E117100 AAP Footpaths & fence	12,000	6,000	7,825	Inf	Y	
E123100 Grader (PE25)	465,000			P&E	Y	
E123100 Posi Track & Mulcher	135,000	316,998		P&E		Y
E123100 Flail Verti Mower	24,000		519,980	P&E		Y
E123100 Sundry Plant	10,000			P&E		Y
E123105 Toyota Prado (CEO)	68,000		65,266	MV	Y	
E123105 4x2 Utility (MV121 -BMO)	50,000	91,500	43,491	MV	Y	
E123105 Ford Everest (Works Manager)	65,000		64,019	MV	Y	
E121500 RRG Road Construction	506,504	253,242	108,256	Inf	Y	
E121520 R2R Road Construction	534,902	267,426	492,195	Inf	Y	
E121551 WSN Road Construction	2,509,321	1,254,660	162,895	Inf	Y	
E121552 RRUPP Road Construction	1,983,100	991,536	1,369,231	Inf	Y	
E121750 BS Road Construction	495,095	247,548	21,002	Inf	Y	
E121550 Own Resource Road Construction	413,574	206,736	277,620	Inf	Y	
E121580 Footpath Construction	62,956	31,470	10,709	Inf	Y	
E121570 Depot Crib Room	231,701	115,842	127,471	L&B		Y
E132500 Hostel upgrades	25,000	12,498	-	L&B	Y	
E134505 CRC Photocopier	15,000	15,000	11,090	F&E	Y	
E121605 Tourism signage, interp panels & shelters	131,000	65,502	-	P&E		Y
E137600 Old Admin Building bathrooms & flooring	25,000	12,498	-	L&B	Y	
	8,589,087	4,295,874	3,567,147			
Add Work in Progress at 30 June 2023:						
KCCC Flooring, curtains & outdoor blinds			11,086			
12 Bowey Way Renovation			158,463			
Depot Crib Room			136,258			
Design costs for Yealering Clayton Road Intersection						
0A01195 Total Work in Progress			305,807			
			3,872,953			

Note 6 (b) - Disposal of Assets	Budgeted	Budgeted	Budgeted	Actual	Actual	Actual
	WDV	Proceeds	Profit/(loss) on sale			
PE124 CAT 12H Grader (PE25)	51,105	65,000	13,895	47,774	91,136	43,362
MV187 Toyota Prado CEO (MV27)	49,069	53,000	3,931			0
MV158 Holden Colorado Single Cab (MV121)	3,498	15,000	11,502	4,274	9,091	4,817
MV194 Toyota Prado (Works Manager) (MV30)	50,116	55,000	4,884	51,032	56,364	5,332
MV191 Toyota Hilux (MV120)	-	-	0	47,324	54,545	7,222
	153,788	188,000	34,212	150,404	211,136	60,733

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 7 - Receivables

Rates receivable	30-Jun-23	31 Aug 2023
	\$	\$
Opening arrears previous years	88,600	45,423
Levied this year	2,255,588	2,566,820
Less - collections to date	(2,298,765)	(2,455,021)
Equals current outstanding	45,423	157,222
Net rates collectable	45,423	157,222
% Collected	98.06%	93.98%

Trade Receivables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(146)	23,421	2,687	993	254	27,208
Percentage	-0.5%	86.1%	9.9%	3.6%	0.9%	
Allowance for impairment of receivables						0
Total receivables general outstanding						27,208
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

Note 8 - Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Sundry Creditors	(384)	762,770	20,418	595	0	783,398
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	
Balance per trial balance						783,398
ATO liabilities		(18,234)				(18,234)
Total payables general outstanding						765,165
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

Note 9 - Borrowings

	Budget				Actual			
	Principal 01/07/2023	Principal Repayments	Principal 30/06/2024	Interest Repayments	Principal 01/07/2023	Principal Repayments	Principal 30/06/2024	Interest Repayments
Loan 1 Administration Building	883,702	99,144	784,558	32,626	883,702	49,196	834,506	15,077
	883,702	99,144	784,558	32,626	883,702	49,196	834,506	15,077

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 10 - Rate Revenue

Rate Type	Rate in \$	Number of properties	Rateable Value	Budgeted Rate Revenue	Actual Rate Revenue
General Rate					
Gross Rental Value					
Residential	0.1073	136	1,371,295	147,140	147,140
Industrial	0.1073	12	115,443	12,387	12,387
Commercial	0.1073	28	434,977	46,673	46,720
Rural	0.1073	11	101,715	10,914	10,914
Unimproved Value					
Rural	0.007212	342	296,773,295	2,140,329	2,140,711
Mining	0.007212	0		-	-
Sub-total		529	298,796,724	2,357,443	2,357,872
Minimum Payment					
Gross Rental Value					
Residential	519.97	9	11,174	4,680	4,680
Industrial	519.97	6	11,905	3,120	3,120
Commercial	519.97	4	8,280	2,080	2,079
Rural	519.97	7	8,125	3,640	3,640
Unimproved Value					
Rural	519.97	16	652,195	8,319	8,320
Mining	519.97	34	373,318	17,679	19,303
		76	1,064,997	39,518	41,141
		605	299,861,721	2,396,961	2,399,012
Discount				(101,858)	(104,316)
Concessions/Write-offs				(11,954)	(10,371)
Total raised from general rates				2,283,149	2,284,325
Ex-Gratia Rates				27,235	27,235
Total Rates				2,310,384	2,311,560

All land (other than exempt land) in the Shire of Kulin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Kulin.

The general rates detailed for the 2022/23 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 December 2023

Note 11 - Grants

Operating Grants

Grant Source	Purpose	Original Budget		YTD Actual
		Budget	YTD Budget	
Grants Commission	Federal financial assistance grants	2,803,300	2,803,300	2,865,982
Fire & Emergency Services	Emergency Services Levy Operating Grant	38,000	19,000	13,612
KCCC Sustainability Grant	Childcare Sustainability Grant	-	-	-
KCCC Traineeship Grant	Childcare Traineeship Grant	1,500	750	-
Main Roads	State Direct Grant (Untied Road Funding)	261,631	261,631	267,373
Department of Primary Industries & Regional Development	Community Resource Centre Funding	105,311	52,656	85,458
	Support Grant & Video Conferencing Grant	3,000	1,500	-
		3,212,742	3,138,837	3,232,425

Capital Grants

Grant Source	Purpose	Original Budget		YTD Actual (Income recognised)	Grant income received
		Budget	YTD Budget		
Local Roads & Community Infrastructure Program	Federal Government Stimulus to deliver priority local roads and community infrastructure projects	665,870	332,936	13,404	2,774
Kulin Bush Races	KCCC				
Kulin Bush Races	Shade for south side	34,850	17,424	-	-
CSRFF, Tennis Club & Kulin Bush Races	Tennis Court Resurfacing	153,000	153,000	-	-
Main Roads - Regional Road Group	Road Construction	333,334	166,666	72,170	133,334
Federal - Wheatbelt Secondary Freight Network	Road Construction	2,328,701	1,164,350	60,128	429,950
Federal - Remote Roads Upgrade Pilot Program	Road Construction	1,586,480	793,240	1,095,384	1,006,114
Federal - Roads to Recovery	Road Construction	503,796	251,898	492,196	503,796
Federal - Black Spot Program	Road Construction on Dangerous Roads	330,228	165,114	13,971	115,176
		5,936,259	3,044,628	1,747,253	2,191,144



Shire of Kulin

MONTHLY FINANCIAL REPORT

For the period ended 31 January 2024

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

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Shire of Kulin
STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

	Ref Note	Adopted Budget (a) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance (c) - (b) \$	Variance ((c) - (b))/(b) %
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	10	2,283,149	2,283,149	2,283,697	548	0%
Ex gratia rates	10	27,235	27,235	27,235	0	0%
Grants, subsidies & contributions	11	3,212,742	3,139,212	3,248,535	109,323	3%
Fees and charges		1,878,241	1,142,636	1,184,805	42,169	4%
Interest revenue		162,863	94,941	89,357	(5,584)	(6%)
Other revenue		126,992	66,930	156,494	89,564	134%
Profit on asset disposals	7	34,212	19,950	60,733	40,783	204%
		7,725,434	6,774,053	7,050,855	276,802	
Expenditure from operating activities						
Employee costs		(2,730,791)	(1,592,598)	(1,582,547)	10,051	(1%)
Materials and contracts		(2,405,955)	(1,358,401)	(1,612,347)	(253,946)	19%
Utility charges		(373,220)	(226,914)	(162,970)	63,944	(28%)
Depreciation		(3,159,688)	(1,796,963)	(1,990,372)	(193,409)	11%
Interest expenses	9	(32,626)	(19,026)	(15,077)	3,949	(21%)
Insurance		(347,156)	(345,972)	(349,752)	(3,779)	1%
Loss on asset disposals	7	0	0	0	0	0%
		(9,049,437)	(5,339,874)	(5,713,064)	(373,190)	
Non-cash amounts excluded from operating activities	2	3,125,475	1,777,013	1,927,958	150,945	8%
Amount attributable to operating activities		1,801,473	3,211,192	3,265,750	9,285	
INVESTING ACTIVITIES						
Capital grants, subsidies and contributions	11	5,936,259	3,047,532	2,236,944	(810,588)	(27%)
Proceeds from disposal of assets	7	188,000	15,667	211,136	195,470	1248%
Payments for property, plant and equipment and infrastructure	7	(8,589,087)	(5,009,353)	(4,111,622)	897,731	(18%)
Amount attributable to investing activities		(2,464,827)	(1,946,154)	(1,663,542)	282,612	
FINANCING ACTIVITIES						
Transfers from reserves	5	270,000	0	0	0	0%
Repayment of borrowings	9	(99,144)	(49,572)	(49,196)	376	100%
Transfers to reserves	5	(601,362)	0	(400,101)	(400,101)	100%
Amount attributable to financing activities		(430,506)	(49,572)	(449,297)	(399,725)	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2	1,112,090	1,112,090	1,066,818	(45,272)	(4%)
Amount attributable to operating activities		1,801,473	3,211,192	3,265,750	54,558	2%
Amount attributable to investing activities		(2,464,827)	(1,946,154)	(1,663,542)	282,612	(15%)
Amount attributable to financing activities		(430,506)	(49,572)	(449,297)	(399,725)	100%
Surplus or deficit after imposition of general rates	2	18,229	2,327,556	2,219,728	(107,828)	(5%)

* Refer to Note 3 for an explanation of the reasons for the variance.

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

Shire of Kulin
STATEMENT OF FINANCIAL POSITION
For the period ended 31 January 2024

	30-Jun-23 \$	31-Jan-24 \$
CURRENT ASSETS		
Cash at Bank	1,339,387	3,140,919
Cash at Bank (Reserves & Restricted Funds)	1,872,305	2,272,406
Trade and other receivables	689,753	186,715
Sundry Debtors - Rates	30,444	101,716
Inventories	64,574	78,635
Contract Assets	368,697	256,125
TOTAL CURRENT ASSETS	4,365,161	6,036,516
CURRENT LIABILITIES		
Sundry Creditors	(396,641)	(714,892)
Accruals	(203,597)	(39,780)
ATO Liabilities	(98,846)	23,671
Bonds & deposits held	(97,275)	(102,170)
Contract Liabilities	(199,690)	(281,222)
Borrowings	(99,144)	(99,144)
Employee Provisions	(429,989)	(429,989)
TOTAL CURRENT LIABILITIES	(1,525,183)	(1,643,526)
TOTAL NET CURRENT ASSETS	2,839,978	4,392,990
NON-CURRENT ASSETS		
Investment in Associate	42,199	42,199
Work in Progress	305,807	-
Land & Buildings	22,597,500	22,891,742
Plant & Equipment	3,528,514	3,769,036
Furniture & Equipment	231,864	270,010
Motor Vehicles	1,410,817	1,338,208
Infrastructure	73,644,309	75,420,661
Shares - Kulin Community Financial Services	5,000	5,000
Units Held - Local Government House Trust	81,490	83,171
TOTAL NON-CURRENT ASSETS	101,847,499	103,820,026
NON CURRENT LIABILITIES		
Borrowings	(784,558)	(735,362)
Employee Provisions	(44,928)	(44,928)
TOTAL NON-CURRENT LIABILITIES	(829,486)	(780,291)
NET ASSETS	103,857,990	107,432,725
Asset Revaluation - Infrastructure	37,546,160	37,546,160
Asset Revaluation - Property, Plant & Equipment	1,597,499	1,597,499
Asset Revaluation - Land & Buildings	14,753,878	14,753,878
Accumulated Reserves	1,872,305	2,272,406
Accumulated Surplus	48,088,149	51,262,783
TOTAL EQUITY	103,857,990	107,432,726

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

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 1 - Basis of Preparation & Significant Accounting Policies

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Notes 4-11 do not form part of the financial report.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 2 - Net Current Assets Composition

	Adopted Budget Opening 30-Jun-23	Last Year Closing 30-Jun-23	Year to Date 31-Jan-24
Current Assets			
Cash and Cash Equivalents	3,211,693	3,211,692	5,413,325
Accounts Receivable - Rates	30,444	30,444	101,716
Accounts Receivable - Sundry	689,503	689,753	186,715
Accrued Income	16,232	16,232	0
Inventories	64,574	64,574	78,635
Contract Assets	346,661	352,465	256,125
	4,359,107	4,365,161	6,036,516
Less: Current Liabilities			
Sundry Creditors	(397,023)	(396,641)	(714,892)
Payroll Accruals	(61,101)	(61,101)	0
Accrued expenses	(100,000)	(142,496)	(39,780)
Contract Liabilities	(190,478)	(199,690)	(281,222)
Provision for Annual Leave	(186,096)	(186,096)	(186,096)
Provision for Long Service Leave	(243,893)	(243,893)	(243,893)
ATO Liability	(98,846)	(98,846)	23,671
Bonds & deposits held	(97,275)	(97,275)	(102,170)
Borrowings	(99,144)	(99,144)	(99,144)
	(1,473,856)	(1,525,183)	(1,643,526)
Net current assets	2,885,252	2,839,978	4,392,990
Adjustments to Current Assets			
Less: Reserves	(1,872,305)	(1,872,305)	(2,272,406)
Add: Borrowings	99,144	99,144	99,144
Closing funding surplus/(deficit)	1,112,091	1,066,818	2,219,728

CURRENT AND NON-CURRENT CLASSIFICATION

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

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 3 - Explanation of Material Variances

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

The material variance adopted by Council for the 2023-24 year is \$10,000 and 10.00%.

Revenue from operating activities	Var \$	Var %	Explanation
General Rates	548	0%	Under \$10,000 and 10% threshold.
Ex gratia rates	0	0%	Under \$10,000 and 10% threshold.
Grants, subsidies and contributions	109,323	3%	\$62k relates to additional Financial Assistance Grant not budgeted for - \$124k to be received in four instalments. Have also received third quarterly instalment of CRC operational grant earlier than budgeted - \$32k
Fees and charges	42,169	4%	Fuel sales \$53k overbudget - sold 34,000L more than budgeted.
Interest earnings	(5,584)	-6%	Under \$10,000 and 10% threshold.
Other revenue	89,564	134%	\$27k carry forward 'member experience' insurance credit from LGIS has been applied to current year insurance invoice. \$11k reimbursement for cost of Pingaring Entry signage from Shire of Lake Grace which wasn't budgeted for. \$15k paid parental leave reimbursement from government. \$20k workers compensation wage reimbursement not budgeted for.
Profit on asset disposals	40,783	204%	Profit on sale of grader \$30k more than budgeted. Remainder is a timing difference
Expenditure from operating activities	Var \$	Var %	Explanation
Employee costs	10,051	-1%	Under \$10,000 and 10% threshold.
Materials and contracts	(253,946)	19%	Significant differences include: Contract employment \$91k underbudget. Medical Centre costs \$23k overbudget. FRC bar purchases \$20k overbudget - offset by sales and extra stock on hand. Transferred cost of slide repairs from capital to operating - \$117k this will be amended in budget review. Fuel purchases for public sales \$52k overbudget - sold 34,000L more than expected. Plant repair costs \$71k overbudget. Steve Kempton, along with contractors, has completed significant works on trucks and trailers. Plant fuel & oil currently \$31k overbudget - budgeted for 20,000L/month at \$1.80. Actual usage 25,000L/month at \$1.69/L.
Utility charges	63,944	-28%	Water costs \$40k underbudget (17k relates to standpipes) - timing difference with summer water invoices expected in coming months. \$10k relates to plant & motor vehicle registrations - budget is \$22k in July and actual is \$11k. Room in budget for plant purchases during the year - so therefore should be a timing difference.
Depreciation	(193,409)	11%	Useful lives and therefore depreciation rates have been reviewed and adjusted to reflect the independent valuations completed for 30 June 2023. This has resulted in a higher depreciation expense than budgeted, but is more accurate.
Interest expenses	3,949	-21%	Under \$10,000 and 10% threshold.
Insurance	(3,779)	1%	Under \$10,000 and 10% threshold.
Loss on asset disposals	0	0%	Under \$10,000 and 10% threshold.
Investing activities	Var \$	Var %	Explanation
Proceeds from capital grants, subsidies and contributions	(810,588)	-27%	Refer to Note 11 Grants for breakdown. \$900k related to WSFN - waiting on final sign off on 23/24 funding by Dept of Infrastructure. LRCIP4 projects have not commenced so no income recognised to date.
Proceeds from disposal of assets	195,470	1248%	Budget spread over full year. Refer to Note 6 Assets
Payments for property, plant and equipment and infrastructure	897,731	-18%	Refer to Note 6 Assets for breakdown. WSFN expenditure \$1m underbudget as grant funding has not been approved this year.
Financing activities	Var \$	Var %	Explanation
Transfer from reserves	0	0%	Under \$10,000 and 10% threshold.
Repayment of borrowings	376	100%	Under \$10,000 and 10% threshold.
Transfer to reserves	(400,101)	100%	Funds transferred to plant and leave reserve earlier than budgeted.
Surplus or (deficit) at the start of the financial year	(45,272)	-4%	Mainly related to \$39k in Black Spot funding we will need to repay as project not going ahead.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 4 - Cash & Financial Assets

	General Ledger Balance 31-Jan-24	Bank Statement Balance 31-Jan-24
Cash at Bank - Unrestricted		
Municipal Funds	222,661	334,367
Freebairn Recreation Centre	38,091	39,619
Trust (restricted muni funds)	102,170	102,170
Investments	2,774,077	2,774,077
Till Float	3,420	-
Petty Cash	500	-
	3,140,919	3,250,232
Cash at Bank - Restricted		
Reserve Funds	2,272,406	2,272,406
	2,272,406	2,272,406

Note 5 - Reserve Accounts

Reserve	Full year Budget				Actual - YTD			
	Opening Balance	Transfer to	Transfer from	Closing Balance	Opening Balance	Transfer to	Transfer from	Closing Balance
Leave	364,335	86,185	(25,000)	425,520	364,335	72,939	-	437,274
Plant	45,171	329,435	0	374,606	45,171	315,364	-	360,536
Building	393,242	22,143	(25,000)	390,385	393,242	3,172	-	396,413
Admin Equipment	30,383	51,216	0	81,599	30,383	245	-	30,628
Natural Disaster	148,362	5,938	(90,000)	64,300	148,362	1,197	-	149,558
Joint Venture Housing	79,147	3,168	(30,000)	52,315	79,147	638	-	79,785
FRC Surface & Equipment	44,573	1,784	0	46,357	44,573	360	-	44,933
Medical Services	119,855	4,797	(25,000)	99,652	119,855	967	-	120,821
Fuel Facility	9,261	21,172	0	30,433	9,261	75	-	9,336
Sportsperson Scholarship	14,198	568	0	14,766	14,198	115	-	14,313
Freebairn Rec Centre	215,077	8,608	(50,000)	173,685	215,077	1,735	-	216,811
Bendering Tip Reserve	128,584	5,143	0	133,727	128,584	1,037	-	129,621
Short Stay Accommodation	280,117	11,205	(25,000)	266,322	280,117	2,259	-	282,376
Independent Water Reserve		50,000		50,000	-	-	-	-
	1,872,305	601,362	(270,000)	2,153,667	1,872,305	400,101	-	2,272,407

Reserve Details	Reserve Details	Anticipated Use Date	Informal Min.	Informal Max.
Leave	To fund employee long service and annual leave entitlements	-	-	As req
Plant	To fund the purchase of major plant. On average plant replacement cost approx. \$450k annually, on years where we spend less than this the difference is banked in to reserve. In years where we spend more we draw from the reserve.	-	350,000	-
Building	To fund the construction of staff housing	-	-	-
Admin Equipment	To fund the replacement of administration equipment.	-	50,000	100,000
Natural Disaster	To assist in the funding of preparations following a natural disaster	-	-	-
Joint Venture Housing	To fund the upkeep of JV housing with the Department of Housing	-	-	-
FRC Surface & Equipment	To fund the replacement of equipment and sports surfaces at the Freebairn Recreation Facility as necessary	-	-	-
Medical Services	To fund the upgrade of medical facilities & costs related to the recruitment of a doctor for the Shire	-	100,000	150,000
Fuel Facility	To fund the replacement of the equipment at the fuel facility. Net profit from the sale of fuel is transferred to this reserve.	-	75,000	200,000
Sportsperson Scholarship	To fund scholarships for local sportspersons	-	-	15,000
Freebairn Rec Centre	To fund the ongoing asset management of the FRC	-	100,000	-
Short Stay Accommodation	To fund the construction of short stay accommodation units			250,000
Independent Water Reserve	To fund the replacement and maintenance of water infrastructure within the Shire			

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 6 - Asset information

Note 6 (a) - Asset Acquisitions

Description	Original Budget	YTD Budget	YTD Actual	Category	Renewal/ Replace	New Asset
E041100 AV equipment for Chambers & meeting room	20,000	11,662	-	F&E		Y
E042400 Computers & Laptops	40,000	23,331	52,129	F&E	Y	
E053720 Emergency Services Building	5,000	2,912	-	P&E		Y
E077100 Flooring & security upgrades	25,000	14,581	-	L&B	Y	
E084105 KCCC Flooring, curtains & outdoor blinds	15,000	17,255	11,086	L&B	Y	
E084105 KCCC Equipment upgrades	14,583			P&E		Y
E091106 17 McInnes Street - fireplace, lounge room doors	5,000	2,912	-	L&B	Y	
E091107 Units 4 & 5/25 Johnston Street renovation	67,000	39,081	-	L&B	Y	
E091112 5 Bowey Way	5,000	2,912	-	L&B	Y	
E091115 14 Stewart Street laundry	12,000	-	-	L&B	Y	
E091116 12 Bowey Way Renovation	58,350	34,034	34,133	L&B	Y	
E092116 Ellson Street units - blinds	10,000	5,831	-	L&B	Y	
E101520 Transfer Station	10,000	5,831	-	L&B	Y	
E108010 Transfer Station	-	-	11,008	L&B	Y	
E112100 Aquatic Centre - Slide structure	150,000		-	Inf	Y	
E112100 Aquatic Centre - South side shade	35,000	107,912	-	Inf	Y	
E113920 FRC Gym & Function room CCTV	-	-	-	P&E	Y	
E113900 FRC Gym & Function room CCTV	5,000	2,912	-	P&E	Y	
E113940 FRC Generator	40,000	23,331	-	P&E		Y
E113907 FRC Playground shade & Tennis club playground	65,000	37,912	70,935	P&E	Y	
E113905 FRC Changeroom upgrades	35,000		9,300	L&B	Y	
E113905 Tennis court resurfacing	200,000	137,081		Inf	Y	
E116400 Community Garden	10,000	5,831	-	Inf	Y	
E117100 AAP Footpaths & fence	12,000	7,000	7,825	Inf	Y	
E123100 Grader (PE25)	465,000		495,500	P&E	Y	
E123100 Posi Track & Mulcher	135,000	369,831	-	P&E		Y
E123100 Flail Verti Mower	24,000		24,480	P&E		Y
E123100 Sundry Plant	10,000		-	P&E		Y
E123105 Toyota Prado (CEO)	68,000		65,266	MV	Y	
E123105 4x2 Utility (MV121 -BMO)	50,000	106,750	43,491	MV	Y	
E123105 Ford Everest (Works Manager)	65,000		64,019	MV	Y	
E121500 RRG Road Construction	506,504	295,449	424,359	Inf	Y	
E121520 R2R Road Construction	534,902	311,997	492,514	Inf	Y	
E121551 WSN Road Construction	2,509,321	1,463,770	378,390	Inf	Y	
E121552 RRUPP Road Construction	1,983,100	1,156,792	1,458,970	Inf	Y	
E121750 BS Road Construction	495,095	288,806	21,002	Inf	Y	
E121550 Own Resource Road Construction	413,574	241,192	277,620	Inf	Y	
E121580 Footpath Construction	62,956	36,715	10,709	Inf	Y	
E121570 Depot Crib Room	231,701	135,149	129,812	L&B		Y
E132500 Hostel upgrades	25,000	14,581	-	L&B	Y	
E134505 CRC Photocopier	15,000	15,000	11,090	F&E	Y	
E121605 Tourism signage, interp panels & shelters	131,000	76,419	-	P&E		Y
E136046 Standpipe Upgrades	-	-	17,985	P&E		
E137600 Old Admin Building bathrooms & flooring	25,000	14,581	-	L&B	Y	
	8,589,087	5,009,353	4,111,622			
Add Work in Progress at 30 June 2023:						
KCCC Flooring, curtains & outdoor blinds			11,086			
12 Bowey Way Renovation			158,463			
Depot Crib Room			136,258			
Design costs for Yealering Clayton Road Intersection						
0A01195 Total Work in Progress			305,807			
			4,417,429			

Note 6 (b) - Disposal of Assets	Budgeted			Actual		Actual
	Budgeted WDV	Budgeted Proceeds	Budgeted Profit/(loss) on sale	Actual WDV	Actual Proceeds	Actual Profit/(loss) on Sale
PE124 CAT 12H Grader (PE25)	51,105	65,000	13,895	47,774	91,136	43,362
MV187 Toyota Prado CEO (MV27)	49,069	53,000	3,931			0
MV158 Holden Colorado Single Cab (MV121)	3,498	15,000	11,502	4,274	9,091	4,817
MV194 Toyota Prado (Works Manager) (MV30)	50,116	55,000	4,884	51,032	56,364	5,332
MV191 Toyota Hilux (MV120)	-	-	0	47,324	54,545	7,222
	153,788	188,000	34,212	150,404	211,136	60,733

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 7 - Receivables

Rates receivable	30-Jun-23	31-Jan-24
	\$	\$
Opening arrears previous years	88,600	45,423
Levied this year	2,255,588	2,566,820
Less - collections to date	(2,298,765)	(2,495,547)
Equals current outstanding	45,423	116,696
Net rates collectable	45,423	116,696
% Collected	98.06%	95.53%

Trade Receivables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(154)	166,384	15,996	1,519	1,153	184,898
Percentage	-0.1%	90.0%	8.7%	0.8%	0.6%	
Allowance for impairment of receivables						0
Total receivables general outstanding						184,898
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

Note 8 - Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Sundry Creditors	0	678,323	17	8,578	1,675	688,593
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	
Balance per trial balance						688,593
ATO liabilities		(23,671)				(23,671)
Total payables general outstanding						664,922
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

Note 9 - Borrowings

	Budget				Actual			
	Principal 01/07/2023	Principal Repayments	Principal 30/06/2024	Interest Repayments	Principal 01/07/2023	Principal Repayments	Principal 30/06/2024	Interest Repayments
Loan 1 Administration Building	883,702	99,144	784,558	32,626	883,702	49,196	834,506	15,077
	883,702	99,144	784,558	32,626	883,702	49,196	834,506	15,077

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 10 - Rate Revenue

Rate Type	Rate in \$	Number of properties	Rateable Value	Budgeted Rate Revenue	Actual Rate Revenue
General Rate					
Gross Rental Value					
Residential	0.1073	136	1,371,295	147,140	147,140
Industrial	0.1073	12	115,443	12,387	12,387
Commercial	0.1073	28	434,977	46,673	46,720
Rural	0.1073	11	101,715	10,914	10,914
Unimproved Value					
Rural	0.007212	342	296,773,295	2,140,329	2,140,711
Mining	0.007212	0		-	-
Sub-total		529	298,796,724	2,357,443	2,357,872
Minimum Payment					
Gross Rental Value					
Residential	519.97	9	11,174	4,680	4,680
Industrial	519.97	6	11,905	3,120	3,120
Commercial	519.97	4	8,280	2,080	2,079
Rural	519.97	7	8,125	3,640	3,640
Unimproved Value					
Rural	519.97	16	652,195	8,319	8,320
Mining	519.97	34	373,318	17,679	18,678
		76	1,064,997	39,518	40,515
		605	299,861,721	2,396,961	2,398,387
Discount				(101,858)	(104,316)
Concessions/Write-offs				(11,954)	(10,374)
Total raised from general rates				2,283,149	2,283,697
Ex-Gratia Rates				27,235	27,235
Total Rates				2,310,384	2,310,932

All land (other than exempt land) in the Shire of Kulin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Kulin.

The general rates detailed for the 2022/23 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 31 January 2024

Note 11 - Grants

Operating Grants

Grant Source	Purpose	Original Budget	YTD Budget	YTD Actual
Grants Commission	Federal financial assistance grants	2,803,300	2,803,300	2,865,982
Fire & Emergency Services	Emergency Services Levy Operating Grant	38,000	19,000	25,992
KCCC Sustainability Grant	Childcare Sustainability Grant	-	-	-
KCCC Traineeship Grant	Childcare Traineeship Grant	1,500	875	3,598
Main Roads	State Direct Grant (Untied Road Funding)	261,631	261,631	267,373
Department of Primary Industries & Regional Development	Community Resource Centre Funding	105,311	52,656	85,458
	Support Grant & Video Conferencing Grant	3,000	1,750	-
		3,212,742	3,139,212	3,248,402

Capital Grants

Grant Source	Purpose	Original Budget	YTD Budget	YTD Actual (Income recognised)	Grant income received
Local Roads & Community Infrastructure Program	Federal Government Stimulus to deliver priority local roads and community infrastructure projects	665,870	332,936	19,191	2,774
Kulin Bush Races	KCCC				
Kulin Bush Races	Shade for south side	34,850	20,328	-	-
CSRFF, Tennis Club & Kulin Bush Races	Tennis Court Resurfacing	153,000	153,000	-	-
Main Roads - Regional Road Group	Road Construction	333,334	166,666	282,905	266,668
Federal - Wheatbelt Secondary Freight Network	Road Construction	2,328,701	1,164,350	261,186	429,950
Federal - Remote Roads Upgrade Pilot Program	Road Construction	1,586,480	793,240	1,167,176	1,006,114
Federal - Roads to Recovery	Road Construction	503,796	251,898	492,515	503,796
Federal - Black Spot Program	Road Construction on Dangerous Roads	330,228	165,114	13,971	115,176
		5,936,259	3,047,532	2,236,944	2,324,478

Shire of Kulin							
STATEMENT OF OPERATING							
(Nature & Type)							
For the period ended 31 January 2024							
COA	Description		Original Budget	YTD Budget	YTD Actual	Var.	
			\$	\$	\$	\$	
E030100	Discount Allowed on Rates	01 Rates	\$101,858	\$101,858	\$104,316	\$2,458	
E030110	RATES WRITTEN OFF	01 Rates	\$11,954	\$11,954	\$10,374	(\$1,580)	
E030115	DOUBTFUL DEBTS EXPENSE RATES	01 Rates	\$0	\$0	\$0	\$0	
I030001	General Rate - GRV	01 Rates	(\$217,113)	(\$217,113)	(\$217,113)	(\$0)	
I030101	General Rate - UV	01 Rates	(\$2,140,331)	(\$2,140,331)	(\$2,140,331)	\$0	
I030105	Interim Rates - GRV/UV	01 Rates	\$0	\$0	(\$1,426)	(\$1,426)	
I030131	Minimum Rates- GRV	01 Rates	(\$13,519)	(\$13,519)	(\$13,519)	(\$0)	
I030133	Minimum Rates - UV	01 Rates	(\$25,998)	(\$25,998)	(\$25,999)	(\$1)	
I030150	EX GRATIA RATES	01 Rates	(\$27,235)	(\$27,235)	(\$27,235)	\$0	
		Rates Total	(\$2,310,384)	(\$2,310,384)	(\$2,310,932)	(\$548)	
I031100	Grants Commission	05 Operating Grants, Subsidies & Contributions	(\$2,803,300)	(\$2,803,300)	(\$2,865,982)	(\$62,682)	
I053010	ESL Bush Fires Allocation	05 Operating Grants, Subsidies & Contributions	(\$38,000)	(\$19,000)	(\$25,992)	(\$6,992)	
I084030	TRAINEESHIPS	05 Operating Grants, Subsidies & Contributions	(\$1,500)	(\$875)	(\$937)	(\$62)	
I084100	Various Grants	05 Operating Grants, Subsidies & Contributions	\$0	\$0	(\$2,793)	(\$2,793)	
I122360	Government Grants	05 Operating Grants, Subsidies & Contributions	(\$261,631)	(\$261,631)	(\$267,373)	(\$5,742)	
I134500	GRANTS - CRC OPERATIONAL	05 Operating Grants, Subsidies & Contributions	(\$105,311)	(\$52,656)	(\$85,458)	(\$32,802)	
I134510	OTHER GRANTS	05 Operating Grants, Subsidies & Contributions	(\$3,000)	(\$1,750)	\$0	\$1,750	
		Operating Grants, Subsidies & Contributions Total	(\$3,212,742)	(\$3,139,212)	(\$3,248,535)	(\$109,323)	
I030142	Admin Charge for Instalments	02 User Charges	(\$500)	(\$287)	(\$693)	(\$406)	
I030160	Information & Search Fees	02 User Charges	(\$4,000)	(\$2,331)	(\$4,439)	(\$2,108)	
I030170	LEGAL FEES RECOVERED	02 User Charges	\$0	\$0	(\$936)	(\$936)	
I030171	LEGAL FEES RECOVERED (NO GST)	02 User Charges	\$0	\$0	(\$289)	(\$289)	
I051100	FIRE CONTRIBUTIONS	02 User Charges	\$0	\$0	(\$8,180)	(\$8,180)	
I052400	FINES AND PENALTIES	02 User Charges	(\$200)	(\$112)	\$0	\$112	
I052420	DOG REGISTRATION FEES	02 User Charges	(\$2,200)	(\$1,281)	(\$1,886)	(\$605)	
I052430	CAT REGISTRATION FEE INCOME	02 User Charges	(\$200)	(\$112)	(\$120)	(\$8)	
I074100	OTHER INCOME	02 User Charges	\$0	\$0	(\$61)	(\$61)	
I074410	OTHER LICENSES	02 User Charges	\$0	\$0	(\$996)	(\$996)	
I084010	Fees & Charges	02 User Charges	(\$296,000)	(\$172,662)	(\$153,237)	\$19,425	
I084040	FUNDRAISING - GST	02 User Charges	(\$5,000)	(\$2,912)	\$0	\$2,912	
I101400	CHARGES - REFUSE REMOVAL	02 User Charges	(\$93,824)	(\$93,824)	(\$93,373)	\$451	
I102410	CHARGES - REFUSE REMOVAL	02 User Charges	(\$18,176)	(\$18,176)	(\$17,892)	\$284	
I106110	Planning Approvals	02 User Charges	(\$8,000)	(\$4,662)	(\$678)	\$3,984	
I107400	CHARGES - CEMETERY FEES	02 User Charges	(\$2,000)	(\$1,162)	(\$1,328)	(\$166)	
I112405	Pool Admission - Adults	02 User Charges	(\$8,100)	(\$4,725)	(\$6,353)	(\$1,628)	
I112410	Pool Admission - Children	02 User Charges	(\$6,250)	(\$3,640)	(\$4,712)	(\$1,072)	
I112450	Pool Slide Income	02 User Charges	(\$20,000)	(\$11,662)	(\$20,336)	(\$8,674)	
I112480	SEASON PASS	02 User Charges	(\$10,000)	(\$5,831)	(\$12,658)	(\$6,827)	
I112600	EVENTS	02 User Charges	(\$1,000)	(\$581)	(\$2,774)	(\$2,193)	
I113050	MEMBERSHIPS - CORPORATE	02 User Charges	\$0	\$0	(\$58)	(\$58)	
I113100	Memberships - Adult	02 User Charges	(\$11,900)	(\$6,937)	(\$2,835)	\$4,102	
I113110	Memberships - Children	02 User Charges	(\$764)	(\$441)	(\$55)	\$386	
I113120	Memberships - Social	02 User Charges	(\$1,164)	(\$672)	\$0	\$672	
I113130	MEMBERSHIPS - SHORT TERM	02 User Charges	(\$84)	(\$49)	(\$304)	(\$255)	
I113150	EVENTS AND CATERING	02 User Charges	(\$2,000)	(\$1,162)	(\$841)	\$321	
I113300	Hire - Indoor Courts	02 User Charges	(\$500)	(\$287)	(\$222)	\$65	
I113320	Hire - Kitchen	02 User Charges	(\$4,000)	(\$2,331)	(\$2,413)	(\$82)	
I113351	HIRE - TENNIS COURTS	02 User Charges	\$0	\$0	(\$49)	(\$49)	
I113380	Hire - Golf/Tennis Pavilion	02 User Charges	(\$800)	(\$462)	(\$233)	\$229	
I113390	Hire - Function Rooms	02 User Charges	(\$1,500)	(\$875)	(\$3,442)	(\$2,567)	
I113500	BAR SALES	02 User Charges	(\$130,000)	(\$75,831)	(\$84,475)	(\$8,644)	
I113505	Canteen Sales	02 User Charges	(\$2,500)	(\$1,456)	(\$1,236)	\$220	
I113510	OCCASIONAL LIQUOR LICENCES	02 User Charges	\$0	\$0	(\$223)	(\$223)	
I132409	HOSTEL CHARGES	02 User Charges	(\$10,000)	(\$5,831)	(\$12,413)	(\$6,582)	
I132410	Caravan Park Charges	02 User Charges	(\$40,000)	(\$23,331)	(\$27,493)	(\$4,162)	
I132430	MERCHANDISE SALES	02 User Charges	(\$2,500)	(\$1,456)	(\$446)	\$1,010	
I132450	SALE OF THH SOUVENIRS (DO NOT USE)	02 User Charges	\$2,500	\$1,456	\$0	(\$1,456)	
I133410	BUILDING PERMITS	02 User Charges	(\$4,000)	(\$2,331)	(\$2,146)	\$185	
I133420	BCITF LEVY COLLECTION	02 User Charges	(\$500)	(\$287)	(\$876)	(\$589)	
I133425	BUILDING SERVICES LEVY COLLECTION	02 User Charges	(\$1,000)	(\$581)	(\$1,624)	(\$1,043)	
I134010	CRC MEMBERSHIPS	02 User Charges	(\$300)	(\$175)	\$0	\$175	
I134070	PHOTOCOPYING/PRINTING	02 User Charges	(\$10,000)	(\$5,831)	(\$10,371)	(\$4,540)	
I134100	INTERNET/COMPUTER USAGE	02 User Charges	(\$200)	(\$112)	(\$34)	\$78	
I134120	STAFF ASSISTANCE/LABOUR	02 User Charges	(\$2,000)	(\$1,162)	(\$142)	\$1,020	
I134130	KULIN UPDATE	02 User Charges	(\$6,000)	(\$3,500)	(\$2,970)	\$530	
I134140	Laminating	02 User Charges	(\$750)	(\$434)	(\$515)	(\$81)	
I134150	Equipment Hire	02 User Charges	(\$500)	(\$287)	(\$48)	\$239	
I134160	KULIN PHONE DIRECTORY	02 User Charges	(\$1,000)	(\$581)	(\$140)	\$441	
I134170	BUILDING/ROOM HIRE	02 User Charges	(\$2,000)	(\$1,162)	(\$96)	\$1,066	
I134180	PUBLIC TRAINING/COURSES	02 User Charges	(\$10,000)	(\$5,831)	(\$5,139)	\$692	
I134185	EVENT INCOME & SPONSORSHIP (GST)	02 User Charges	(\$5,000)	(\$2,912)	(\$1,604)	\$1,308	
I134186	EVENT INCOME & SPONSORSHIP (GST FF	02 User Charges	(\$1,000)	(\$581)	\$0	\$581	
I134190	Commissions	02 User Charges	(\$8,640)	(\$5,040)	(\$5,191)	(\$151)	
I134215	SUNDRY SERVICES	02 User Charges	(\$1,000)	(\$581)	\$0	\$581	
I134220	BINDING	02 User Charges	(\$2,000)	(\$1,162)	(\$64)	\$1,098	
I134225	TRAINEESHIP REIMBURSEMENTS	02 User Charges	(\$5,000)	(\$2,912)	\$0	\$2,912	
I136010	SALE OF STANDPIPE WATER	02 User Charges	(\$35,000)	(\$20,412)	(\$5,959)	\$14,453	
I136115	Community Cropping Program	02 User Charges	(\$1,217)	(\$1,216)	(\$1,227)	(\$11)	
I139010	SALES - PUBLIC	02 User Charges	(\$888,000)	(\$518,000)	(\$570,857)	(\$52,857)	
I141410	Private Works	02 User Charges	(\$45,000)	(\$26,250)	(\$9,566)	\$16,684	
I142100	Hire of Bus & Trailer	02 User Charges	(\$12,000)	(\$7,000)	(\$9,088)	(\$2,088)	
I143046	CONTRIBUTION FOR VEHICLE	02 User Charges	(\$2,756)	(\$1,603)	\$0	\$1,603	
		User Charges Total	(\$1,725,524)	(\$1,053,568)	(\$1,095,337)	(\$41,769)	

Shire of Kulin**STATEMENT OF OPERATING**

(Nature & Type)

For the period ended 31 January 2024

COA	Description		Original Budget	YTD Budget	YTD Actual	Var.
			\$	\$	\$	\$
E042010	SALARIES	30 Employee Costs	\$765,235	\$446,383	\$405,510	(\$40,873)
E042020	SUPERANNUATION	30 Employee Costs	\$111,168	\$64,848	\$65,623	\$775
E042025	ADMINISTRATION HOUSING ALLOWANCE	30 Employee Costs	\$50,504	\$29,456	\$19,551	(\$9,905)
E042046	STAFF HOUSING	30 Employee Costs	\$10,087	\$5,880	\$3,164	(\$2,716)
E042050	OFFICE MAINTENANCE	30 Employee Costs	\$1,819	\$1,064	\$740	(\$324)
E042120	Cleaning	30 Employee Costs	\$21,468	\$12,523	\$12,072	(\$451)
E042190	KEY TO KULIN	30 Employee Costs	\$2,350	\$1,365	\$1,379	\$14
E051070	SUNDRY FIRE PREVENTION COSTS	30 Employee Costs	\$0	\$0	\$2,232	\$2,232
E053051	EMERGENCY BUILDING MAINTENANCE	30 Employee Costs	\$2,459	\$1,428	\$471	(\$957)
E075020	Mosquito Control	30 Employee Costs	\$1,216	\$707	\$258	(\$449)
E077020	MEDICAL CENTRE	30 Employee Costs	\$6,306	\$3,675	\$3,346	(\$329)
E077030	AMBULANCE SERVICES	30 Employee Costs	\$0	\$0	\$200	\$200
E080100	Contribution to School	30 Employee Costs	\$5,760	\$3,360	\$1,948	(\$1,412)
E084010	Salaries	30 Employee Costs	\$260,970	\$152,229	\$167,601	\$15,372
E084011	Salaries - Building Maintenance	30 Employee Costs	\$0	\$0	\$85	\$85
E084012	SALARIES - GARDENING	30 Employee Costs	\$3,840	\$2,240	\$1,123	(\$1,117)
E084013	SUPERANNUATION	30 Employee Costs	\$27,937	\$16,296	\$17,117	\$821
E084014	CLEANING SALARIES	30 Employee Costs	\$13,213	\$7,707	\$4,910	(\$2,797)
E084061	STAFF HOUSING	30 Employee Costs	\$12,418	\$7,238	\$6,728	(\$510)
E084070	REPAIRS & MAINTENANCE	30 Employee Costs	\$0	\$0	\$1,191	\$1,191
E084075	STAFF EXPENSES	30 Employee Costs	\$750	\$434	\$300	(\$134)
E092050	OTHER HOUSING MAINTENANCE	30 Employee Costs	\$866	\$504	\$2,124	\$1,620
E092060	KULIN RETIREMENT HOMES	30 Employee Costs	\$7,158	\$4,172	\$4,859	\$687
E092148	GEHA HOUSING - COSTS	30 Employee Costs	\$5,799	\$3,381	\$263	(\$3,118)
E092150	JOINT VENTURE HOUSING - COSTS	30 Employee Costs	\$16,816	\$9,814	\$4,524	(\$5,290)
E101020	DOMESTIC REFUSE COLLECTION	30 Employee Costs	\$5,760	\$3,360	\$0	(\$3,360)
E101021	DUDININ REFUSE COLLECTION	30 Employee Costs	\$2,560	\$1,491	\$1,395	(\$96)
E101030	REFUSE SITE MAINTENANCE	30 Employee Costs	\$27,418	\$15,988	\$15,372	(\$616)
E102020	Commercial Refuse Collection	30 Employee Costs	\$13,441	\$7,840	\$10,853	\$3,013
E102030	Drum Muster	30 Employee Costs	\$640	\$371	\$357	(\$14)
E104010	Urban Stormwater Drainage	30 Employee Costs	\$1,216	\$707	\$0	(\$707)
E105051	Reinstatement of Gravel Pits	30 Employee Costs	\$5,114	\$2,982	\$0	(\$2,982)
E107031	KULIN CEMETERY	30 Employee Costs	\$4,626	\$2,695	\$1,239	(\$1,456)
E107050	PUBLIC CONVENIENCES	30 Employee Costs	\$18,373	\$10,717	\$10,394	(\$323)
E107052	PUBLIC CONVENIENCES DUDININ	30 Employee Costs	\$2,304	\$1,344	\$1,169	(\$175)
E107053	PUBLIC CONVENIENCES PINGARING	30 Employee Costs	\$1,105	\$644	\$5,273	\$4,629
E107060	WAR MEMORIAL	30 Employee Costs	\$608	\$350	\$0	(\$350)
E111021	MEMORIAL HALL	30 Employee Costs	\$1,654	\$966	\$901	(\$65)
E111031	PINGARING HALL	30 Employee Costs	\$0	\$0	\$201	\$201
E112021	Salaries	30 Employee Costs	\$118,734	\$69,258	\$57,614	(\$11,644)
E112022	Superannuation	30 Employee Costs	\$13,061	\$7,616	\$5,350	(\$2,266)
E112026	MAINTENANCE	30 Employee Costs	\$5,019	\$2,926	\$6,782	\$3,856
E112029	STAFF HOUSING	30 Employee Costs	\$866	\$504	\$0	(\$504)
E113270	REPAIRS AND MAINTENANCE	30 Employee Costs	\$11,858	\$6,916	\$1,432	(\$5,484)
E113280	Superannuation	30 Employee Costs	\$16,744	\$9,765	\$12,579	\$2,814
E113300	Wages - Centre Manager	30 Employee Costs	\$64,654	\$37,709	\$32,329	(\$5,380)
E113305	WAGES - BAR ADMIN (MANAGER)	30 Employee Costs	\$0	\$0	\$0	\$0
E113310	WAGES - BAR STAFF CASUALS	30 Employee Costs	\$96,770	\$56,448	\$49,057	(\$7,391)
E113320	WAGES - CLEANER	30 Employee Costs	\$1,577	\$917	\$8,270	\$7,353
E113330	OTHER ALLOWANCES	30 Employee Costs	\$1,216	\$707	\$3,483	\$2,776
E113331	BOWLING GREENS	30 Employee Costs	\$608	\$350	\$0	(\$350)
E113332	OVAL	30 Employee Costs	\$16,524	\$9,639	\$7,849	(\$1,790)
E113333	GOLF TENNIS PAVILION	30 Employee Costs	\$7,760	\$4,522	\$3,271	(\$1,251)
E113334	GOLF COURSE	30 Employee Costs	\$6,400	\$3,731	\$4,236	\$505
E117029	OFFICE GARDENS	30 Employee Costs	\$16,001	\$9,331	\$3,284	(\$6,047)
E117030	PUBLIC PARKS GDNS & RESERVES	30 Employee Costs	\$36,802	\$21,462	\$34,995	\$13,533
E117031	RESERVES - OTHER	30 Employee Costs	\$16,001	\$9,331	\$4,649	(\$4,682)
E117052	DUDININ SPORTSGROUND	30 Employee Costs	\$0	\$0	\$276	\$276
E117054	DUDININ TENNIS CLUB	30 Employee Costs	\$3,638	\$2,121	\$0	(\$2,121)
E117058	ALL AGES PRECINCT/VDZ/TOWN PLAYGR	30 Employee Costs	\$866	\$504	\$29	(\$475)
E117520	PINGARING GOLF CLUB	30 Employee Costs	\$1,819	\$1,057	\$146	(\$911)
E122010	ROAD MAINTENANCE	30 Employee Costs	\$326,185	\$190,274	\$190,148	(\$126)
E122022	FLOOD DAMAGE - NORMAL	30 Employee Costs	\$8,524	\$4,970	\$0	(\$4,970)
E122121	KULIN DEPOT	30 Employee Costs	\$13,756	\$8,022	\$16,056	\$8,034
E122122	HOLT ROCK DEPOT	30 Employee Costs	\$0	\$0	\$1,857	\$1,857
E122150	STREET LIGHTING	30 Employee Costs	\$1,600	\$931	\$474	(\$457)
E122160	Street Cleaning	30 Employee Costs	\$2,240	\$1,302	\$96	(\$1,206)
E122161	DUDININ CLEANING	30 Employee Costs	\$3,840	\$2,240	\$642	(\$1,598)
E122162	PINGARING STREETScape MAINTENANC	30 Employee Costs	\$0	\$0	\$0	\$0
E122180	Street Trees	30 Employee Costs	\$2,400	\$1,400	\$488	(\$912)
E122190	Streetscape Maintenance	30 Employee Costs	\$8,001	\$4,662	\$408	(\$4,254)
E126280	Airstrip Maintenance	30 Employee Costs	\$1,280	\$742	\$147	(\$595)
E132030	CARAVAN PARK	30 Employee Costs	\$26,876	\$15,673	\$14,412	(\$1,261)
E132040	KULIN HOSTEL	30 Employee Costs	\$6,930	\$4,039	\$3,075	(\$964)
E134010	Wages	30 Employee Costs	\$101,766	\$59,360	\$50,066	(\$9,294)
E134020	Superannuation	30 Employee Costs	\$10,264	\$5,985	\$3,770	(\$2,215)
E136040	WATER SUPPLY (STANDPIPES)	30 Employee Costs	\$0	\$0	\$788	\$788
E137060	BUILDING MAINTENANCE	30 Employee Costs	\$0	\$0	\$108	\$108
E137120	CLEANING	30 Employee Costs	\$1,577	\$917	\$443	(\$475)
E138015	BLAZING SWAN EXPENDITURE	30 Employee Costs	\$6,610	\$3,850	\$0	(\$3,850)
E138040	BUSH RACES CONTRIBUTION	30 Employee Costs	\$10,872	\$6,335	\$12,456	\$6,121
E139050	MAINTENANCE & REPAIRS	30 Employee Costs	\$1,600	\$931	\$679	(\$252)
E141010	PRIVATE WORKS	30 Employee Costs	\$17,048	\$9,940	\$985	(\$8,955)
E143010	ENGINEERS SALARY	30 Employee Costs	\$183,881	\$107,261	\$67,183	(\$40,078)

Shire of Kulin							
STATEMENT OF OPERATING							
(Nature & Type)							
For the period ended 31 January 2024							
COA	Description		Original Budget	YTD Budget	YTD Actual	Var.	
			\$	\$	\$	\$	
E143025	WORKERS COMPENSATION INSURANCE	30	Employee Costs	\$0	\$0	\$30,785	\$30,785
E143040	Superannuation	30	Employee Costs	\$205,672	\$119,973	\$106,153	(\$13,820)
E143050	Sick & Holiday Pay	30	Employee Costs	\$129,753	\$75,684	\$91,775	\$16,091
E143070	Long Service leave	30	Employee Costs	\$58,127	\$33,901	\$71,970	\$38,069
E143075	FBT EXPENSE	30	Employee Costs	\$0	\$0	\$0	\$0
E143090	Award Allowances	30	Employee Costs	\$125,262	\$73,066	\$57,563	(\$15,503)
E143125	STAFF HOUSING	30	Employee Costs	\$12,901	\$7,525	\$4,508	(\$3,017)
E143140	Seminar Expenses	30	Employee Costs	\$5,114	\$2,982	\$5,044	\$2,062
E144000	Plant Repair Wages	30	Employee Costs	\$81,477	\$47,523	\$68,859	\$21,336
E144010	Parts & Repairs	30	Employee Costs	\$8,210	\$4,788	\$8,862	\$4,074
E144700	PLANT OPERATION COSTS	30	Employee Costs	\$0	\$0	\$14	\$14
E146010	Gross Total For Year	30	Employee Costs	\$3,365,966	\$1,963,479	\$1,897,270	(\$66,209)
E146200	Salaries & Wages Allocated	30	Employee Costs	(\$3,365,966)	(\$1,963,479)	(\$1,897,270)	\$66,209
E146400	Unallocated Salaries & Wages	30	Employee Costs	\$0	\$0	\$0	\$0
			Employee Costs Total	\$3,211,643.41	\$1,873,249.00	\$1,819,913.54	(\$53,335.46)
E042046	STAFF HOUSING	41	Overheads	\$9,078	\$5,292	\$2,587	(\$2,705)
E042050	OFFICE MAINTENANCE	41	Overheads	\$1,637	\$952	\$674	(\$278)
E042120	Cleaning	41	Overheads	\$0	\$0	\$135	\$135
E051070	SUNDRY FIRE PREVENTION COSTS	41	Overheads	\$0	\$0	\$2,121	\$2,121
E053051	EMERGENCY BUILDING MAINTENANCE	41	Overheads	\$2,213	\$1,288	\$0	(\$1,288)
E075020	Mosquito Control	41	Overheads	\$1,094	\$637	\$232	(\$405)
E077020	MEDICAL CENTRE	41	Overheads	\$0	\$0	\$463	\$463
E077030	AMBULANCE SERVICES	41	Overheads	\$0	\$0	\$170	\$170
E080100	Contribution to School	41	Overheads	\$5,184	\$3,024	\$1,783	(\$1,241)
E084011	Salaries - Building Maintenance	41	Overheads	\$0	\$0	\$79	\$79
E084012	SALARIES - GARDENING	41	Overheads	\$3,456	\$2,016	\$907	(\$1,109)
E084070	REPAIRS & MAINTENANCE	41	Overheads	\$0	\$0	\$994	\$994
E092050	OTHER HOUSING MAINTENANCE	41	Overheads	\$780	\$448	\$1,755	\$1,307
E092060	KULIN RETIREMENT HOMES	41	Overheads	\$6,442	\$3,752	\$3,933	\$181
E092148	GEHA HOUSING - COSTS	41	Overheads	\$5,219	\$3,038	\$234	(\$2,804)
E092150	JOINT VENTURE HOUSING - COSTS	41	Overheads	\$15,132	\$8,827	\$3,783	(\$5,044)
E101020	DOMESTIC REFUSE COLLECTION	41	Overheads	\$5,184	\$3,024	\$0	(\$3,024)
E101021	DUDININ REFUSE COLLECTION	41	Overheads	\$2,304	\$1,344	\$1,176	(\$168)
E101030	REFUSE SITE MAINTENANCE	41	Overheads	\$24,676	\$14,392	\$14,019	(\$373)
E102020	Commercial Refuse Collection	41	Overheads	\$12,097	\$7,056	\$9,582	\$2,526
E102030	Drum Muster	41	Overheads	\$576	\$336	\$320	(\$16)
E104010	Urban Stormwater Drainage	41	Overheads	\$1,094	\$637	\$0	(\$637)
E105051	Reinstatement of Gravel Pits	41	Overheads	\$4,603	\$2,681	\$0	(\$2,681)
E107031	KULIN CEMETERY	41	Overheads	\$4,163	\$2,422	\$1,063	(\$1,359)
E107050	PUBLIC CONVENIENCES	41	Overheads	\$1,637	\$952	\$1,558	\$606
E107052	PUBLIC CONVENIENCES DUDININ	41	Overheads	\$2,074	\$1,204	\$996	(\$208)
E107053	PUBLIC CONVENIENCES PINGARING	41	Overheads	\$994	\$574	\$4,291	\$3,717
E107060	WAR MEMORIAL	41	Overheads	\$547	\$315	\$0	(\$315)
E111021	MEMORIAL HALL	41	Overheads	\$780	\$448	\$308	(\$140)
E111031	PINGARING HALL	41	Overheads	\$0	\$0	\$180	\$180
E112026	MAINTENANCE	41	Overheads	\$4,517	\$2,632	\$4,438	\$1,806
E112029	STAFF HOUSING	41	Overheads	\$780	\$448	\$0	(\$448)
E113270	REPAIRS AND MAINTENANCE	41	Overheads	\$10,672	\$6,223	\$1,182	(\$5,041)
E113320	WAGES - CLEANER	41	Overheads	\$0	\$0	\$212	\$212
E113330	OTHER ALLOWANCES	41	Overheads	\$1,094	\$637	\$0	(\$637)
E113331	BOWLING GREENS	41	Overheads	\$547	\$315	\$0	(\$315)
E113332	OVAL	41	Overheads	\$14,872	\$8,673	\$7,099	(\$1,574)
E113333	GOLF TENNIS PAVILION	41	Overheads	\$6,984	\$4,074	\$1,738	(\$2,336)
E113334	GOLF COURSE	41	Overheads	\$5,760	\$3,360	\$3,680	\$320
E117029	OFFICE GARDENS	41	Overheads	\$15,841	\$9,240	\$2,743	(\$6,497)
E117030	PUBLIC PARKS GDNS & RESERVES	41	Overheads	\$33,122	\$19,320	\$28,503	\$9,183
E117031	RESERVES - OTHER	41	Overheads	\$14,401	\$8,400	\$3,864	(\$4,536)
E117052	DUDININ SPORTSGROUND	41	Overheads	\$0	\$0	\$249	\$249
E117054	DUDININ TENNIS CLUB	41	Overheads	\$3,275	\$1,904	\$0	(\$1,904)
E117058	ALL AGES PRECINCT/VDZ/TOWN PLAYGR	41	Overheads	\$780	\$448	\$26	(\$422)
E117520	PINGARING GOLF CLUB	41	Overheads	\$1,637	\$952	\$124	(\$828)
E122010	ROAD MAINTENANCE	41	Overheads	\$293,995	\$171,493	\$144,650	(\$26,843)
E122022	FLOOD DAMAGE - NORMAL	41	Overheads	\$7,671	\$4,473	\$0	(\$4,473)
E122121	KULIN DEPOT	41	Overheads	\$10,961	\$6,391	\$13,914	\$7,523
E122122	HOLT ROCK DEPOT	41	Overheads	\$0	\$0	\$1,608	\$1,608
E122150	STREET LIGHTING	41	Overheads	\$1,440	\$840	\$292	(\$548)
E122160	Street Cleaning	41	Overheads	\$2,016	\$1,176	\$0	(\$1,176)
E122161	DUDININ CLEANING	41	Overheads	\$3,456	\$2,016	\$443	(\$1,573)
E122162	PINGARING STREETScape MAINTENANC	41	Overheads	\$0	\$0	\$0	\$0
E122180	Street Trees	41	Overheads	\$2,160	\$1,260	\$334	(\$926)
E122190	Streetscape Maintenance	41	Overheads	\$7,200	\$4,200	\$287	(\$3,914)
E126280	Airstrip Maintenance	41	Overheads	\$1,152	\$672	\$140	(\$532)
E132030	CARAVAN PARK	41	Overheads	\$11,718	\$6,832	\$4,471	(\$2,361)
E132040	KULIN HOSTEL	41	Overheads	\$4,517	\$2,632	\$348	(\$2,284)
E136040	WATER SUPPLY (STANDPIPES)	41	Overheads	\$0	\$0	\$716	\$716
E137060	BUILDING MAINTENANCE	41	Overheads	\$0	\$0	\$19	\$19
E138015	BLAZING SWAN EXPENDITURE	41	Overheads	\$5,949	\$3,465	\$0	(\$3,465)
E138040	BUSH RACES CONTRIBUTION	41	Overheads	\$9,785	\$5,705	\$10,889	\$5,184
E139050	MAINTENANCE & REPAIRS	41	Overheads	\$1,440	\$840	\$557	(\$283)
E141010	PRIVATE WORKS	41	Overheads	\$15,343	\$8,946	\$874	(\$8,072)
E143050	Sick & Holiday Pay	41	Overheads	\$0	\$0	\$207	\$207
E143090	Award Allowances	41	Overheads	\$0	\$0	\$1,746	\$1,746
E143125	STAFF HOUSING	41	Overheads	\$11,611	\$6,769	\$3,706	(\$3,063)
E143140	Seminar Expenses	41	Overheads	\$7,671	\$4,473	\$4,465	(\$8)

**Shire of Kulin
STATEMENT OF OPERATING
(Nature & Type)**

For the period ended 31 January 2024

COA	Description		Original Budget	YTD Budget	YTD Actual	Var.
			\$	\$	\$	\$
E101020	DOMESTIC REFUSE COLLECTION	31 Materials & Contracts	\$122,004	\$71,169	\$67,544	(\$3,625)
E101021	DUDININ REFUSE COLLECTION	31 Materials & Contracts	\$2,500	\$1,456	\$0	(\$1,456)
E101022	PINGARING REFUSE COLLECTION	31 Materials & Contracts	\$13,682	\$7,980	\$7,298	(\$682)
E101030	REFUSE SITE MAINTENANCE	31 Materials & Contracts	\$3,000	\$1,750	\$1,200	(\$550)
E101040	ROEROC	31 Materials & Contracts	\$10,000	\$0	\$0	\$0
E102020	Commercial Refuse Collection	31 Materials & Contracts	\$46,668	\$27,223	\$22,519	(\$4,704)
E102030	Drum Muster	31 Materials & Contracts	\$1,000	\$581	\$0	(\$581)
E102420	PURCHASE OF BINS	31 Materials & Contracts	\$200	\$112	\$0	(\$112)
E106020	Town Planning Advice	31 Materials & Contracts	\$8,000	\$4,662	\$13,184	\$8,522
E106030	Town Planning Other	31 Materials & Contracts	\$4,000	\$2,331	\$0	(\$2,331)
E107031	KULIN CEMETERY	31 Materials & Contracts	\$500	\$287	\$0	(\$287)
E107032	DUDININ CEMETERY	31 Materials & Contracts	\$500	\$287	\$0	(\$287)
E107033	Pingaring Cemetery	31 Materials & Contracts	\$500	\$287	\$0	(\$287)
E107050	PUBLIC CONVENIENCES	31 Materials & Contracts	\$8,200	\$4,781	\$2,469	(\$2,312)
E107052	PUBLIC CONVENIENCES DUDININ	31 Materials & Contracts	\$700	\$406	\$302	(\$104)
E107053	PUBLIC CONVENIENCES PINGARING	31 Materials & Contracts	\$20,500	\$11,956	\$17,059	\$5,103
E107060	WAR MEMORIAL	31 Materials & Contracts	\$500	\$287	\$0	(\$287)
E111021	MEMORIAL HALL	31 Materials & Contracts	\$2,500	\$1,456	\$1,080	(\$376)
E111031	PINGARING HALL	31 Materials & Contracts	\$0	\$0	\$12,036	\$12,036
E111032	DUDININ HALL	31 Materials & Contracts	\$0	\$0	\$396	\$396
E112023	CHEMICALS	31 Materials & Contracts	\$5,702	\$3,325	\$3,198	(\$127)
E112026	MAINTENANCE	31 Materials & Contracts	\$13,150	\$7,665	\$125,809	\$118,144
E112028	OTHER MINOR EXPENDITURE	31 Materials & Contracts	\$3,480	\$2,030	\$2,765	\$735
E112029	STAFF HOUSING	31 Materials & Contracts	\$1,500	\$875	\$98	(\$777)
E112600	EVENTS	31 Materials & Contracts	\$1,350	\$784	\$0	(\$784)
E113060	Advertising and Promotion	31 Materials & Contracts	\$1,000	\$581	\$0	(\$581)
E113100	BANK CHARGES	31 Materials & Contracts	\$1,680	\$980	\$1,094	\$114
E113104	CATERING COSTS	31 Materials & Contracts	\$1,000	\$581	\$292	(\$289)
E113120	Cleaning Supplies	31 Materials & Contracts	\$3,000	\$1,750	\$2,693	\$943
E113130	IT MAINTENANCE	31 Materials & Contracts	\$0	\$0	\$660	\$660
E113137	DAM EXPENSES	31 Materials & Contracts	\$0	\$0	\$33	\$33
E113190	FREIGHT - NON-BAR	31 Materials & Contracts	\$0	\$0	\$17	\$17
E113210	GAS SUPPLIES	31 Materials & Contracts	\$0	\$0	\$745	\$745
E113218	Minor Equipment	31 Materials & Contracts	\$1,500	\$875	\$1,084	\$209
E113240	LICENCING COSTS	31 Materials & Contracts	\$440	\$259	\$245	(\$14)
E113243	Kitchen Consumables	31 Materials & Contracts	\$1,500	\$875	\$847	(\$28)
E113250	Printing, Stationery and Post	31 Materials & Contracts	\$1,000	\$581	\$447	(\$134)
E113270	REPAIRS AND MAINTENANCE	31 Materials & Contracts	\$34,300	\$20,006	\$20,462	\$456
E113272	Security Costs	31 Materials & Contracts	\$450	\$259	\$191	(\$68)
E113285	STAFF TRAINING	31 Materials & Contracts	\$1,000	\$581	\$472	(\$109)
E113295	UNIFORMS	31 Materials & Contracts	\$800	\$462	\$69	(\$393)
E113315	EVENTS	31 Materials & Contracts	\$5,000	\$2,912	\$942	(\$1,970)
E113329	Other Non-Operational Costs	31 Materials & Contracts	\$15,000	\$8,750	\$0	(\$8,750)
E113332	OVAL	31 Materials & Contracts	\$6,000	\$3,500	\$9,798	\$6,298
E113333	GOLF TENNIS PAVILION	31 Materials & Contracts	\$5,000	\$2,912	\$2,113	(\$799)
E113334	GOLF COURSE	31 Materials & Contracts	\$2,000	\$1,162	\$0	(\$1,162)
E113500	Bar Purchases	31 Materials & Contracts	\$52,000	\$30,331	\$48,491	\$18,160
E113501	Ice and Sundry Supplies	31 Materials & Contracts	\$200	\$112	\$45	(\$67)
E113502	FREIGHT	31 Materials & Contracts	\$2,400	\$1,400	\$2,180	\$780
E113505	CANTEEN PURCHASES	31 Materials & Contracts	\$0	\$0	\$1,543	\$1,543
E113510	Bar Glassware	31 Materials & Contracts	\$0	\$0	\$96	\$96
E113540	STOCK WRITTEN OFF	31 Materials & Contracts	\$400	\$231	\$106	(\$125)
E114280	EQUIPMENT MAINTENANCE	31 Materials & Contracts	\$0	\$0	\$45	\$45
E114290	CONT TO VARLEY RADIO	31 Materials & Contracts	\$1,000	\$581	\$0	(\$581)
E116300	Railway Station Maintenance	31 Materials & Contracts	\$0	\$0	\$1,341	\$1,341
E117029	OFFICE GARDENS	31 Materials & Contracts	\$1,000	\$581	\$154	(\$427)
E117030	PUBLIC PARKS GDNS & RESERVES	31 Materials & Contracts	\$20,000	\$11,662	\$4,253	(\$7,409)
E117031	RESERVES - OTHER	31 Materials & Contracts	\$500	\$287	\$0	(\$287)
E117032	PLAYGROUND INSPECTIONS	31 Materials & Contracts	\$5,750	\$3,353	\$0	(\$3,353)
E117054	DUDININ TENNIS CLUB	31 Materials & Contracts	\$10,000	\$5,831	\$225	(\$5,606)
E117056	OTHER SPORTING CLUBS	31 Materials & Contracts	\$0	\$0	\$98	\$98
E117058	ALL AGES PRECINCT/VDZ/TOWN PLAYGR	31 Materials & Contracts	\$2,250	\$1,309	\$892	(\$417)
E117520	PINGARING GOLF CLUB	31 Materials & Contracts	\$8,000	\$4,662	\$6,903	\$2,241
E121250	Black Spot Submission Costs	31 Materials & Contracts	\$0	\$0	\$7,400	\$7,400
E121602	Traffic Signs	31 Materials & Contracts	\$7,000	\$4,081	\$0	(\$4,081)
E122010	ROAD MAINTENANCE	31 Materials & Contracts	\$65,000	\$37,912	\$25,989	(\$11,923)
E122121	KULIN DEPOT	31 Materials & Contracts	\$25,000	\$14,581	\$16,427	\$1,846
E122122	HOLT ROCK DEPOT	31 Materials & Contracts	\$0	\$0	\$4,912	\$4,912
E122160	Street Cleaning	31 Materials & Contracts	\$3,500	\$2,037	\$1,540	(\$497)
E122190	Streetscape Maintenance	31 Materials & Contracts	\$8,500	\$4,956	\$0	(\$4,956)
E122200	Roman Road System	31 Materials & Contracts	\$8,853	\$0	\$9,473	\$9,473
E126280	Airstrip Maintenance	31 Materials & Contracts	\$1,000	\$581	\$0	(\$581)
E131040	Noxious Weeds/Pest Plants	31 Materials & Contracts	\$5,000	\$2,912	\$8,400	\$5,488
E132030	CARAVAN PARK	31 Materials & Contracts	\$6,500	\$3,787	\$3,174	(\$613)
E132040	KULIN HOSTEL	31 Materials & Contracts	\$5,000	\$2,912	\$2,661	(\$251)
E132100	Tourism & Area Promotion	31 Materials & Contracts	\$39,570	\$23,079	\$27,839	\$4,760
E133010	Group Building Scheme	31 Materials & Contracts	\$7,500	\$4,375	\$2,930	(\$1,445)
E133420	BCITF levy payment	31 Materials & Contracts	\$500	\$287	\$415	\$128
E133425	BUILDING SERVICES LEVY PAYMENT	31 Materials & Contracts	\$1,000	\$581	\$1,476	\$895
E134040	UNIFORMS	31 Materials & Contracts	\$800	\$462	\$0	(\$462)
E134050	STAFF TRAINING	31 Materials & Contracts	\$5,000	\$2,912	\$439	(\$2,473)
E134080	Printing & Stationery	31 Materials & Contracts	\$20,000	\$11,662	\$13,249	\$1,587
E134090	Postage and Freight	31 Materials & Contracts	\$0	\$0	\$293	\$293
E134100	Advertising and Promotion	31 Materials & Contracts	\$2,500	\$1,456	\$524	(\$933)

Shire of Kulin							
STATEMENT OF OPERATING							
(Nature & Type)							
For the period ended 31 January 2024							
COA	Description		Original Budget	YTD Budget	YTD Actual	Var.	
			\$	\$	\$	\$	
			Plant Operating Costs Total	(\$900,587)	(\$526,253)	(\$465,530)	\$60,723
			Total Materials & Contracts	\$2,405,955	\$1,358,401	\$1,612,347	\$253,946
E136040	WATER SUPPLY (STANDPIPES)	36	Utilities	\$0	\$0	\$4,139	\$4,139
			Utilities Total	\$0	\$0	\$4,139	\$4,139
E042046	STAFF HOUSING	47	Telephone & Internet	\$0	\$0	\$135	\$135
E042049	CEO UTILITIES	47	Telephone & Internet	\$2,500	\$1,456	\$1,066	(\$390)
E042080	TELEPHONE	47	Telephone & Internet	\$11,780	\$6,867	\$3,925	(\$2,942)
E051040	OFFICE EXPENSES	47	Telephone & Internet	\$6,000	\$3,500	\$1,383	(\$2,117)
E053010	ESL BUSH FIRE BRIGADES	47	Telephone & Internet	\$0	\$0	\$627	\$627
E077020	MEDICAL CENTRE	47	Telephone & Internet	\$2,500	\$1,456	\$1,262	(\$194)
E084080	TELEPHONE	47	Telephone & Internet	\$1,050	\$609	\$249	(\$360)
E092050	OTHER HOUSING MAINTENANCE	47	Telephone & Internet	\$0	\$0	\$115	\$115
E112030	TELEPHONE	47	Telephone & Internet	\$1,800	\$1,050	\$654	(\$396)
E113290	TELEPHONE	47	Telephone & Internet	\$2,100	\$1,225	\$429	(\$796)
E113332	OVAL	47	Telephone & Internet	\$0	\$0	\$709	\$709
E122122	HOLT ROCK DEPOT	47	Telephone & Internet	\$0	\$0	\$222	\$222
E132030	CARAVAN PARK	47	Telephone & Internet	\$500	\$287	\$248	(\$39)
E134060	TELEPHONE	47	Telephone & Internet	\$1,500	\$875	\$65	(\$810)
E139040	IT MAINTENANCE	47	Telephone & Internet	\$0	\$0	(\$61)	(\$61)
E139050	MAINTENANCE & REPAIRS	47	Telephone & Internet	\$1,800	\$1,050	\$198	(\$852)
E143030	OFFICE EXPENSES	47	Telephone & Internet	\$2,000	\$1,162	\$2,597	\$1,435
E143125	STAFF HOUSING	47	Telephone & Internet	\$0	\$0	\$135	\$135
E143126	WORKFORCE ACCOMMODATION - HOLT F	47	Telephone & Internet	\$500	\$287	\$0	(\$287)
E144061	TELEPHONE	47	Telephone & Internet	\$2,400	\$1,400	\$658	(\$742)
			Telephone & Internet Total	\$36,430	\$21,224	\$14,617	(\$6,607)
E042046	STAFF HOUSING	48	Electricity	\$8,500	\$4,956	\$4,141	(\$815)
E042049	CEO UTILITIES	48	Electricity	\$0	\$0	\$807	\$807
E042180	UTILITIES	48	Electricity	\$3,500	\$2,037	\$2,263	\$226
E077020	MEDICAL CENTRE	48	Electricity	\$3,500	\$2,037	\$2,473	\$436
E077030	AMBULANCE SERVICES	48	Electricity	\$0	\$0	\$116	\$116
E084040	ELECTRICITY/GAS/WATER	48	Electricity	\$6,000	\$3,500	\$1,918	(\$1,582)
E092050	OTHER HOUSING MAINTENANCE	48	Electricity	\$1,500	\$875	\$1,008	\$133
E092150	JOINT VENTURE HOUSING - COSTS	48	Electricity	\$2,000	\$1,169	\$876	(\$293)
E107050	PUBLIC CONVENIENCES	48	Electricity	\$2,500	\$1,456	\$1,629	\$173
E107052	PUBLIC CONVENIENCES DUDININ	48	Electricity	\$550	\$315	\$316	\$1
E107053	PUBLIC CONVENIENCES PINGARING	48	Electricity	\$1,000	\$581	\$459	(\$122)
E111021	MEMORIAL HALL	48	Electricity	\$1,800	\$1,050	\$850	(\$200)
E111031	PINGARING HALL	48	Electricity	\$100	\$56	\$0	(\$56)
E111032	DUDININ HALL	48	Electricity	\$100	\$56	\$0	(\$56)
E112024	ELECTRICITY	48	Electricity	\$39,780	\$23,205	\$16,661	(\$6,544)
E113180	ELECTRICITY	48	Electricity	\$19,000	\$11,081	\$12,292	\$1,211
E113332	OVAL	48	Electricity	\$4,500	\$2,625	\$2,352	(\$273)
E113333	GOLF TENNIS PAVILION	48	Electricity	\$0	\$0	\$70	\$70
E122121	KULIN DEPOT	48	Electricity	\$4,000	\$2,331	\$2,924	\$593
E122122	HOLT ROCK DEPOT	48	Electricity	\$0	\$0	\$921	\$921
E122150	STREET LIGHTING	48	Electricity	\$20,425	\$11,914	\$8,174	(\$3,740)
E132030	CARAVAN PARK	48	Electricity	\$8,000	\$4,662	\$3,253	(\$1,409)
E132040	KULIN HOSTEL	48	Electricity	\$1,500	\$875	\$136	(\$739)
E132050	INFORMATION BAY	48	Electricity	\$400	\$231	\$66	(\$165)
E134070	ELECTRICITY	48	Electricity	\$5,000	\$2,912	\$2,263	(\$649)
E136040	WATER SUPPLY (STANDPIPES)	48	Electricity	\$0	\$0	\$575	\$575
E137050	ELECTRICITY	48	Electricity	\$2,500	\$1,456	\$1,834	\$378
E139050	MAINTENANCE & REPAIRS	48	Electricity	\$1,750	\$1,015	\$1,431	\$416
E143125	STAFF HOUSING	48	Electricity	\$12,500	\$7,287	\$6,087	(\$1,201)
E143126	WORKFORCE ACCOMMODATION - HOLT F	48	Electricity	\$1,200	\$700	\$0	(\$700)
			Electricity Total	\$151,605	\$88,382	\$75,892	(\$12,490)
E042046	STAFF HOUSING	49	Water	\$7,000	\$4,081	\$2,823	(\$1,258)
E042180	UTILITIES	49	Water	\$1,300	\$756	\$543	(\$213)
E051070	SUNDRY FIRE PREVENTION COSTS	49	Water	\$0	\$0	\$0	\$0
E053010	ESL BUSH FIRE BRIGADES	49	Water	\$0	\$0	\$82	\$82
E053051	EMERGENCY BUILDING MAINTENANCE	49	Water	\$650	\$378	\$196	(\$182)
E077020	MEDICAL CENTRE	49	Water	\$500	\$287	\$181	(\$106)
E084040	ELECTRICITY/GAS/WATER	49	Water	\$0	\$0	\$913	\$913
E092050	OTHER HOUSING MAINTENANCE	49	Water	\$3,500	\$2,037	\$2,035	(\$2)
E092148	GEHA HOUSING - COSTS	49	Water	\$5,500	\$3,206	\$2,571	(\$635)
E092150	JOINT VENTURE HOUSING - COSTS	49	Water	\$16,000	\$9,331	\$6,490	(\$2,841)
E107052	PUBLIC CONVENIENCES DUDININ	49	Water	\$200	\$112	\$6	(\$106)
E107053	PUBLIC CONVENIENCES PINGARING	49	Water	\$200	\$112	\$43	(\$69)
E107060	WAR MEMORIAL	49	Water	\$500	\$287	\$120	(\$167)
E111021	MEMORIAL HALL	49	Water	\$250	\$140	\$52	(\$88)
E111031	PINGARING HALL	49	Water	\$100	\$56	\$43	(\$13)
E111032	DUDININ HALL	49	Water	\$100	\$56	\$17	(\$39)
E112025	WATER	49	Water	\$11,400	\$6,650	\$2,894	(\$3,756)
E112029	STAFF HOUSING	49	Water	\$3,500	\$2,037	\$1,232	(\$805)
E113332	OVAL	49	Water	\$10,000	\$5,831	\$1,816	(\$4,016)
E116100	KULIN MUSEUM	49	Water	\$400	\$231	\$347	\$116
E117029	OFFICE GARDENS	49	Water	\$500	\$287	\$244	(\$43)
E117030	PUBLIC PARKS GDNS & RESERVES	49	Water	\$4,000	\$2,331	\$1,558	(\$773)
E117052	DUDININ SPORTSGROUND	49	Water	\$2,000	\$1,162	\$533	(\$629)
E122121	KULIN DEPOT	49	Water	\$2,000	\$1,162	\$634	(\$528)
E122122	HOLT ROCK DEPOT	49	Water	\$0	\$0	\$0	\$0
E132030	CARAVAN PARK	49	Water	\$7,500	\$4,375	\$3,937	(\$438)
E132040	KULIN HOSTEL	49	Water	\$3,500	\$2,037	\$482	(\$1,555)
E132050	INFORMATION BAY	49	Water	\$0	\$0	\$0	\$0

Shire of Kulin							
STATEMENT OF OPERATING							
(Nature & Type)							
For the period ended 31 January 2024							
COA	Description		Original Budget	YTD Budget	YTD Actual	Var.	
			\$	\$	\$	\$	
E117030	PUBLIC PARKS GDNS & RESERVES	32	Insurance Expenses	\$287	\$286	\$287	\$1
E117054	DUDININ TENNIS CLUB	32	Insurance Expenses	\$3,089	\$3,089	\$3,089	\$0
E117058	ALL AGES PRECINCT/VDZ/TOWN PLAYGR	32	Insurance Expenses	\$2,198	\$2,198	\$2,198	\$0
E117520	PINGARING GOLF CLUB	32	Insurance Expenses	\$1,391	\$1,391	\$1,391	\$0
E122121	KULIN DEPOT	32	Insurance Expenses	\$5,616	\$5,616	\$5,616	\$0
E122122	HOLT ROCK DEPOT	32	Insurance Expenses	\$0	\$0	\$476	\$476
E132030	CARAVAN PARK	32	Insurance Expenses	\$506	\$506	\$506	\$0
E132040	KULIN HOSTEL	32	Insurance Expenses	\$3,734	\$3,734	\$3,734	(\$0)
E134030	INSURANCE	32	Insurance Expenses	\$15,976	\$15,976	\$15,976	\$0
E137030	INSURANCE	32	Insurance Expenses	\$818	\$818	\$818	\$0
E138020	INSURANCE & LICENSING.	32	Insurance Expenses	\$0	\$0	\$0	\$0
E139030	INSURANCE & LICENSING	32	Insurance Expenses	\$839	\$839	\$839	(\$0)
E142020	Community Bus Shed	32	Insurance Expenses	\$61	\$60	\$61	\$1
E143025	WORKERS COMPENSATION INSURANCE	32	Insurance Expenses	\$51,592	\$51,592	\$51,592	\$0
E143030	OFFICE EXPENSES	32	Insurance Expenses	\$0	\$0	\$0	\$0
E143060	Insurance on Works	32	Insurance Expenses	\$27,316	\$27,316	\$27,316	\$0
E143125	STAFF HOUSING	32	Insurance Expenses	\$7,103	\$7,102	\$7,542	\$440
E143126	WORKFORCE ACCOMMODATION - HOLT F	32	Insurance Expenses	\$476	\$273	\$0	(\$273)
E144015	INSURANCE & LICENCE	32	Insurance Expenses	\$72,260	\$72,258	\$72,260	\$2
			Insurance Expenses Total	\$347,156	\$345,972	\$349,752	\$3,779
E030999	General Admin Allocated	39	Activity Based Costing	\$51,528	\$30,051	\$33,780	\$3,729
E032999	General Admin Allocated	39	Activity Based Costing	\$5,195	\$3,024	\$2,877	(\$147)
E041999	General Admin Allocated	39	Activity Based Costing	\$161,989	\$94,493	\$56,644	(\$37,849)
E042999	General Admin Allocated	39	Activity Based Costing	(\$1,545,761)	(\$901,691)	(\$737,552)	\$164,139
E051999	General Admin Allocated	39	Activity Based Costing	\$17,875	\$10,423	\$8,113	(\$2,310)
E052999	General Admin Allocated	39	Activity Based Costing	\$10,852	\$6,328	\$5,679	(\$649)
E053999	General Admin Allocated	39	Activity Based Costing	\$7,086	\$4,130	\$3,245	(\$885)
E074999	General Admin Allocated	39	Activity Based Costing	\$3,405	\$1,981	\$1,623	(\$358)
E075999	General Admin Allocated	39	Activity Based Costing	\$3,405	\$1,981	\$1,623	(\$358)
E076999	General Admin Allocated	39	Activity Based Costing	\$3,405	\$1,981	\$1,623	(\$358)
E077999	General Admin Allocated	39	Activity Based Costing	\$9,255	\$5,397	\$4,499	(\$898)
E080999	General Admin Allocated	39	Activity Based Costing	\$5,330	\$3,108	\$2,508	(\$600)
E082999	General Admin Allocated	39	Activity Based Costing	\$10,735	\$6,258	\$4,942	(\$1,316)
E084999	General Admin Allocated	39	Activity Based Costing	\$58,536	\$34,139	\$27,289	(\$6,850)
E092999	General Admin Allocated	39	Activity Based Costing	\$12,157	\$7,091	\$5,827	(\$1,264)
E101999	General Admin Allocated	39	Activity Based Costing	\$7,439	\$4,333	\$3,762	(\$571)
E102999	General Admin Allocated	39	Activity Based Costing	\$7,439	\$4,333	\$3,762	(\$571)
E106999	General Admin Allocated	39	Activity Based Costing	\$13,872	\$8,085	\$7,080	(\$1,005)
E107999	General Admin Allocated	39	Activity Based Costing	\$10,858	\$6,328	\$4,868	(\$1,460)
E110999	General Admin Allocated	39	Activity Based Costing	\$11,013	\$6,419	\$5,458	(\$961)
E111999	General Admin Allocated	39	Activity Based Costing	\$8,407	\$4,900	\$4,130	(\$770)
E112999	General Admin Allocated	39	Activity Based Costing	\$18,073	\$10,542	\$9,072	(\$1,470)
E113999	General Admin Allocated	39	Activity Based Costing	\$17,744	\$10,346	\$8,556	(\$1,790)
E116999	General Admin Allocated	39	Activity Based Costing	\$3,864	\$2,254	\$1,844	(\$410)
E117999	GENERAL ADMIN ALLOCATED	39	Activity Based Costing	\$15,596	\$9,093	\$7,744	(\$1,349)
E122999	General Admin Allocated	39	Activity Based Costing	\$671,086	\$391,461	\$326,219	(\$65,242)
E123999	General Admin Allocated	39	Activity Based Costing	\$18,882	\$11,011	\$9,441	(\$1,570)
E126999	General Admin Allocated	39	Activity Based Costing	\$3,167	\$1,841	\$1,475	(\$366)
E131999	General Admin Allocated	39	Activity Based Costing	\$3,405	\$1,981	\$1,623	(\$358)
E132999	General Admin Allocated	39	Activity Based Costing	\$62,192	\$36,274	\$31,567	(\$4,707)
E133999	General Admin Allocated	39	Activity Based Costing	\$11,859	\$6,916	\$6,122	(\$794)
E134999	General Admin Allocated	39	Activity Based Costing	\$68,583	\$40,005	\$32,379	(\$7,626)
E136999	General Admin Allocated	39	Activity Based Costing	\$14,719	\$8,582	\$7,818	(\$764)
E137999	General Admin Allocated	39	Activity Based Costing	\$7,586	\$4,424	\$3,762	(\$662)
E138999	General Admin Allocated	39	Activity Based Costing	\$22,996	\$13,412	\$10,768	(\$2,644)
E139999	GENERAL ADMIN ALLOCATED	39	Activity Based Costing	\$24,123	\$14,070	\$12,096	(\$1,974)
E141999	General Admin Allocated	39	Activity Based Costing	\$7,251	\$4,228	\$3,540	(\$688)
E142999	General Admin Allocated	39	Activity Based Costing	\$4,578	\$2,667	\$2,286	(\$381)
E143999	General Admin Allocated	39	Activity Based Costing	\$124,072	\$72,373	\$57,898	(\$14,475)
E144999	General Admin Allocated	39	Activity Based Costing	\$26,203	\$15,281	\$14,013	(\$1,268)
			Activity Based Costing Total	\$0	(\$147)	(\$0)	\$147
E123297	LOSS ON SALE OF ASSET	45	Loss Asset Disposal	\$0	\$0	\$0	\$0
			Loss Asset Disposal Total	\$0	\$0	\$0	\$0
			Grand Total	(\$4,612,257)	(\$4,481,858)	(\$3,574,735)	\$914,606
						(\$3,574,735)	
						\$0.00	



Shire of Kulin

BUSHFIRE RISK MANAGEMENT PLAN

2024-2029

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Document Control

Document name	Shire of Kulin Bushfire Risk Management Plan 2024-2029	Current version	1.0
Document owner	CEO Shire of Kulin	Issue date	
Document location		Next review date	

Document Endorsements

The Shire of Kulin Council endorses that the Bushfire Risk Management Plan (BRM Plan) has been reviewed and assessed by the Office of Bushfire Risk Management as consistent with the standard for bushfire risk management planning in Western Australia, the Guidelines for Preparing a Bushfire Risk Management Plan. The Shire of Kulin is the owner of this document and has responsibility, as far as is reasonable, to manage the implementation of the BRM Plan and facilitate the implementation of bushfire risk management treatments by risk owners. The approval of the BRM Plan by Shire of Kulin Council satisfies their endorsement obligations under State Hazard Plan Fire.

Local Government	Representative	Signature	Date
Shire of Kulin	CEO (or Acting CEO)		
Version	Date	Author	Section
1.0	December 2023	Various Authors	Entire Plan

Publication Information

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1. Introduction

1.1. Background

Under the State Hazard Plan Fire an integrated Bushfire Risk Management (BRM) Plan is to be developed for local government areas with significant bushfire risk. This BRM Plan has been prepared for the Shire of Kulin in accordance with the requirements of the Guidelines for Preparing a Bushfire Risk Management Plan (the Guidelines) from the Office of Bushfire Risk Management (OBRM) within the Department of Fire and Emergency Services (DFES). The risk management processes used to develop this BRM Plan are aligned to the key principles of AS/NZ ISO 31000:2009 Risk management –Principles and Guidelines and those described in the National Emergency Risk Assessment Guidelines. This approach is consistent with State Emergency Management (SEM) Policy and SEM Prevention and Mitigation Procedure 1.

This BRM Plan is a strategic document that facilitates a coordinated approach towards the identification, assessment and treatment of assets exposed to bushfire risk. The Treatment Schedule sets out a broad program of coordinated multi-agency treatments to address risks identified in the BRM Plan. Government agencies and other land managers responsible for implementing treatments participate in developing the BRM Plan and Treatment Schedule to ensure treatment strategies are collaborative and efficient, regardless of land tenure.

1.2. Aim and Objectives

The aim of a BRM Plan is to effectively manage bushfire risk in order to protect people, assets and other things of local value in Shire of Kulin. The objectives of this BRM Plan are to:

- guide and coordinate a tenure blind, multi-agency BRM program over a five-year period;
- document the process used to identify, analyse and evaluate risk, determine priorities and develop a plan to systematically treat risk;
- facilitate the effective use of the financial and physical resources available for BRM activities;
- integrate BRM into the business processes of local government, landowners and other agencies;
- ensure there is integration between landowners, BRM programs and activities; and
- document processes used to monitor and review the implementation of treatment plans to ensure they are adaptable, and that risk is managed at an acceptable level.

1.3. Legislation, Policy and Standards

The following legislation, policy and standards were considered to be applicable in the development and implementation of the BRM Plan.

1.3.1 Legislation and Policy

- Aboriginal Heritage Act 1974
- Biodiversity Conservation Act 2016
- Building Act 2011
- Bush Fires Act 1954
- Conservation and Land Management Act 1984
- Country Areas Water Supply Act 1947
- Emergency Management Act 2005
- Environmental Protection Act 1986
- Environmental Protection and Biodiversity Conservation Act 1999 (EPBC)
- Fire Brigades Act 1942
- Fire and Emergency Service Act 1998
- Metropolitan Water Supply, Sewerage and Drainage Act 1909
- Bush Fires Regulations 1954
- Emergency Management Regulations 2006
- Planning and Development (Local Planning Scheme) Regulations 2015
- SEM Plan (State Emergency Management Committee (SEMC) 2022)
- SEM Policy (SEMC 2022)
- SEM Procedure (SEMC 2022)
- State Hazard Plan Fire (SEMC 2022)
- State Planning Policy 3.4: Natural Hazards and Disasters (Western Australian Planning Commission (WAPC) 2006)
- State Planning Policy 3.7: Planning in Bushfire Prone Areas (WAPC 2015, as amended)

1.3.2 Other Related Documents

- A Capability Roadmap: Enhancing Emergency Management in Australia 2016 (Australasian Fire and Emergency Services Authorities Council 2016)
- A Guide to Constructing and Maintaining Firebreaks (DFES 2018)
- AS 3959:2009 Construction of Buildings in Bushfire-Prone Areas (Standards Australia 2009)
- AS/NZ ISO 31000:2009 Risk Management – Principles and Guidelines (Standards Australia 2009)
- Australian Disaster Resilience Handbook 10: National Emergency Risk Assessment Guidelines (Australian Institute for Disaster Resilience 2015)
- Guidelines for Preparing a Bushfire Risk Management Plan 2020 (DFES 2020)
- Bushfire Risk Management Planning Handbook (DFES 2018)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission (FPC) 2006)
- Guidelines for Planning in Bushfire Prone Areas (WAPC 2017)
- Guidelines for Plantation Fire Protection (DFES 2011)
- National Disaster Risk Reduction Framework (Department of Home Affairs 2018)
- National Strategy for Disaster Resilience (Attorney-General’s Department 2011)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Department of Health 2007)
- Western Australian Emergency Risk Management Guide (SEMC 2015)

1.3.3 Shire of Kulin References

- Shire of Kulin Strategic Community Plan 2021 – 2025
- Shire of Kulin Corporate Business Plan 2021 – 2025
- Shire of Kulin 2022/2023 Annual Report
- Kulin Bushfire Brigade Contacts 2022/2023

2. The Risk Management Process

The risk management processes used to identify and address risk in this BRM Plan are aligned with the international standard for risk management, *AS/NZ ISO 31000:2009 Risk Management – Principles and Guidelines*. This process is outlined in Figure 1.

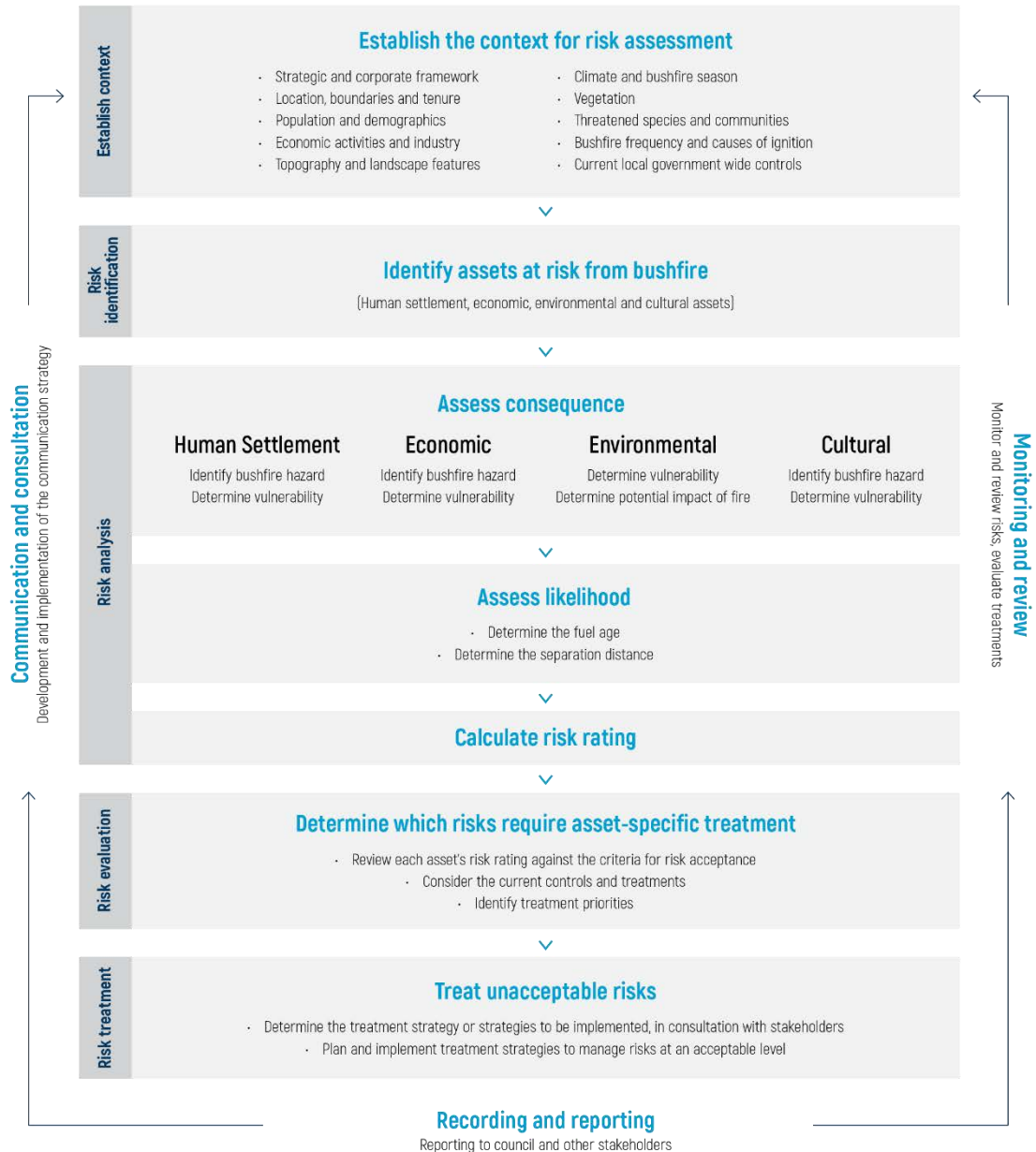


Figure 1: An overview of the risk management process¹

¹ Adapted from: AS 3959:2009, with permission from SAI Global under licence number 1510-c081.

2.1. Roles and Responsibilities

The roles and responsibilities of the key stakeholders involved in the development of the BRM Plan are outlined in Table 1.

Table 1: Roles and Responsibilities

Stakeholder Name*	Roles and Responsibilities
Local Government	<ul style="list-style-type: none">• Custodian of the Bushfire Risk Management Plan (BRM Plan)• Coordinate the development and ongoing review of the integrated BRM Plan.• Negotiate a commitment from landowners to treat risks identified in the BRM Plan.• Undertake treatments on lands owned or managed by them.• Submit draft BRM Plan to DFES's Office of Bushfire Risk Management (OBRM) for review and endorsement.• Submission of the OBRM endorsed BRM Plan to council for their approval and adoption.
Department of Fire and Emergency Services	<ul style="list-style-type: none">• Participate in and contribute to the development and implementation of BRM Plans.• Support to local government through expert knowledge and advice in relation to the identification, prevention and treatment of bushfire risk.• Facilitate local government engagement with state and federal government agencies in the local planning process.• Undertake treatments on Unmanaged Reserves and Unallocated Crown Land within gazetted town site boundaries.• In accordance with Memorandums of Understanding and other agreements, implement treatment strategies for other landowners.• Review BRM Plans for consistency with the Guidelines prior to final approval by council.• Administer and coordinate the Mitigation Activity Fund Grants Program.
Department of Biodiversity, Conservation and Attractions	<ul style="list-style-type: none">• Participate in and contribute to the development and implementation of BRM Plans.• Provide advice for the identification of environmental assets that are vulnerable to fire and planning appropriate treatment strategies for their protection.• Undertake treatments on department managed land, and Unmanaged Reserves and Unallocated Crown Land outside gazetted town site boundaries and land in which they have an agreement for.
Forest Products Commission	<ul style="list-style-type: none">• Participate in and contribute to the development and implementation of BRM Plans.• Provide information about their assets and current risk treatment programs.• Undertake treatments on lands owned or managed by them.
Department of Planning, Lands and Heritage	<ul style="list-style-type: none">• Provide advice for the identification of their assets and infrastructure, specifically Aboriginal and European heritage.

Stakeholder Name*	Roles and Responsibilities
Other State and Federal Government Agencies and Public Utilities	<ul style="list-style-type: none"> • Provide information about their assets and current risk treatment programs. • Participate in and contribute to the development and implementation of BRM Plans. • Undertake treatments on lands they manage.
Corporations and Private Landowners	<ul style="list-style-type: none"> • Provide information about their assets and current risk treatment programs.

2.2. Communication and Consultation

Communication and consultation throughout the risk management process is fundamental to the development, implementation and review of the BRM Plan. To ensure appropriate and effective communication occurred with relevant stakeholders at each stage of the BRM planning process, a *Communication Strategy* was prepared (Appendix A).

3. Establishing the Context

3.1. Description of the Local Government and Community Context

3.1.1 Strategic and Corporate Framework

The Shire of Kulin Community Strategic Plan 2021– 2025 outlines The Shire’s commitment to themes of corporate, infrastructure, community, regulation and recreation and culture. These themes match how The Shire currently functions and is more in line with its day-to-day business. The Shire’s key strategic goals and their relevance to this plan are outlined in Table 2.

Table 2: Key Strategic Priorities

Outcome from Strategic plan	BRM Plan links
<p>Corporate</p> <ul style="list-style-type: none"> - Governance - Finance - Communications and Customer Service - Information Technology - Human Resources 	<p>The BRM will provide guidance for fire mitigation allowing for good strategic decision making, governance and leadership.</p> <p>The Shire is committed to advocating and lobbying for improved communications, which will improve communication for bushfire response as well as improving communications for businesses and other day to day activities. Provision of training is also a key component to the strategic plan.</p>
<p>Infrastructure</p> <ul style="list-style-type: none"> - Transport - Water - Waste - Housing - Environment 	<p>Road network improvements and management ensure good access for fire fighters accessing bushfires quickly and safely. This plan will ensure priorities are set relating to infrastructure for bushfire mitigation and response and risk management. Mitigation is important in achieving accessibility on roads by reducing impacts and lengthy closures.</p> <p>Kulin is an environmentally aware community that endeavours to protect and value the natural environment. Good fire mitigation activities and bushfire control ensures that the natural environment is conserved and the values within these areas are maintained for future enjoyment. This plan helps to set out particular environmental assets in need of protection as well as helps to build relationships</p>
<p>Community</p> <ul style="list-style-type: none"> - Community Development - Economic Development - Tourism - Education - Health 	<p>Kulin is a strong and supportive community which is proactive, inclusive, resilient and welcoming. It has a diverse and growing economy that offers a diverse range of job opportunities to actively support, develop and attract locals as well as new businesses and new services to Kulin. This in turn assists with having volunteers for the brigades and other volunteer organisations which in turn assists with good fire management as well as people be available to help and assist their fellow community members.</p>
<p>Regulatory</p> <ul style="list-style-type: none"> - Planning - Building - Public Health - Ranger Services - Emergency Services 	<p>Kulin is highly committed to emergency services and has a community wide emergency management and recovery plan and encourages community participation in emergency service organisations. The BRM will support and enhance current practices and policies within the Shire and provide some additional focus for the Shire to work with community in relation to fire mitigations measures, regardless of tenure.</p>
<p>Recreation and Culture</p> <ul style="list-style-type: none"> - Recreation Facilities - Aquatic Centre - Community Facilities - Public Open Space - Arts and Culture 	<p>Kulin offers a variety of sporting and recreations which helps to build cohesion and community structure. All of which is important to bringing the community together. The BRMP aims to be a tenure blind document which if everyone in the community is working together for a common goal, then actioning this plan will only become easier when the community works and plays well together.</p>

Bushfire risk mitigation in the Shire

Bushfire mitigation and management is a key focus for the Shire of Kulin, with emergency management forming part of the Shire of Kulin's SCP 25 (Shire of Kulin Strategic Community Priorities). The community were highly involved in the development of the Shire's strategic priorities with the Shire of Kulin Corporate Business Plan further highlighting a need for improvement in communication in the way of mobile phone towers and internet coverage as well as accessibility to water resources for firefighting activities. Training was also a key initiative required.

All of the townsite areas in the Shire are well equipped with alternate access points with all towns having access to the north, south, east and west.

The Shire's Local Emergency Management Committee (LEMC) and Bushfire Advisory Committee (BFAC) are identified as key stakeholders in the development, implementation, and review of the BRM Plan. Their input and advice are critical to the bushfire risk management process and will provide an important forum for consultation, joint-agency partnerships and the resolution of local issues affecting bushfire risk management. Table 3 outlines where the BRM Plan will assist in improving the community's awareness of bushfire risk and treatment activities planned in their area. Identification of treatment priorities will inform the Shire's forward planning and budgeting for treatment activities within the BRM Plan area.

The following challenges have been identified for the Shire, from matters raised through corporate governance processes such as Council, LEMC, Bushfire Advisory Committee, and local knowledge all of which have the potential to impact the objectives of this BRM Plan, consequently special consideration should be given to these matters during the life of this plan. These include:

- Changes to agricultural practices.
- Aging population.
- Attraction and retention of residents impacting succession planning within the emergency services volunteer brigades.
- Vulnerable groups, such as the elderly, itinerant workers and recreational visitors.
- Telecommunications network and phone coverage limitations.
- Management of unallocated crown land (UCL) and unmanaged reserves (UMR) both within and outside town boundaries.
- Vegetation in and around telecommunications and public utility infrastructure such as communications towers, water pipeline, pumping stations and the railway.

Table 3: Shire of Kulin roles and responsibilities

Function	Roles
Shire Leadership Team	<ul style="list-style-type: none">• <i>Oversight of the implementation, monitoring and review of the BRMP</i>• <i>Sourcing and approving funding and expenditure</i>• <i>Monitoring the implementation of agreed treatments</i>• <i>Liaison with key stakeholders</i>• <i>Participation on LEMC</i>• <i>Management of the release of BRM Plan and BRMS data</i>

Person/s Tasked with Emergency Management within the Shire Administration Team	<ul style="list-style-type: none"> • In consultation, planning annual schedule of works • Build knowledge and understanding of fire management practices within the community • Participation on Bushfire Advisory Committee (BFAC) • Support bushfire meetings and committees
Chief Bushfire Control Officer (CBFCO)	<ul style="list-style-type: none"> • Oversee burning programs and support from local brigades. • Contributing to treatment planning. • Negotiating with stakeholders. • Fire breaks inspection and enforcement.
Works Department	<ul style="list-style-type: none"> • Contributing to treatment planning. Undertake planned works.
Town Planning	<ul style="list-style-type: none"> • Ensure adherence to building codes and planning scheme. • Bushfire prone mapping.
Finance	<ul style="list-style-type: none"> • Accessing and managing grants and funding.

3.1.2 Location, Boundaries and Tenure

The Shire of Kulin is in the wheatbelt of Western Australia, with the town of Kulin located approximately 280km east-southeast of Perth, 320km north-northeast of Albany and (Figure 2). The Shire covers an area of approximately 4718.9 km² (Census, 2020) and is predominantly made up of agricultural lands producing sheep, wheat, barley, canola and other grains and legumes. The Shire is bordered by the Shires of Lake Grace, Kondinin, Wickepin, Dumbleyung and Corrigin. The principal centre of the Shire is the town of Kulin (Figure 2 and Figure 3). The major road networks within the Shire are the Kulin – Lake Grace Road, Kulin – Holt Rock Road, Williams - Kondinin Road, Lake Grace – Karlgarin Road and the Corrigin – Kulin Road. All of these roads are bitumen and fairly well maintained and provide very good access around the Shire. The other roads are predominantly gravel.

The Shire is made up of a range of land tenures and land uses, however, is predominantly broadacre farming. As shown in Table 4, 90.3% of land tenure within the Shire is privately owned, with much of this land being agricultural land. Private land holdings historically were mostly owned by local families, however over the years smaller farms have been sold and purchased by larger corporations or single owners, resulting in large areas with singular ownership. This has resulted in fewer landowners now owning larger parcels of land. Some of the challenges related to this include:

- If one landowner does not comply with the Shire’s local laws this can increase the risk to other landowners as larger areas of land is not compliant. This has a flow on impact to adjoining properties.
 - o Given the large areas of farm land in the Shire, even with the provisions of Section 33 Bush Fires Act 1954 in relation to sub sections 2-5, it can be difficult for the Shire to keep up with and ensure all areas are compliant and undertake the necessary works prior to fire season when owners are not compliant, this is due to time and resource constraints.
- Fire impacting one farm can have substantial economic and social implications for the broader Shire and community.

- Firebreaks and other mitigation are often seen to impact on available area for farming activities and result in additional costs. However, consultation may be simplified with fewer stakeholders to be engaged.

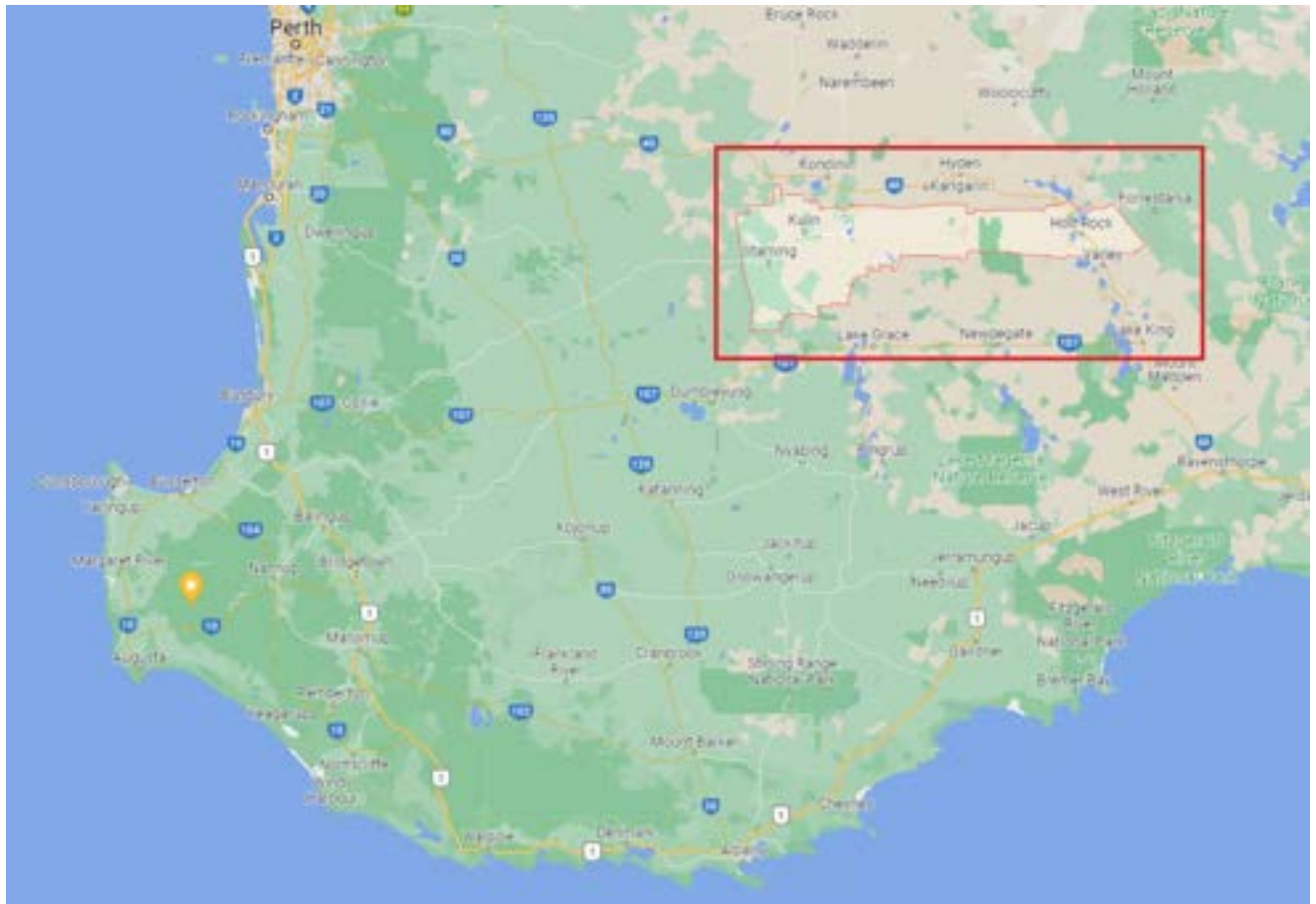


Figure 2: The location of the Shire of Kulin (Map Data Google, 2022).

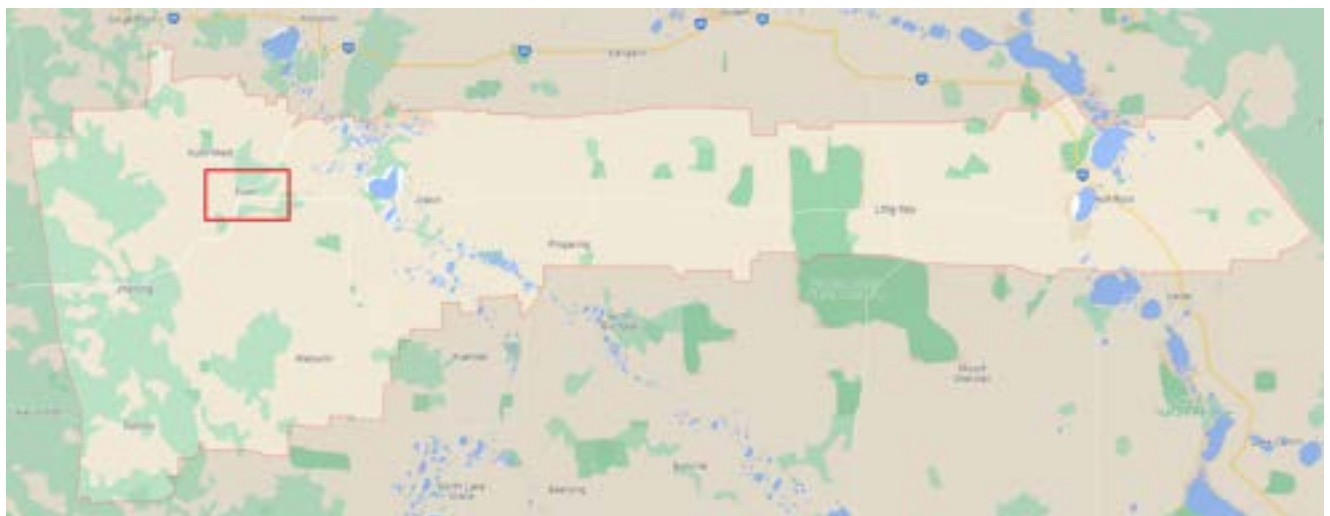


Figure 3: The principal centre of the Shire of Kulin - Kulin (Map Data Google, 2022).

The next major land manager in the Shire is Department of Biodiversity, Conservation and Attractions (DBCA) with 7.1% of the total Shire area (Table 4). Most of this land is made up of the Dragon Rocks Nature Reserve. Other DBCA-managed-land is typically made up of smaller nature reserves or other lands vested in the department for conservation and includes Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR).

Other UCL and UMR lands constitutes only 0.2% of the total land tenure within the Shire (Table 4). UCL/UMR located within the townsites are managed for fire mitigation by DFES, with UCL/UMR located outside of the townsites managed by DBCA. These management arrangements result from a memorandum of understanding (MOU) with the Department of Planning, Lands and Heritage.

Effective management of UCL/UMR within the Shire of Kulin is necessary as it typically forms the rural-urban interface (RUI) of townsites. The vegetation on UCL/UMR can be a driver of bushfire risk in the Shire which has led to a strong relationship between the Shire, DFES and DBCA who work together to manage the bushfire risk posed by UCL/UMR.

The Shire of Kulin is only responsible for 72.23km² which is 1.6% of the total land area (Table 4). This means the Shire should aim to maintain good relationships with other organisations and private property owners to ensure that bushfire risk mitigation is undertaken on lands that the Shire does not manage.

Table 4: Overview of Land Tenure and Management within the Shire of Kulin

Land Manager/Agency	Total Area – Km ²	Percent of Local Government Area
Local Government	72.23	1.6%
Private	4195.48	90.3%
Department of Biodiversity, Conservation and Attractions	330.9	7.1%
Other Govt/Utilities*	38.19	0.8%
Remaining UCL/UMR (not allocated to DBCA total)	8.87	0.2%

*Water Corp/Department of Water Reserves makes up to 0.5 of the 0.8%

3.1.3 Population and Demographics

According to the Australian Bureau of Statistics 2021 Census the total population of the Shire is 771 (Table 5) (51.6% male and 48.4% female), up from 765 in the 2016 census. The principal centre of the Shire is the townsite of Kulin where approximately 45% of the residents live.

The 2021 statistics (Table 5) show 56.9% of the population are aged between 15 – 64-years-old, which is the key age group for recruitment and retention of emergency services volunteers. Children aged 0-19 years made up 23.2% of the population and people aged 65 years and over made up 16.1% of the population. Approximately 40% of the Shire’s population is in the ‘vulnerable’ age group, which includes children under the age of 18 and adults over the age of 65. However, this does not include people with cognitive and physical impairments or people with existing heart and lung conditions and therefore may be a slight increase on the vulnerable population statistics.

Children under the age of 18 are considered vulnerable as they are dependent on adults for advice, understanding and instructions, this may be difficult if adults are not at home during an emergency event or they suffer adverse health impacts during a planned burn, as burning off, creates smoke and can lead to asthma attacks and other respiratory difficulties. Additional consideration for the over 65-year age group is essential to ensure that their health needs, such as respiratory and mobility issues are considered, selecting the mitigation works to reduce fuel loads, around residential areas. The Shire will work to ensure that the community health care agencies and other community groups are engaged to ensure the vulnerable population is identified and catered for during mitigation and emergency events. This should form an important part of the community engagement activities.

The low population numbers overall mean that there is a limited availability of bushfire brigade volunteers, with pressure further increased when considering the broad competing priorities associated with smaller rural communities. Additionally, with many of the residence living in the Kulin location, this further spatially spreads those undertaking firefighting activities. This is a key consideration for the Shire when planning for bushfire response. Many of the brigade members are in their older age, with minimum numbers of volunteers coming in to relieve the older generation.

As economies and populations expand, pressure on the local workforce mounts. Many local governments now look to high-skilled migrants to work in growing sectors of the economy or ones where there is a shortage in local talent, such as healthcare, education and farming. Although there is no future plan in place to attract more migrants, Kulin encourages any interested people to join their community.

Table 5: Population data for the Shire of Kulin from the 2021 Census data

People	Kulin		Western Australia		Australia	
<i>All people</i>		%		%		%
Male	398	51.6	1,322,855	49.7	12,545,154	49.3
Female	373	48.4	1,337,171	50.3	12,877,635	50.7

Age	Kulin		Western Australia		Australia	
<i>All people</i>		%		%		%
Median age	44	N/A	38	N/A	38	N/A
0-4 years	44	5.7	161,753	6.1	1,463,817	5.8
5-9 years	59	7.7	172,654	6.5	1,586,138	6.2
10-14 years	55	7.2	171,377	6.4	1,588,051	6.2
15-19 years	20	2.6	153,263	5.8	1,457,812	5.7
20-24 years	22	2.9	158,817	6.0	1,579,539	6.2
25-29 years	43	5.6	176,045	6.6	1,771,676	7.0
30-34 years	38	5.0	196,312	7.4	1,853,085	7.3
35-39 years	51	6.6	200,904	7.6	1,838,822	7.2
40-44 years	54	7.0	178,589	6.7	1,648,843	6.5
45-49 years	61	8.0	174,632	6.6	1,635,963	6.4
50-54 years	52	6.8	173,622	6.5	1,610,944	6.3
55-59 years	62	8.1	162,778	6.1	1,541,911	6.1
60-64 years	53	6.9	150,667	5.7	1,468,097	5.8
65-69 years	53	6.9	132,186	5.0	1,298,460	5.1
70-74 years	46	6.0	115,196	4.3	1,160,768	4.6
75-79 years	26	3.4	78,012	2.9	821,920	3.2
80-84 years	17	2.2	53,115	2.0	554,598	2.2
85 years and over	11	1.4	50,106	1.9	542,342	2.1

Additionally, nationally we have seen a general decline in rates of volunteering from 36.2% of people over the age of 18 volunteering in 2010, down to 28.8% in 2019. Additionally, volunteer hours declined 20% from 2014 to 2019, nationally (Volunteering Australia, 2021). In the Shire itself, census data from 2021 showed a total of 251 people (approximately 32.5% of the population) said that they volunteered in the year leading up to the census (Table 6) with 281 (36.7% of the population at the time) which correlates with the general declining trend seen nationally. In past fire events there has been a strong turnout of spontaneous volunteers, with many residents stepping forward to support their community. While this is always welcome, spontaneous volunteers are a challenge to manage as they do not have any training in relation to fire management. There may be an opportunity to engage with this sector of the community to potentially:

- increase the registration of volunteers or farmer response units prior to an event including the use of the Vehicle Identifier sticker issued annually (listed in Appendix B),
- engage the community through the delivery of training, social pre-season catch ups or education programs (recommended action in Appendix B),
- identify volunteer organisations that spontaneous volunteers could be referred to during an emergency to better use their skills and prevent any issues around lack of training and knowledge in specific firefighting activities.
- Investigate partnerships with other volunteer organisations such as Volunteering WA regarding spontaneous volunteers.

Kulin District Highschool services the majority of the Shire, catering for both primary and senior school children however some students, further east, go to either Lake King or Hyden. With schooling and other recreational activities existing in only one part of the Shire with students travelling quite a distance to get to school, there is the risk that students and families may be impacted in a bushfire situation if roads are impacted, or people are away from home when the fire occurs. Awareness of current situations by community and public notification to the community is important to reduce these impacts. Community education through current DFES documentation and programs such as Bushfire ready groups and the new Australian Fire Danger Rating System may help communities to help themselves and be more educated about the impacts of fire and how they can become more resilient and prepared.

Table 6: 2021 and 2016 Census General Community Profile data for Volunteering in the Shire of Kulin

AUSTRALIAN BUREAU OF STATISTICS 2021 Census of Population and Housing		Volunteer	Not a volunteer	Voluntary work not stated	Total
PERSONS					
15-19 years		14	9	3	20
20-24 years		8	12	5	22
25-34 years		31	34	11	78
35-44 years		66	24	17	107
45-54 years		50	51	12	117
55-64 years		41	62	8	114
65-74 years		35	48	12	94
75-84 years		15	24	3	43
85 years and over		0	8	4	11
Total		251	283	77	605

AUSTRALIAN BUREAU OF STATISTICS 2016 Census of Population and Housing		Volunteer	Not a volunteer	Voluntary work not stated	Total
PERSONS					
15-19 years		6	8	4	18
20-24 years		14	19	3	32
25-34 years		37	32	5	82
35-44 years		70	34	7	109
45-54 years		63	55	13	127
55-64 years		41	52	3	102
65-74 years		29	41	6	80
75-84 years		11	25	6	42
85 years and over		7	6	4	20
Total		281	275	50	616

This table is based on place of usual residence.

Please note that there are small random adjustments made to all cell values to protect the confidentiality of data. These adjustments may cause the sum of rows or columns to differ by small amounts from table totals.

Another issue in remote areas like this is phone coverage and access to the internet which can be a huge issue with getting information to residents in a timely manner and allowing residents to be aware of fire events that may be occurring.

Figure 4 shows the coverage for Telstra (5G, 4G and 3G) over the Shire. There is considerable uncovered area. Additionally, the Census data for 2016 (Table 7) shows that approximately 74% of people access their internet from home however many of the residents would likely be undertaking work outside of the home most days in agricultural areas where service is limited. The Shire is committed to improving communications coverage which is important for firefighting activities, notifying residents of a fire and other community information.

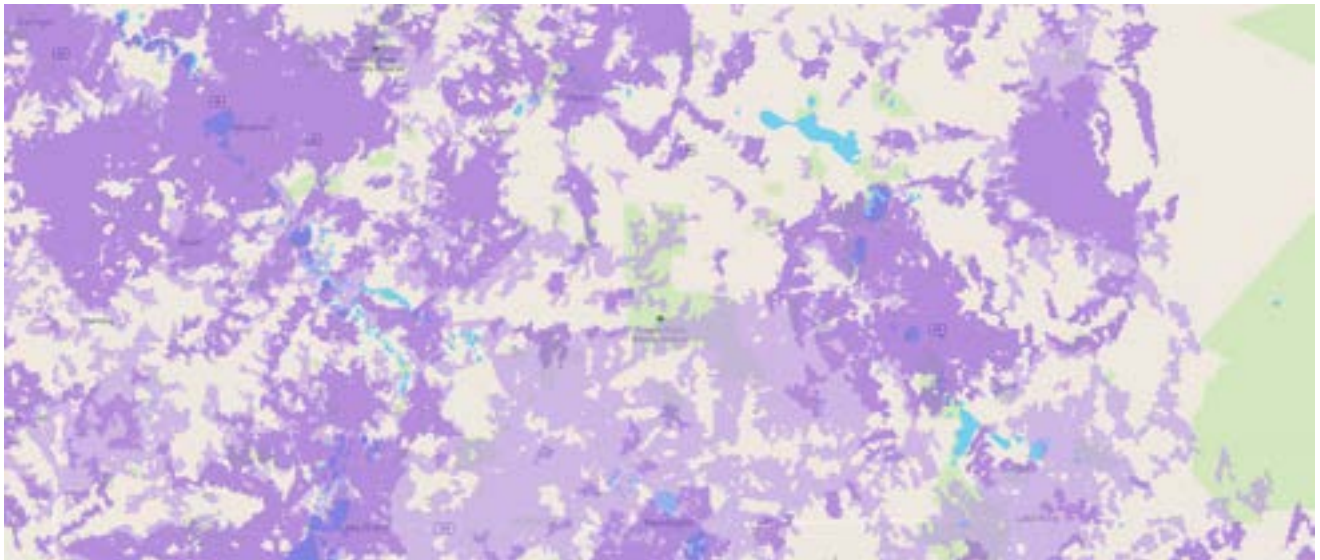


Figure 4: Telstra phone coverage (5G, 4G and 3G) (www.whistleout.com.au, 2022).

Table 7: 2016 Census Data for Access of Internet at Home

<u>Dwelling internet connection</u>	Kulin (S)	%
Internet not accessed from dwelling	73	24.3
Internet accessed from dwelling	221	73.7
Not stated	6	2.0

Being a farming community and with fires being common on farms, much of the population has some understanding of fire and its impacts and many are already registered as volunteers and regularly attend small fires on farms and undertake prescribed burns on their properties. However, like many locations where big fire events are rare, there is some complacency around fire and mitigation measures to manage those big fire events.

3.1.4 Economic Activities and Industry

The Shire of Kulin is predominantly a farming community that produces grains and livestock with over 50% of people employed in the agricultural industry (Table 8). A reliance on a dominant sector of the economy means that the Shire is very vulnerable to any impacts on that one economic sector, for example climate change or drought, or large-scale fire.

The agricultural industry is known to be impacted by fire events through both physical loss of crops and livestock but also post fire impacts such as soil erosion, loss of fences or impacts on equipment, which is a significant consideration for the Shire’s fire management planning. Water bomber aircraft have been forward based in Narrogin during 2021/2022 and 2022/2023 fire seasons for the high harvest period to assist in the event of a fire, to help protect crops. This resource is highly useful in attacking fires before they affect large areas of crop land and can be dispatched to any area throughout the wheatbelt, based on priority and other fire events occurring at that time.

Table 8: 2021 census data for Industry of Employment

AUSTRALIAN BUREAU OF STATISTICS 2021 Census of Population and Housing			
Kulin (LGA54760) 4718.9 sq Kms		List of tables	
		Find out more:	
		Industry of employment	
W09 INDUSTRY OF EMPLOYMENT		Sex	
Count of employed persons aged 15 years and over			
Industry	Persons	Industry	Persons
Agriculture, Forestry and Fishing	231	Health Care and Social Assistance	3
Education and Training	36	Mining	3
Public Administration and Safety	29	Professional, Scientific and Technical Services	3
Construction	17	Financial and Insurance Services	3
Wholesale Trade	14	Rental, Hiring and Real Estate Services	0
Transport, Postal and Warehousing	12	Arts and Recreation Services	0
Accommodation and Food Services	12	Administrative and Support Services	0
Retail Trade	10	Information Media and Telecommunications	0
Other Services	9		
Manufacturing	4	Industry of Employment not stated	7
Electricity, Gas, Water and Waste Services	4	Inadequately described	3

Another major challenge for the Shire is access around and crossing the rail network and above ground water pipelines during fire events. The railway line is currently not operational; however, infrastructure is still present from Harrismith through Dudinin, Jitarning and Kulin to Kondinin and then another line in the east from Lake Grace through Pingaring to Karlgarin, which can impede access for firefighting vehicles. While the line is currently not in use, ARC Infrastructure is still responsible for management, and future use of the track is possible, therefore engagement with ARC Infrastructure is required to reduce potential fire damage and fuel loads. The water pipe is predominantly underground in the Shire however there are sections of pipe above ground which require navigating in the event of a fire.

With the big water slide, the Kulin Bush Races and the Tin Horse Highway all in Kulin and with Kulin being enroute from Perth to Wave Rock, tourism is quite active in the area with tourism coming from all over the state and country. While tourist numbers would be quite low compared to other areas of the state, tourists and transient populations can be vulnerable to bushfire risk. The Shire’s tourism

period is likely to occur during the cooler months with summer in the Shire being very hot and dry, however with Albany and the Southcoast being a popular summer tourist location, there may be some transient traffic during the summer. It's also not far from Perth so can often attract tourists undertaking short trips throughout the southwest.

The Shire has itinerant workers who are employed in the agricultural industry during the peak seeding, harvesting and shearing seasons which typically fall between July and April (much of the year there is some component of agricultural work being undertaken). Some of the challenges associated with recreational visitors and itinerant workers include:

- They are often not connected to local networks or do not monitor local social media,
- They may not understand the risk associated with bushfires which may result in actions such as lighting campfires in restricted periods or not managing campfires appropriately,
- Not being familiar with road networks or have independent transport,
- May not have strong understanding of English and struggle to access warning information.

This provides unique challenges for community education who often have limited information about local conditions and general bushfire awareness. Information should be more widely available for employers of itinerant workers to ensure that their staff are educated on the risks and are aware of the employers Bushfire Ready Plan or have similar plans in place. Targeted community education focused on these groups would be useful within the Shire. The Shire could aim to be more proactive in sharing emergency prevention, preparation, response, and recovery related information, potentially via the Shire's website and social media platforms but may need to look beyond this to specifically engage the employers of itinerant workers and tourist providers.

3.2. Description of the Environment and Bushfire Context

3.2.1 Topography and Landscape Features

The agricultural areas of Western Australia are very diverse, with a wide range of soils, and landscape features. In the Shire of Kulin, the area is moderately flat with some areas of undulating valleys and drainage lines with the odd rocky outcrops. The maximum elevation is approximately 458m (1503 ft) with a minimum of approximately 260m (853 ft) (Figure 5). The main landscape feature within the Shire is the lake systems that runs NW to SE from Kondinin towards Newdegate, just east of Kulin. The lakes can cause fire management issues due to being impassable by vehicle and may reduce response time, unless formed or sealed roads are developed which is unlikely. These lakes include important wetlands and often can consist of unstable substrates, these factors can make it hard to establish durable firebreaks and other treatments. These systems are however relatively fire resistant, resulting in potential areas of fall back for fires or areas where the fire may slow down and allow management actions on the other side of the lakes to fight the fire therefore do not overly increase fire risk. Other topographic features in the Shire are rocky outcrops which can impede fire mitigation and management. While these features can cause issues with firefighting due to limiting access for firefighters, they do often stop or slow fires as the vegetation on these outcrops can be quite sparse therefore creating a low fuel area, this is important to understand when planning fire mitigation and fire access tracks. It also highlights the need to ensure good strategic fire breaks are created ahead of time, which can be used to contain fires in this more difficult terrain. The Shire will work with other land managers to highlight the importance of this, through the annual fire break notices on private land. Environmental impacts such as loss of remnant vegetation, erosion and

threatened species impacts can also be best managed by strategic fire access tracks which are planned and approved prior to an emergency event. This should include fire access tracks that provide safe, effective, and quicker access and therefore improve the ability to control a fire whilst small.

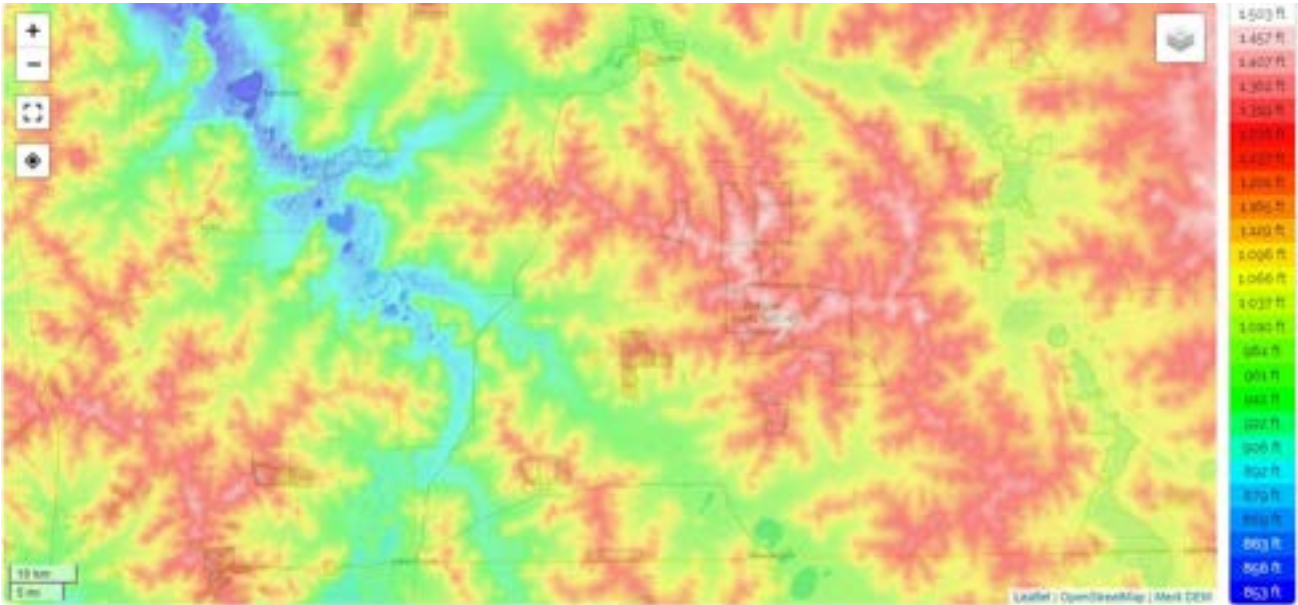


Figure 5: Representation Map of the Topography in the Shire of Kulin. (Topographic-Map.com, 2022)

3.2.2 Climate and Bushfire Season

The Shire is covered by the Roe Fire Weather District. Current Fire Danger Rating data for the Shire for 2015 to 2022 shows that only a small percentage (2.06%) of the days in a year (7.5 average days per year) were covered by Severe, Extreme or Catastrophic Fire Danger days (Table 9) with 7.53% (27.5 average days) being Very High. 52.74% of the year (on average 192.5 days) the ratings were Low. The ratings have since changed as of 1 September 2022 with ratings being; No Rating, Moderate, High, Extreme and Catastrophic (Figure 6).

Table 9: Average number of Fire Danger Ratings per year from 2015 to 2022 for the Roe Fire Weather District.

	Low	High	Very High	Severe	Extreme	Catastrophic
Average No. of Days	192.5	137.5	27.5	6.3	0.8	0.4
Percentage	52.74%	37.67%	7.53%	1.73%	0.22%	0.11%

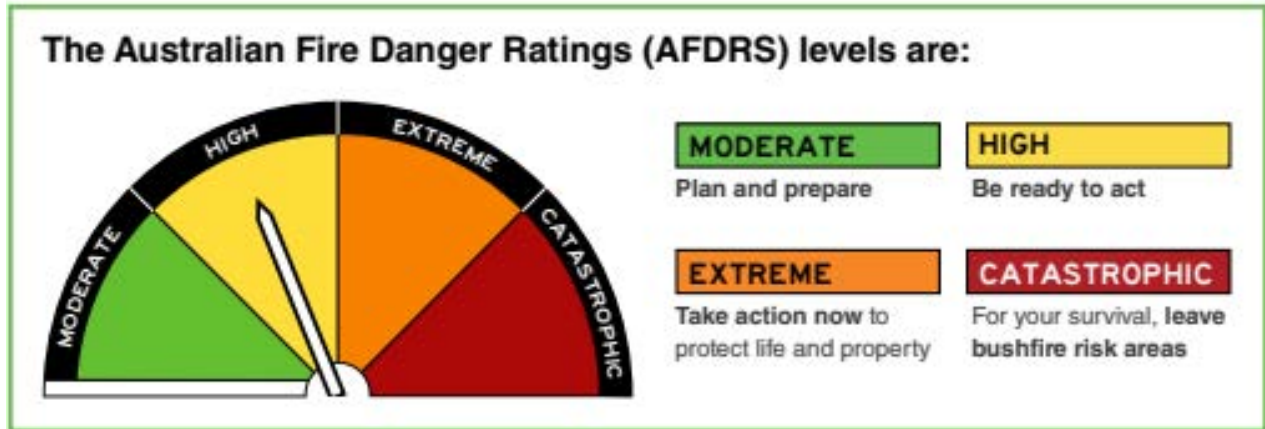


Figure 6: Australian Fire Danger Ratings and messaging. In effect as of 1 September 2022 (AFAC, 2022). (AFAC, 2022)

There are no local Bureau of Meteorology (BOM) weather sites in the Shire, with the closest BOM site to Kulin being over 45kms away in Corrigin. DPIRD sites are available and provide sufficient data for this process. Local DPIRD sites are Wickepin East on the Shire boundary, Kulin SE of Kulin, Pingaring and Holt Rock. For analysis for the BRMP, the Kulin and Holt Rock sites have been selected for a spread of data on the west and eastern ends of the Shire. Monthly data is from 2014 for Kulin and 2008 for Holt Rock, with daily data only being available from December 2019 for both sites, therefore determining long term trends is not possible from these sites. However, rainfall and max temperature trends do not appear to show any real changes in the years since the sites began recording data.

The Shire is described as having a Mediterranean climate with cool, wet winters and hot dry summers. The Shire experiences its hottest temperatures in the summer months of November through to February, however, it is not uncommon for these temperatures to carry over to early March (Figure 7). Average max temperatures from November through to March are well over 35°C. The winter months can be quite cold and frosty with minimum temperatures below 0°C being recorded in Kulin from June through to September and Holt Rock from June through to October. Annual average rainfall for Kulin is 325mm and Holt Rock 341mm (Figure 8). The wettest months are May through August however there is only a slight increase in these months, with rainfall typically occurring all year round, with at least averages of 10-20mm being seen even over December and January (Figure 9). Summer rain events are often associated with lightning which can be an ignition source for bushfires.

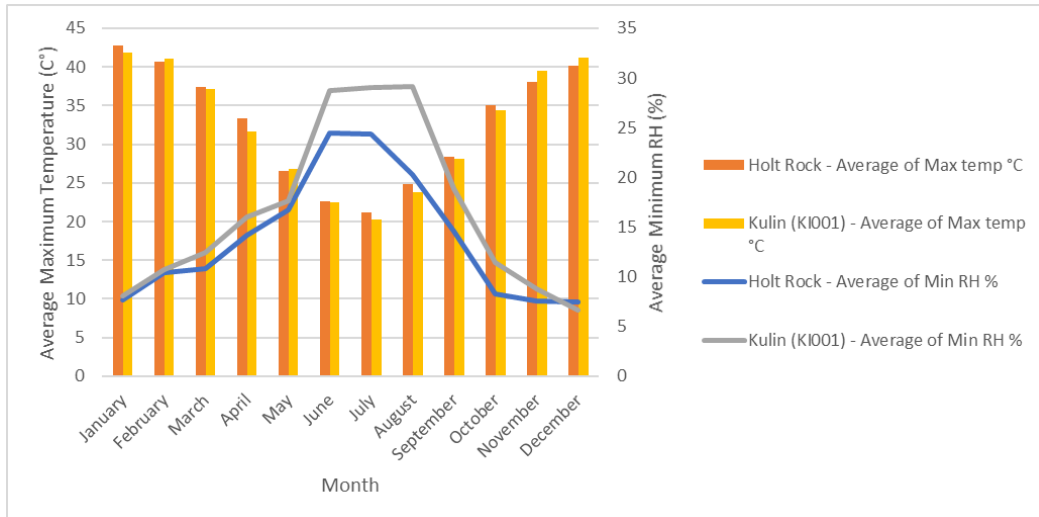


Figure 7: Average max monthly temperature and average min monthly relative humidity for Kulin and Holt Rock DPIRD sites. Kulin monthly data from Nov 2014 to Sept 2022. Holt Rock monthly data from Dec 2008 to Sept 2022 (DPIRD,2022).

Weather is the primary influencer on fire activity¹ and therefore, needs to be considered when planning mitigation and response activities, as weather itself cannot be mitigated against. Bushfire threat is typically associated with very hot (above average temperatures), dry (less than 20% humidity) and windy (above 12 – 15 Km per hour) conditions. Low humidity and high temperatures with winds above this threshold are recorded often in the Shire through the summer months, with winds being higher through summer than winter (Figure 7 and Figure 10) meaning that should fires occur, they are likely to be in adverse conditions.



Figure 8: Total yearly rainfall for Kulin and Holt Rock DPIRD sites. The overall yearly average rainfall for Kulin is 296.7mm and Holt Rock 319.2mm. (DPIRD,2022). **Note: Kulin data is only from November 2014 onwards**

¹ Source: The Burning Issue: Climate Change and the Australian Bushfire Threat



Figure 9: Average monthly rainfall for Kulin and Holt Rock DPIRD sites. Kulin monthly data from November 2014 to September 2022. Holt Rock monthly data from December 2008 to September 2022 (DPIRD,2022).

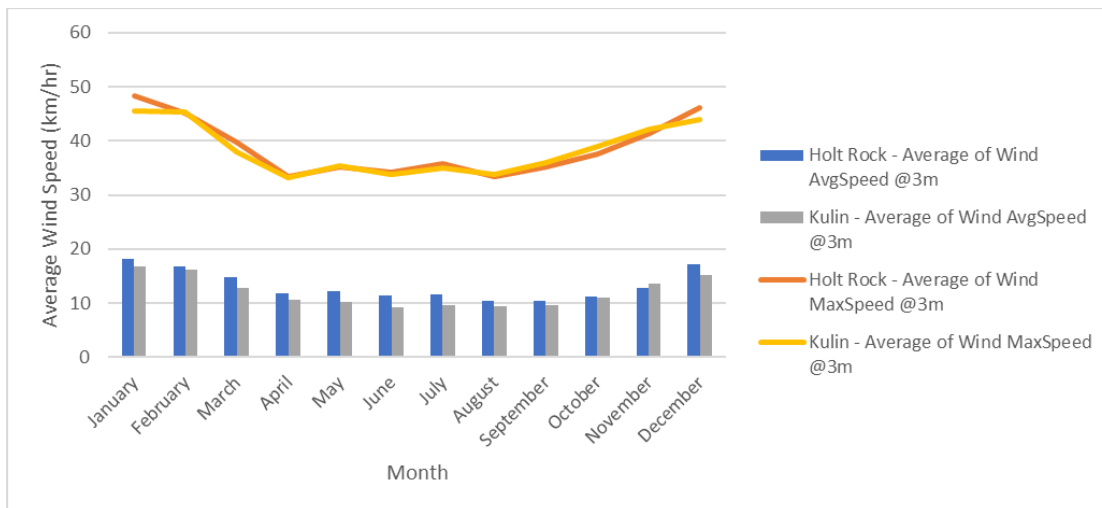


Figure 10: Average maximum monthly wind speed and average monthly windspeed for Kulin and Holt Rock DPIRD sites. Kulin daily data from 13 December 2019 to September 2022. Holt Rock daily data from 23 December 2019 to September 2022 (DPIRD,2022).

3.2.3 Vegetation

Native vegetation in the Shire has a history of being highly cleared for agricultural use, resulting in remaining vegetation being highly fragmented. Remaining vegetation exists primarily in conservation estates or other state managed areas such as Department of Water land and offsets and UCL. Other native vegetation is primarily along roadsides and small pockets of vegetation on private properties. Native vegetation is beneficial to the agricultural sector for providing habitat for flora and fauna, and retaining the productivity of land for agricultural purposes e.g. deep rooted trees and vegetation keep groundwater lower, reducing salinity and provides barriers for wind erosion.

Remnant vegetation in the Shire is only about 16.1% of the original native vegetation (Figure 11) making the predominant vegetation type grasslands/crops. Grassland fires are predominantly impacted by wind and grass curing, with other parameters such as temperature and relative humidity also playing a large part. Grass fires are well known to be fast moving (usually with rates of spread measured in kilometres per hour compared to forest fires which usually do not reach more than a

few hundred metres per hour). However, once winds drop or relative humidity increases (often in the evening) these fires can slow dramatically. Grass fires are often very hot however have a short residence time, meaning fire fighters can get into the fire ground much faster once the head fire flame front has passed. Short residence time also usually means fuels are burnt out quickly and reduces mop-up requirements and personnel to be onsite at the fire for long periods of time post-fire. Grass fires do not tend to spot long distances and tend to travel over gaps in fuels as a result of long flame lengths which bridge these gaps. Crops within the Shire include canola, oats, barley, wheat, lupins and pasture grasses therefore may have a range of fuel loads whether they have been harvested or not. Additionally, even the stubble aspects of each crop may result in slightly different fire behaviour with canola stubble typically being more woody and less dense, making fire travelling through canola stubble slightly slower initially, however once the fire is established, it does burn hotter than other crops. Oats for example are more densely packed and easier to ignite therefore may ignite more readily and travel faster.

Mitigation measures ideal for reducing the spread of grassland/crop fires include mowing/slashing to reduce height of the fuels which will reduce potential flame length and fire intensity and installing wide mineral earth breaks (minimum 4m) which provide a break in fuels. Many of the Shire's private rural houses are well within 30m of vegetation and crops, to reduce risk in these locations, grass/crops should be maintained below 50mm within at least 100m of assets. Breaks ideally would be wider than the potential flame length to prevent flames from touching fuels on the other side when lent over due to high winds, however flame length is determined by wind speed and direction and intensity of the fire and available fuels, therefore predicting flame length is not practical.

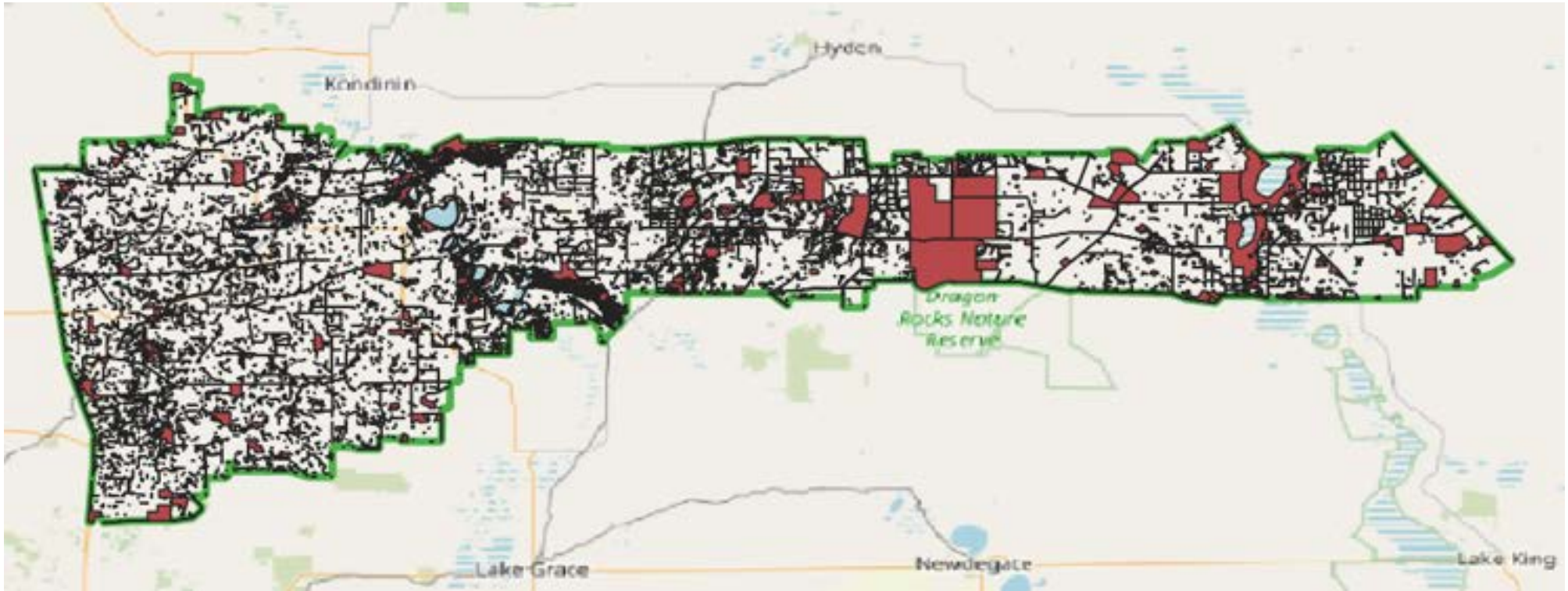


Figure 11: Remnant vegetation in the Shire of Kulin (shown in red).

Outside of reserve systems and private property, native vegetation is mostly found along road reserves. These road reserve areas can form important corridors between remnant vegetation. However, while some road verge vegetation is in good health, much of it is degraded with only remnant trees and understory of weeds and grasses, rather than intact and healthy understory which provides ideal habitat for wildlife and use for travel between sites. Mitigation measures on road reserves and remaining vegetation should be carefully considered as these remnant areas can be damaged by some mitigation actions including prescribed burning, because of too frequent fire, in the wrong season for relevant species and often being more severe than required for certain species. Other common damage is from roadside spraying of weeds and road grading and verge works. The Shire of Kulin does advise residents not to undertake road verge spraying or burning without permission of the Council and this should continue to be monitored and managed and balanced between environmental assets and bushfire mitigation.

The Shire is made up of two Botanical Districts, namely the Avon in the west (commonly known as the wheatbelt region) and Roe in the east (commonly known as the Mallee region). These systems consist of certain plant communities which occur in a mosaic pattern and are related to topographic and soil features. The Shire also falls predominantly within the Avon River Catchment, with a small area of the Shire in the southern portion lying within the Blackwood Catchment. As such, vegetation in the Shire is made up of a range of species: tall, smooth pink barked salmon gums (*Eucalyptus salmonophloia*), mottled silver inland wandoo (*E. capillosa*), redwood (*E. transcontinentalis*), red morrel (*E. longicornis*), gimlet (*E. salubris*), low bushy jam tree (*Acacia acuminata*), sheoaks (*Allocasuarina fraseriana*), with the occasional sledger oliv *Banksias*, flat topped yate (*E. occidentalis*) and bushy roadside teatree (*Leptospermum erubescens*). On the sandplain areas with predominantly pale apricot and soft yellow sandy loams, mallee-heath is more present with species from the *Acacias*, tamma (*Allocasuarina fraseriana*), broombush (*Melaleuca uncinata*) and honey-myrtles (*Melaleuca spp.*). Wetland vegetation is typically made up of a fringe of swamp sheoak (*Casuarina obesa*), and salt-water paperbark (*Malaleuca curticularis*), with low succulent samphires in the moist salt flats. Many of these systems have been impacted by increasing salinity as such many of the trees are more often dead and skeletonized). Often the open woodland areas can go long unburnt as these areas often take some time to develop high fuel loads. Mechanical works in these areas is unlikely to be successful in reducing risk as there is little to no above surface fuels to mulch. Burning is likely to be the best option to reduce risk once fuels get high. Mitigation measures that allow access around assets and safe places for fire fighters to access fires and get around asset areas is likely to be the next best option from burning fuels in these woodland areas. Areas with jam and sheoak often are quite thick and mechanical modification to open these areas up along roadsides and close to assets works well to reduce the intensity of fires that may occur and reduce the density of the fuels which reduces the spread of the fire when winds are low.

Mallee/shrublands typically require wind as a driver for fire spread, more so than other vegetation types which have ground level fuels. Mallee is often referred to as a go/no-go fuel due to its nature of abrupt changes in fire behaviour and high variability (Figure 12) (Cruz et al., 2013). These vegetation types typically do not have much in the way of ground fuels, with fuels more elevated. Three main

fuel layers, near-surface, elevated and overstorey are found within Mallee vegetation types with some areas of ground fuels being present, mainly in older patches. While wind has a big impact, fuel moisture is also important with even the highest winds not always resulting in sustained fire if the moisture is too high. Often mallee fires in high winds will result in preheating of vegetation ahead of the fire, but on the flanks of fires this preheating doesn't occur and results in the loss of fire activity on the flanks but not the head fire, which can result in long tongues and irregular shaped fires. This is worth understanding for firefighting activities however can be troublesome when undertaking prescribed burning activities as the go/no-go characteristics can cause issues in mild weather. Scrub rolling and other such fuel modification activities are often undertaken to lower fuels to ground level and reduce the mid story height. This activity then puts the fuels into a denser structure which is easier to burn with lower wind speeds than is typically required for this type of fuel when standing. Additionally, fuel moisture is reduced as the plants die, further assisting in burning activities. Scrub rolling alone can still be beneficial if prescribed burning isn't undertaken, as it creates a wider break from the elevated fuels. This can then provide fire personnel a safer area to work with less intensity. It can also allow for easier back burning activities as the fuels are continuous. Typically, this type of fuel, when standing, needs to be burnt with the wind and is very difficult to back burn. Ground fuels also typically have a reduced flame length compared to elevated fuels which is important during back burning activities or fire access tracks.

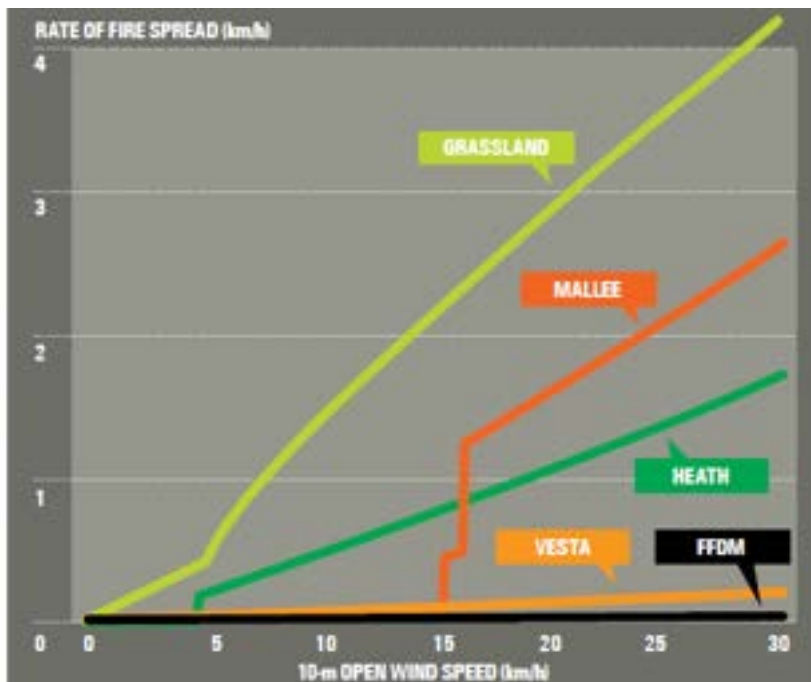


Figure 12: Comparison of potential rate of spread as function of wind speed for mallee-heath fuel complexes with outputs from natural grassland (Cheney et al. 1998) and forest fire spread models (McArthur 1967, Gould et al. 2007). Graph shows the specificity of fire behaviour in mallee-heath when compared with other fuel types, namely dry sclerophyll eucalypt forest. Simulation for 20-year-old mallee and heath fuels with suspended dead fuel moisture fixed at 11%

3.2.4 Threatened Species and Communities

While there is only approximately 16.1% of remnant native vegetation in the Shire, the Shire has 119 recorded conservation listed flora species (Table 10), of which 55 species are found on land not within

DBCA managed areas (outside of conservation estate). Three of which are listed as threatened (*Adenanthos pungens subsp. Pungens*, *Boronia revoluta* and *Eremophila verticillate*). The Shire also has 17 conservation listed fauna (Table 11) and one Priority Ecological Community (Priority 3 in WA/ critically endangered under the EPBC Act), namely the Eucalypt woodlands of the Western Australian Wheatbelt. This community covers a large area of the wheatbelt region and is not specific to this Shire, however, should be carefully considered when undertaking any vegetation modification activities and prescribed burning.

Table 10: Number of conservation listed flora species in the Shire of Kulin (DBCA, 2022). See Appendix C for details on status.

Conservation Status	No of Flora Species	Conservation Status	No of Flora Species
Priority 1	20	T	2
Priority 2	26	T - CR	1
Priority 3	47	T - EN	2
Priority 4	17	T - VU	4
Grand Total			119

Table 11: Fauna Species recorded in the Shire of Kulin (DBCA, 2022)**Presumed locally extinct in the Shire.

Fauna Species	Year Last Recorded	WA Status	EPBC Status
<i>Cacatua pastinator pastinator</i> (Muir's corella)	1977	CD	
<i>Calidris ruficollis</i> (Red-necked stint)	1978	MI	MI
<i>Calyptorhynchus latirostris</i> (Carnaby's cockatoo)	2016	EN	EN
<i>Calyptorhynchus sp.</i> (white-tailed black cockatoo)	2000	EN	
<i>Dasyurus geoffroyi</i> (chuditch, western quoll)	1989	VU	VU
<i>Falco peregrinus</i> (Peregrine falcon)	2015	OS	
<i>Leipoa ocellata</i> (malleefowl)	2018	VU	VU
** <i>Macrotis lagotis</i> (bilby, dalgyte, ninu)	1967	VU	VU
<i>Myrmecobius fasciatus</i> (numbat, walpurti)	1999	EN	EN
** <i>Notamacropus eugenii derbianus</i> (tammar wallaby)	1999	P4	
<i>Notamacropus irma</i> (western brush wallaby)	2011	P4	
<i>Parartemia contracta</i> (a brine shrimp (Wheatbelt))	2007	P1	
<i>Phascogale calura</i> (red-tailed phascogale, kenngoor)	2012	CD	VU
<i>Platycercus icterotis xanthogenys</i> (western rosella (inland))	2006	P4	
<i>Pseudomys occidentalis</i> (western mouse)	1998	P4	
<i>Pseudomys shortridgei</i> (heath mouse, heath rat, Dayang)	2018	VU	EN
<i>Thinornis rubricollis</i> (Hooded plover, hooded dotterel)	2007	P4	
<i>Tringa nebularia</i> (Common greenshank, greenshank)	1978	MI	MI

While many species may not be heavily impacted by unplanned bushfires, inappropriate or too frequent planned fire may have a detrimental impact, as such when undertaking any such activities, it's important to assess the area specifically and seek guidance if any declared rare or priority flora are present in an area.

Fauna species are typically well adapted to fire as well, being more mobile, they will hide in refuges or move away from a fire. However, if a fire is large and covers large expanses of their area or moves faster than they can move then they may still be killed. With common species, this loss of individuals has less impacts on the overall species but if the species is threatened, the loss of even a small number can have large impacts. Even if the animal survives such a fire, they are likely to be impacted post fire. Impacts post fire include loss of habitat which can increase predation if they cannot adequately hide, and reduced food resources and competition of resources. Unfortunately, many species of fauna, particularly ground dwellers, will not readily use open farmland to move between reserves, as such it's important to have adequate areas within reserves for them to survive. Mitigation measures that help to reduce fire intensity, fire size and create mixed mosaics of fuels ages are important in the protection of fauna species that are found throughout the state and within the Shire.

Native flora and fauna species together with ecological communities are significant values that require consideration in respect to bushfire risk. It is important that mitigation activities do not have a detrimental impact to threatened species and ecological communities. Within the Shire some examples of this are: -

Malleefowl – Pairs of Malleefowl occupy a permanent territory and require tall unburnt Mallee, low woodland or Acacia scrub situated on sandy soil with a fairly complete canopy and abundant litter for nest mound formation. Fox predation is a major threat to Malleefowl where there is insufficient vegetation cover and protection. This is exacerbated by inappropriate fire regimes, particularly large-scale homogenous fires which can cause local extinctions. It may take 15 years before habitat is suitable to breed after extensive fires due to a shortage of litter material for nesting or greater exposure to predators.² Small burns and a mosaic of management is best for this species as it helps to avoid the wide scale habitat loss in a single fire event.

Tammar Wallaby - Requires Dense, low vegetation for daytime shelter and open grassy areas for feeding. This species inhabits coastal scrub, heath, dry sclerophyll forest and thickets in mallee and woodland. Small burns and a mosaic of management is best for this species as it helps to avoid the wide scale habitat loss in a single fire event. Fox predation is a major threat to Tammar Wallaby where there is insufficient vegetation cover and protection due to inappropriate fire regimes and land clearing.

² *Fire and Biodiversity Guidelines for the Avon Basin*
Bushfire Risk Management Plan

3.2.5 Bushfire Frequency and Causes of Ignition

DFES records show that there were 57 fires from the period of July 2007 to June 2022. On average this is 3.8 fires a year. Of these, the most common reported ignition cause was weather/lightning (26.3%) (Figure 13). The next highest number of fires have unknown causes or haven't been reported, these make up a third of all fires. 31.6% of fires were those that potentially could have been prevented by way of education as they were caused from burn off activities or reignition from previous fires (escapes), suspicious/deliberate fires, campfires/bonfires/outdoor cooking, equipment - mechanical or electrical fault, other open flames or fire and vehicles (incl. farming equipment/activities). Vehicle (incl. farming equipment/activities) fires were only 8.7% (5 in total in the reporting period) which is low compared to surrounding Shires (Lake Grace had 27 (21%) and Wickepin had 17 (20.5%)). The Shire uses Total Fire Bans and Harvest and Vehicle Movement Bans on severe weather days to limit the possibility of farming vehicle/equipment fires occurring and this should be continued. The Shire also has requirements that firefighting equipment is to be in the paddock during harvesting operation and a fire extinguisher on all harvesting machinery which should enable personnel to quickly attack any fire that does start as a result of harvesting. 68.4% of fires occurred during the fire season (November through to mid-February when the prohibited period is in place typically for the Shire) with 10.5% of fires (six in total) occurring during the typical restricted burning period, however only two of those fires were as a result of burning or open fires which may indicate that the public are using fire restricted burning periods appropriately and ensuring safe use of fire and this should continue to be encouraged.

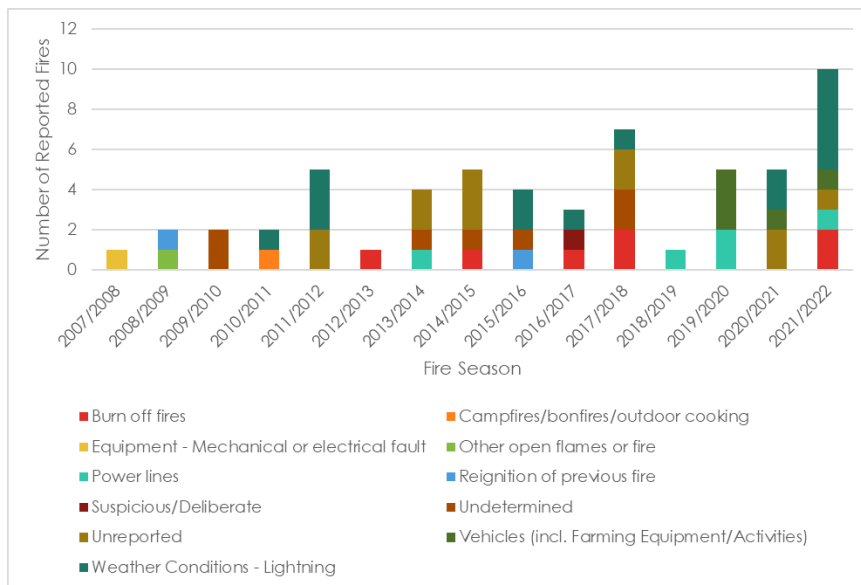


Figure 13: Number of fires each fire season since 2007/2008

Eight of the 57 fires in the reported years were above 10 ha (approx. 25 acres) and even then, the largest recorded fires were 80ha (approx. 198 acres) on the 8th April 2022 (an escaped burn off fire) and 30ha (74 acres) on the 9th November 2019 (a fire from vehicle). All but two of the total number of burn off fires recorded occurred during restricted burning periods. Burn off fires are the third highest reported/determined cause of fires in the Shire (Figure 14). 12 of the overall unreported/undetermined fires recorded were also within the Restricted Burning Period, however these may or

may not have been a result of burn offs. With such a high percentage of the fires occurring during the Restricted Burning Period and caused by burn offs, a review of conditions or other such permit aspects may be beneficial to help reduce these fire causes. This review should look at ensuring that adequate controls are in place when burn offs occur and weather parameters are carefully reviewed and considered. Should the weather change or other impacts require cancelling of permits, then a communications plan should be in place to advise permit holders to cease burning operations as soon as possible. Educating permit holders and other members of the community in appropriate burn controls may also be improved.

With a third of all recorded fires listed as ‘unreported’ or ‘undetermined’ it would be advantageous to promote, through the Bushfire Advisory Committee and the community, the value of ensuring all fire reports are completed with the cause of ignition (and size) documented. This data has significance in emergency services resource planning and funding at the State level and better understanding the causes allows for better understanding of possible mitigation measures that may reduce these fires from occurring.

Commendably, 59.6% of all recorded fires were 1 ha or less which goes to show that the quick response of farmers and other volunteers in the Shire is very important and having firefighting equipment on hand when harvesting is helping to reduce large scale fires (Figure 15). 19.3% of fires did not have a known or reported size.

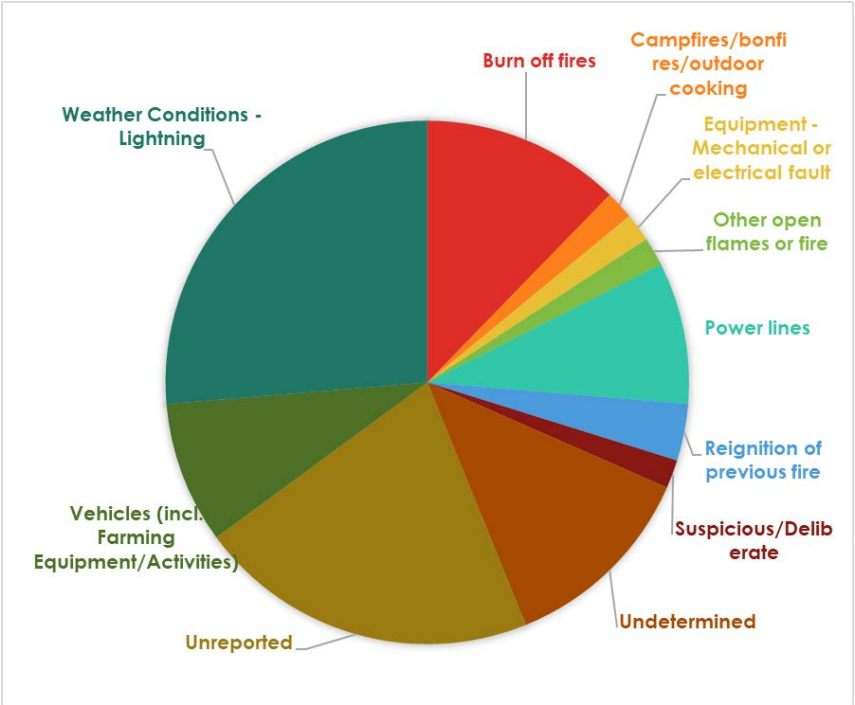


Figure 14: Ignition causes of fires in the Shire of Kulin for the period from July 2007 to June 2022.



Figure 15: Size (hectares) of fires within the Shire of Kulin

Weather events introducing lightning into the landscape as seen in February 2022 in surrounding Shires (Figure 16) do often occur through the summer period, which can cause multiple fires over a very short span of time, putting pressure on local resources as they prioritise and coordinate fire response. While typically weather events may bring rainfall with it, rain can be highly variable in the location it actually falls and also the amount of rain in any given location. This is particularly of note when undertaking burn offs outside of restricted burning periods but before significant rainfall has occurred that season. This can often result in complacency with fire management, particularly if a rainfall event is predicted and burning activities are undertaken in the lead up. Many people still undertake burning activities in the lead up to a rain event under the impression that favourable conditions are coming. Unfortunately, many of these rain events can cause strong winds putting pressure on burn off security, and rainfall may not occur at the levels predicted for any given area. This can lead to escapes which can cause major impacts to community before relief of rain occurs, if it does occur. A prime example of this was on the South Coast in late May 2018 where multiple burn off fires escaped before weather relief occurred or the fires could be contained. Many of these fires had been started days before the storm activity and before weather advise was received that severe weather was on the way, but some were ignited closer to the weather event.



Figure 16: Lightning strikes and fire reports in the southwest area of the state (DFES Facebook page, 12/02/2022).

Additionally, the Katanning fire of 2020 and the Corrigin and East Narrogin fires of 2022 (which also included the Wickepin and Cuballing Shires) were either ignited in the lead up to a cold front or occurred as a result of the weather (lightning/ strong winds). All of which tore through open farmland, impacting numerous farmers, damaging properties and equipment and resulted in thousands of stock loses in the time before rain relief or the trough movement occurred, bringing with it more favourable weather conditions. The Shires impacted in these events all have a similar fire history, similar terrain and are primarily agricultural communities, as such it's important to remember that there only needs to be one fire in adverse conditions for such an event to occur and everyone in the community needs to be aware of their surroundings and have a fire ready plan in preparation for that potential. This type of fire is the biggest threat to the Shire been halfway through harvest season, with fully matured standing crops and the hot dry windy days.

3.2.6 Current Bushfire Risk Management Activities

This section outlines all of the activities undertaken within the Shire in relation to bushfire risk management. These activities range from State policy and legislative requirements to Shire specific works programming activities.

Bushfire Prone Areas

The intent of the WA Government's Bushfire Prone Planning Policy is to implement effective risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure. The *State Planning Policy 3.7 – Planning for Bushfire Prone Areas* ensures bushfire risk is given due consideration in all future planning and development decisions. This policy does not apply retrospectively, however the BRM Plan can help address the risk for existing

development and establishing an effective treatment plan to manage the broader landscape and any unacceptable community risks. The Shire of Kulin Bushfire Prone Area is shown in Figure 18.

Volunteer Fire Brigades and other response agencies

The Shire has four volunteer brigades, namely the: Kulin North, Kulin South, Jilakin/Pingaring and Holt Rock/Little Italy. Initial fire suppression is supported by local farmer response units. Private appliances range from 500L slip on water units to ex-fire service heavy tankers and various sized water carts.

Public education on burning, whether with a permit during restricted periods or outside of restricted burning periods should be increased with better education around soil moisture conditions and weather in the lead up to burning, as well as better understanding of weather and its impacts on fire which can cause reignition of a burn off that may look safe. It's important that community education around these types of events is undertaken and any burning permits that occur ahead of a cold front (even in the days leading up to such an event) are thoroughly reviewed and considered to ensure that additional resourcing isn't required to attend burn off fires or fires occurring from reignition of previous fires. It may also be beneficial to review how the Shire communicates with its permit holders and ensure that FCO's have ways of contacting permit holders to cancel permits if required. Additionally, while weather cannot be prevented, reducing fuels and other mitigation measures can help to reduce the severity of fires around assets and better enable firefighting activities should fires occur.

Technology and accessibility of such technology has improved a great deal in recent years, with local fire personnel making use of this technology to monitor lightning strikes and deploy personnel to conduct checks within areas of concern. BOM Weather Warnings are also widely circulated to fire personnel. Hotspot data from Landgate's My Fire Watch is also used for remote fire detection and monitoring. The new Australian Fire Danger Rating System and material will also greatly assist community and fire practitioners to be more prepared for fires and understand their requirements (Figure 6). Continuing to educate the community on these technologies and being fire ready is important to ensure the safety of community and identifying fires quickly for fast response. Improved network connectivity throughout the Shire is important to help the community access these technologies and is something the Shire is committed to lobbying for improvement.

Expectedly, a higher proportion of fires have occurred in the western portion of the Shire near Kulin, this area is also the more populated area (Figure 17). As such, targeted/increased bushfire education and community liaison in this portion may be beneficial.

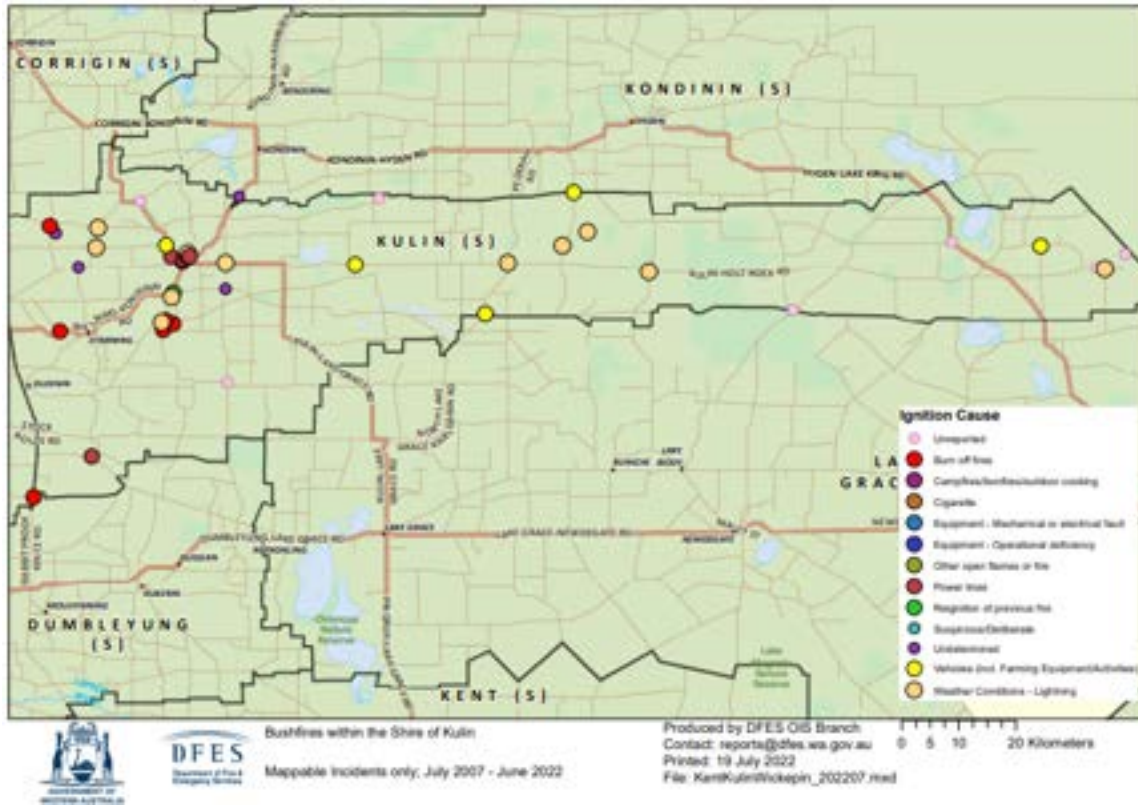


Figure 17: Locations of fires that were reported during the period of July 2007 to June 2022.

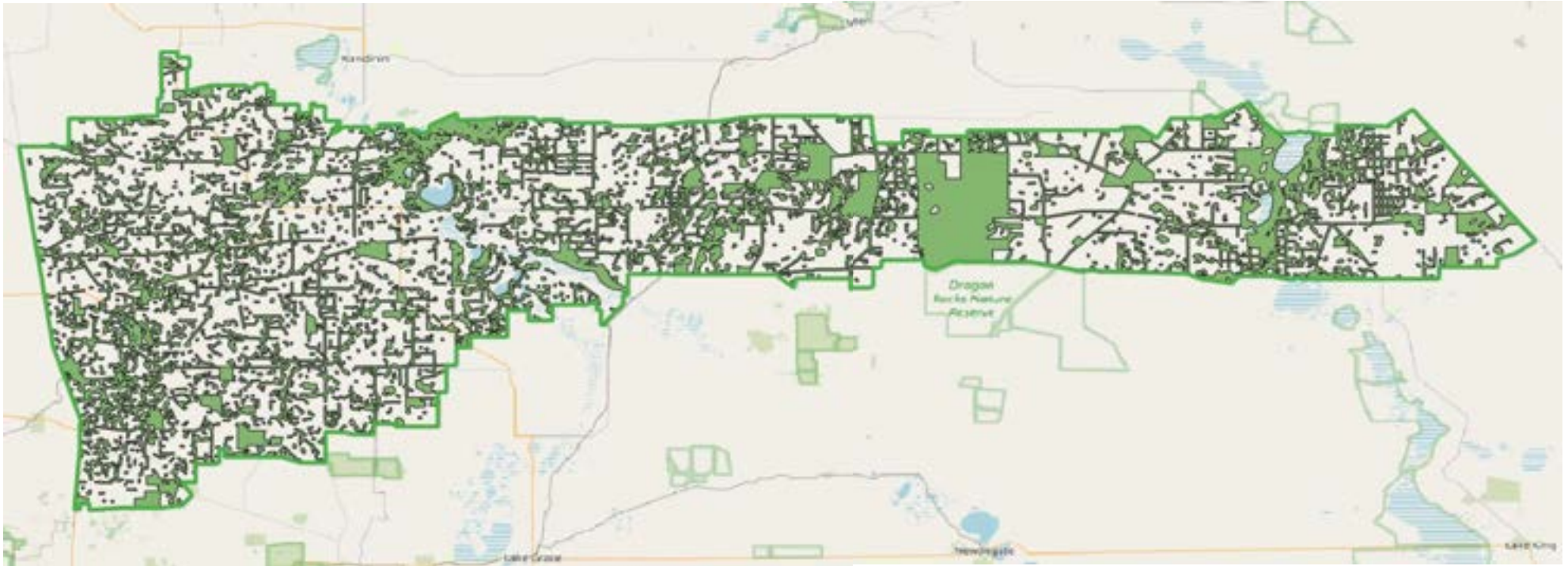


Figure 18: Map of the Bushfire Prone Areas (green) within the Shire of Kulin (OBRM, 2021).

The Shire operates one 4.4B truck each out of Kulin Town and Jilakin/Pingaring brigades with a light tanker also in the Kulin Townsite. The Shire has approximately 366 registered emergency services volunteers as of December 2022. The Shire also has a number of machinery including graders, water tankers and a loader and D6 dozer. 102 volunteer vehicle identifier stickers are also registered within the Shire.

The DBCA Wheatbelt Region also operates in the Shire with two 4000L trucks out of Narrogin and one truck out of Merredin with up to eight 400L/600L light unit vehicles with a number of fire trained staff to respond to fires. Additionally, DBCA has a range of other resources throughout the state available for deployment for larger scale fires where additional resources are required, including air suppression. Additionally, forward basing of water bombers during high-risk periods during harvesting has occurred in 2021 and is being undertaken in 2022 with the potential for this to occur in the coming years. This means that aerial support may be more available to the wheatbelt area for fire suppression during harvest periods, however availability on any given day is dependent on other requirements throughout the state and while it should be capitalised on if available, they may not always be available when requested.

Burning Restrictions

The Bush Fires Act 1954, sections 17 and 18, provides for the 'declaration and gazettal' of Prohibited and Restricted Burning Times as well as the ability to adjust burning times to suit changing weather conditions.

The Shire of Kulin Restricted and Prohibited Burning times for the 2022/2023 season are as follows, with the Shire also typically imposing bans during the festive season. These dates typically stay the same each year with additional days/weeks added either side based on the season.

- Prohibited Burning times - 1 November 2023 to 15 February 2024
- Restricted Burning Times (permit required) - 19 September 2023 to 31 October 2023 and 16 February 2024 to 15 March 2024.
- Festive season automatic harvest bans - 25th of December and 1st of January each year.

The Shire, by way of the Shire's Chief Bush Fire Control Officer, in consultation with the Bushfire Brigade Fire Control Officers, can issue Harvest and Vehicle Movement Bans under Bush Fires Regulations 1954 Section 38A, and/or Section 24C to restrict the use of vehicles and machinery that have an increased risk of igniting a fire on days when weather conditions are considered unfavourable. Bans are generally issued because of the risk posed by agricultural practices during severe fire weather events.

A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the Shire, should weather conditions change or are not as predicted. The Shire maintains a Harvest Ban Hotline which enables residents to be informed, with notifications also being issued via SMS, when Harvest and Vehicle Movement Bans have been applied and removed.

Bush Fires Act 1954 section 33 Fire Management Notices

The Shire undertakes the following activities to ensure that landowners comply with the requirements under Section 33:

- Issuing Fire Control Notice's to landowners annually, including publication on the Shire's website and identifying additional recommended actions for landowners, over and above the notice requirements.
 - Publishing fire control information and reminders in the local newsletter, which includes the Fire Control Order, Fire Control Officers, Burning Permits & Radio Operators and Restricted & Prohibited Burning times.
 - Ranger Services inspect townsite properties prior to 31 October each year, usually in September and any landowners that have not started hazard reduction activities are issued with a reminder notice.
 - Properties that aren't compliant as at the 1 November each year are issued with a notice and infringement, with time to be deemed compliant.
- If landowners still do not comply, then work will be carried out by the Shire and costs incurred recouped from the landowner (Section 33). This can still be somewhat challenging for the Shire when resources are not adequate to get all works done prior to the fire season or contractors can not be brought on, leaving these areas non-compliant.

Community engagement activities

While compliance, in line with landowner responsibilities detailed in the Shire's annual Bush Fire Notice is generally good, when it comes to preparatory efforts (i.e., in line with general prevention and preparedness around individual properties) community engagement is more challenging, mainly due to time constraints and conflicting priorities. DFES has a range of publications such as the Bushfire Preparedness Toolkit which can assist the community in assessing and preparing their properties for bushfires. The Shire ensures that relevant information is distributed via Facebook, emails and SMS as appropriate to the audience.

Other Current Local Government Wide Controls

Local Government Wide Controls are activities that reduce the overall bushfire risk within the Shire. These types of activities are not linked to specific assets and are applied across all or part of the local government as part of normal business or due to legislative requirements. Some notable controls currently in place in the Shire of Kulin are:

- The Shire has an active Bushfire Advisory Committee (BFAC) with membership including those in leadership positions from each of the Brigades. BFAC members hold considerable bushfire firefighting skills and experience. This forum has been integral to the development of the BRM Plan and the BFAC membership will continue to be key stakeholders in the implementation and review of the plan.
- Shire of Kulin's annual works program which includes mowing/slashing in the vacant blocks in the building development area west of town.

In the context of the four stages of emergency management – Prevention, Preparation, Response and Recovery, the Shire of Kulin has a strong and very proactive approach to bushfires. This is supported by a strong community attitude and willingness to help a neighbour due to the strong understanding in the farming community of the negative impacts of fire on people's livelihood.

Further information about the Local Government Wide Controls and how they will support the treatment of bushfire risk can be found in section 6.1 Local Government Wide Controls.

4. Asset Identification and Risk Assessment

4.1. Planning Areas

The Shire of Kulin has been divided into four planning areas for Bushfire Risk Management purposes. These are: Kulin Central, Kulin East, Kulin Town and Kulin West Wards and are based on the previous Shire of Kulin Election Ward areas, prior to the Shire's abolishment of wards in 2023 (Figure 19).



Figure 19: Shire of Kulin's Bushfire Risk Management Planning Area Wards

4.2. Asset Identification

Asset identification and risk assessment has been conducted at the local level using the methodology described in the Guidelines using BRMS. Identified assets are categorised into the following categories and subcategories provided in

Table 12.

Table 12: Asset Categories and Subcategories

Asset Category	Asset Subcategories
<p>Human Settlement</p>	<p>Residential areas - Residential areas, including dwellings in rural areas and the rural-urban interface.</p> <p>Places of temporary occupation - Commercial and industrial areas, mining sites or camps and other locations where people may work or gather.</p> <p>Special risk and critical facilities - Locations and facilities where occupants may be especially vulnerable to bushfire for one or more of the following reasons:</p> <ul style="list-style-type: none"> • Occupants may have limited knowledge about the impact of bushfires; • Occupants may have a reduced capacity to evaluate risk and respond adequately to bushfire event; • Occupants may be more vulnerable to stress and anxiety arising from a bushfire event or the effects of smoke; • There may be significant communication barriers with occupants; • Relocation and/or management of occupants may present unique challenges or difficulties, such as transportation, or providing alternative accommodation, healthcare or food supplies; or • Facilities that are critical to the community during a bushfire emergency.
<p>Economic</p>	<p>Agricultural - Areas under production, such as pasture, livestock, crops, viticulture, horticulture and associated infrastructure.</p> <p>Commercial and industrial - Major industry, waste treatment plants, mines (economic interest), mills, processing and manufacturing facilities and cottage industry.</p> <p>Critical infrastructure - Power lines and substations, water pumping stations, tanks/bores and pipelines, gas pipelines, telecommunications infrastructure, railways, bridges, port facilities and wastewater treatments plants.</p> <p>Tourist and recreational - Tourist attractions, day-use areas and recreational sites that generate significant tourism and/or employment within the local area. These assets are different to tourist accommodation described as a Human Settlement Asset (see above).</p> <p>Commercial forests and plantations - Plantations and production native forests.</p> <p>Drinking water catchments - Land and infrastructure associated with drinking water catchments.</p>

Environmental	<p>Protected - Flora, fauna and ecological communities that are listed as a:</p> <ul style="list-style-type: none"> • Critically Endangered, Endangered or Vulnerable species under the Environmental Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act 1999) (including associated critical habitat); • Critically Endangered, Endangered or Vulnerable species under the Biodiversity Conservation Act 2016; • Critically Endangered, Endangered or Vulnerable ecological community under the EPBC Act 1999 (Cth); • Critically Endangered, Endangered or Vulnerable Threatened Ecological Community (TEC) endorsed by the Minister for Environment (WA); • Fauna protected under international conventions; and • Ramsar wetlands of international importance. <p>Priority - Flora, fauna and ecological communities that are a:</p> <ul style="list-style-type: none"> • Priority species listed on the Priority Flora or Priority Fauna Lists held by DBCA (Priority 1-5). • Priority Ecological Community (PEC) (Priority 1-5); and • Wetlands of national or state importance. <p>Locally important - Species, populations, ecological communities or habitats that the local community or independent scientific experts consider important for the area and for which there is some scientific evidence that protection would be beneficial.</p> <p>Wetlands of local importance.</p> <p>Sites being used for scientific research.</p>
Cultural	<p>Aboriginal heritage - Places of indigenous significance identified by the DPLH or the local community.</p> <p>European heritage - non-Indigenous heritage assets afforded legislative protection through identification by the National Trust, State Heritage List or Local Planning Scheme Heritage List.</p> <p>Local heritage - Assets identified in a Municipal Heritage Inventory or by the local community as being significant to local heritage.</p> <p>Other - Other assets of cultural value to the local community, for example community halls, churches, clubs and recreation facilities.</p>

4.3. Assessment of Bushfire Risk

Risk assessments have been undertaken for each asset or group of assets identified using the methodology described in the Guidelines. The Asset Risk Register will be maintained in BRMS, this information is not included in the plan because the information contained is subject to change over time as treatments are undertaken and risks re-assessed. Current asset, risk assessment and treatment information will be maintained in BRMS, with relevant reports provided to key stakeholders on an ongoing basis.

To actively encourage and support the implementation, monitoring, and review of agreed actions the Shire, as a matter of course or upon request, will provide reports to key stakeholders that detail the assets and treatments that the stakeholders (landowners) have responsibility for.

The percentage of assets within the local government in each asset category at the time of BRM Plan endorsement is shown in Table 13.

Table 13: Asset Category Proportions

Asset category	Proportion of identified assets
Human Settlement	80%
Economic	14%
Environmental	3%
Cultural	3%

4.3.1 Consequence Assessment

Consequence is described as the outcome or impact of a bushfire event. The approach used to determine the consequence rating is different for each asset category: Human Settlement; Economic; Environmental; and Cultural.

The methodology used to determine the consequence rating for each asset category is based on the following:

Consequence Rating – Human Settlement, Economic and Cultural Assets.

The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the hazard posed by the classified vegetation and the vulnerability of the asset.

Consequence Rating – Environmental Assets.

The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the vulnerability of the asset and the potential impact of a bushfire or fire regime.

4.3.2 Likelihood Assessment

Likelihood is described as the potential of a bushfire igniting, spreading and impacting an asset. The approach used to determine the likelihood rating is the same for each asset category: Human Settlement; Economic; Environmental; and Cultural.

4.3.3 Assessment of Environmental Assets

Using available biological information and fire history data, environmental assets with a known minimum fire threshold were assessed to determine if they were at risk from bushfire, within the five-year life of the BRM Plan. Environmental assets that would not be adversely impacted by bushfire within the five-year period have not been included and assessed in the BRM Plan. The negative impact of a fire on these assets (within the period of this BRM Plan) was determined to be minimal and may even be of benefit to the asset and surrounding habitat.

4.3.4 Local Government Asset Risk Summary

A risk profile for the local government is provided in Table 14. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed.

Table 14: Local Government Asset Risk Summary

Asset Category	Risk Rating				
	Low	Medium	High	Very High	Extreme
Human Settlement	0%	0.9%	6.2%	12.1%	61.2%
Economic	0.3%	0.9%	2.8%	5.9%	3.4%
Environmental	0%	0.3%	1.2%	1.6%	0.3%
Cultural	0%	0.3%	0.3%	0.9%	1.2%

Table 15 shows that the majority of at-risk assets falls on private property. This is not unexpected due to the percentage of land tenure being private and that private property is where human settlement occurs, however this does result in the core of bushfire mitigation being the responsibility of private property owners. This will likely result in some challenges for the Shire to manage.

Table 15: Total number of assets and related risk rating by asset owner.

Asset Owner	Extreme (1A, 1B, 1C)	Very High (2A, 2B, 2C)	High (3A, 3B, 3C, 3D)	Medium (4A, 4B, 4C)	Low (5A, 5B, 5C)
Dept of Biodiversity, Conservation and Attractions	0	1	0	0	0
Dept of Education	1	0	0	0	0
Dept of Fire and Emergency Services	0	3	1	0	0
Dept of Primary Industries and Regional Development	0	2	0	0	0
Local Government	8	2	3	2	1
Private	198	47	28	4	0
Utilities	6	11	1	1	0
Grand Total	213	66	34	8	1

5. Risk Evaluation

5.1. Evaluating Bushfire Risk

The risk rating for each asset has been assessed against the consequence and likelihood descriptions to ensure:

- The rating for each asset reflects the relative seriousness of the bushfire risk to the asset;
- Consequence and likelihood ratings assigned to each asset are appropriate; and
- Local issues have been considered.

5.2. Risk Acceptability

Risks below a certain level were not considered to require specific treatment during the life of this BRM Plan. They will be managed by routine local government wide controls and monitored for any significant change in risk.

In most circumstances risk acceptability and treatment will be determined by the landowner, in collaboration with local government and fire agencies. However, as a general rule, the following courses of action have been adopted for each risk rating (Table 16).

Table 16: Criteria for Acceptance of Risk and Course of Action

Risk Rating	Criteria for Acceptance of Risk	Course of Action
<p>Extreme (Priorities 1A, 1B, 1C)</p>	<p>Requires asset specific treatment strategies to be applied.</p> <p>It is unlikely that Local Government Wide Controls would be adequate to manage the risk.</p> <p>Treatment action of Shire-specific assets are required within one (1) year of the plan being endorsed.</p> <p>The Shire shall undertake stakeholder consultation with non-Shire asset owners within one (1) year and encourage treatment actions to be undertaken within two (2) – three (3) years of the plan being endorsed.</p>	<p>Treatments will be approached by:</p> <ul style="list-style-type: none"> • Prioritising treatments that will have maximum benefit to multiple assets and critical infrastructure. • Identifying partnerships with other agencies for strategic mitigation. • Communicating with asset owners in this class will be prioritised and focus on increasing understanding of the risk facing these assets (see Communications plan). • Including assets within townsites on the Fire Break inspection List. <p>These assets and treatments are to be reviewed every two (2) years (after at least the first three (3) years has passed of this plan) prior to the start of that year’s bushfire season for any significant changes.</p>
<p>Very High (Priorities 2A, 2B, 2C)</p>	<p>Requires asset specific treatment strategies to be applied.</p> <p>Treatment action of Shire-specific assets are required within two (2) years of the plan being endorsed.</p> <p>The Shire shall undertake stakeholder consultation with non-Shire asset owners within two (2) years and encourage treatment actions to be undertaken within three (3) – four (4) years of the plan being endorsed.</p> <p>It is unlikely that Local Government Wide Controls</p>	<p>Treatments will be approached by:</p> <ul style="list-style-type: none"> • Prioritising treatments that will have maximum benefit to multiple assets and critical infrastructure. • Prioritising treatments that will benefit vulnerable communities. • Identifying partnerships with other agencies for strategic mitigation. • Communicating with asset owners in this class will be priorities and focus on increasing understanding of the risk facing these assets (see Communications plan). • Including assets within townsites on the Fire Break inspection List. <p>These assets and treatments are to be reviewed every two (2) years (after at least the first four (4) years has passed of this plan) prior to the start of that year’s bushfire season for any significant changes.</p>

Risk Rating	Criteria for Acceptance of Risk	Course of Action
	<p>would be adequate to manage the risk.</p>	
<p>High (Priorities 3A, 3B, 3C, 3D)</p>	<p>Asset specific treatment strategies will likely be required to adequately manage the risk.</p> <p>Treatment action of Shire-specific assets are required within three (3) years of the plan being endorsed.</p> <p>The Shire shall undertake stakeholder consultation with non-Shire asset owners within three (3) years and encourage treatment actions to be undertaken within four (4) – five (5) years of the plan being endorsed.</p> <p>It is unlikely that Local Government Wide Controls would be adequate to manage the risk.</p>	<p>Routine controls are not enough to adequately manage the risk. Specific action is required to be initiated in first four (4) years and in the life of the BRM Plan.</p> <p>Treatments will be approached by:</p> <ul style="list-style-type: none"> • Targeting assets that fall adjacent to Extreme or Very High-risk assets. • Prioritising treatments that will have maximum benefit to multiple assets and critical infrastructure. • Identifying partnerships with other agencies for strategic mitigation. • Communicating with asset owners in this class will be priorities and focus on increasing understanding of the risk facing these assets (see Communications plan). • These assets and treatments are to be reviewed every two (2) years (after at least the first four (4) years has passed of this plan) prior to the start of that year’s bushfire season for any significant changes.
<p>Medium (Priorities 4A, 4B, 4C)</p>	<p>Asset specific treatments are not required, but risk should be monitored regularly.</p> <p>Local government wide controls should be sufficient to manage the risk If there is a change in the landscape / environment these assets may need to be reassessed more frequently.</p>	<p>Addressed through Local Government Wide Controls.</p> <p>Specific actions are not required.</p> <p>These assets are to be reviewed after at least the first four (4) years has passed of this plan, prior to the start of that year’s bushfire season for any significant changes.</p>
<p>Low (Priorities 5A, 5B, 5C)</p>	<p>Asset specific treatments are not required, but risk should be monitored.</p>	<p>Local government wide controls should be sufficient to manage the risk If there is a change in the landscape / environment these assets may need to be reassessed more frequently.</p> <p>Specific actions are not required.</p>

Risk Rating	Criteria for Acceptance of Risk	Course of Action
		These assets are to be reviewed after at least the first four (4) years has passed of this plan, prior to the start of that year's bushfire season for any significant changes.

5.3. Treatment Priorities

The treatment priority for each asset has been automatically assigned by BRMS and recorded in the *Treatment Schedule*, based on the asset's risk rating. Table 17 shows how consequence and likelihood combine to give the risk rating and subsequent treatment priority for an asset.

Table 17: Treatment Priorities

Likelihood	Consequence			
	Minor	Moderate	Major	Catastrophic
Almost Certain	3D (High)	2C (Very High)	1C (Extreme)	1A (Extreme)
Likely	4C (Medium)	3A (High)	2A (Very High)	1B (Extreme)
Possible	5A (Low)	4A (Medium)	3B (High)	2B (Very High)
Unlikely	5C (Low)	5B (Low)	4B (Medium)	3C (High)

6. Risk Treatment

The purpose of risk treatment is to reduce the likelihood of a bushfire occurring and/or the potential impact of a bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment. There are many strategies available to treat bushfire risk. The treatment strategy (or combination of treatment strategies) selected will depend on the level of risk and the type of asset being treated. Not all treatment strategies will be suitable in every circumstance.

6.1. Local Government Wide Controls

Local government wide controls are activities that are non-asset specific, rather they reduce the overall bushfire risk within the local government.

A local government wide controls, multi-agency work plan has been developed (Appendix B). The plan details work to be undertaken as a part of normal business, improvements to current controls and new controls to implemented to better manage bushfire risk across the local government area.

The local government wide controls have improved over the years with annual reviews and more targeted advertising through social media, which has closed the gap of confused or mis understanding of responsibilities of the different stake holders.

6.2. Asset Specific Treatment Strategies

Asset specific treatments are implemented to protect an individual asset or group of assets, identified and assessed in the BRM Plan as being at risk from bushfire. There are five asset specific treatment strategies:

- **Fuel management** - Treatment reduces or modifies the bushfire fuel through manual, chemical and planned burning methods;
- **Ignition management** - Treatment aims to reduce potential human and infrastructure sources of ignition in the landscape;
- **Preparedness** - Treatments aim to improve access and water supply arrangements to assist firefighting operations;
- **Planning** - Treatments focus on developing plans to improve the ability of firefighters and the community to respond to bushfire; and
- **Community Engagement** - Treatments seek to build relationships, raise awareness and change the behaviour of people exposed to bushfire risk.

6.3. Development of the Treatment Schedule

The treatment schedule is a list of bushfire risk treatments recorded within BRMS. The Shire of Kulin will be focusing on developing a program of works that covers activities to be undertaken within the first year after the approval of the BRM Plan. The treatment schedule will evolve and develop throughout the life of the BRM Plan.

Future treatment schedules will be developed in broad consultation with landowners and other stakeholders including DFES and DBCA.

Landowners are ultimately responsible for treatments implemented on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a landowner. However, the onus is still on the landowner to ensure treatments detailed in this BRM Plan's *Treatment Schedule* are completed.

7. Monitoring and Review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and valid. These processes are detailed below to ensure outcomes are achieved in accordance with the *Communication Strategy* and *Treatment Schedule*.

7.1. Review

A comprehensive review of this BRM Plan will be undertaken at least once every five years, from the date of council approval. Significant circumstances that may warrant an earlier review of the BRM Plan include:

- Changes to organisational responsibilities or legislation;
- Changes to the bushfire risk profile of the local government; or
- Following a major fire event.

7.2. Monitoring

BRMS will be used to monitor the risk ratings for each asset identified in the BRM Plan and record the treatments implemented. Risk ratings are reviewed on a regular basis as described in Table 16: Criteria for Acceptance of Risk and Course of Action. New assets will be added to the Asset Risk Register when they are identified.

7.3. Reporting

The Shire of Kulin will be requested to contribute information relating to their fuel management activities to assist in the annual OBRM Fuel Management Activity Report.

The reporting requirements will be managed by a member of the Shire Administration Team designated by the Chief Executive Officer.

8. Glossary

Asset	A term used to describe anything of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
Asset Category	There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.
Asset Owner	The owner, occupier or custodian of the asset itself. Note: this may differ from the owner of the land the asset is located on, for example a communication tower located on leased land or private property.
Asset Register	A component within the Bushfire Risk Management System (BRMS) used to record the details of assets identified in the Bushfire Risk Management Plan (BRM Plan).
Asset Risk Register	A report produced within the BRMS that details the consequence, likelihood, risk rating and treatment priority for each asset identified in the BRM Plan.
Bushfire	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
Bushfire Hazard	The hazard posed by the classified vegetation, based on the vegetation category, slope and separation distance.
Bushfire Risk Management Plan	A development related document that sets out short-, medium- and long-term bushfire risk management strategies for the life of a development.
Bushfire Risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Bushfire Risk Management	A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.
Bushfire Risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Consequence	The outcome or impact of a bushfire event.

Draft Bushfire Risk Management Plan	The finalised draft BRM Plan is submitted to the Office of Bushfire Risk Management (OBRM) for review. Once the OBRM review is complete, the BRM Plan is called the 'Final BRM Plan' and can be progressed to local government council for approval.
Geographic Information System (GIS)	A data base technology, linking any aspect of land-related information to its precise geographic location.
Landowner	The owner of the land, as listed on the Certificate of Title; or leaser under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
Likelihood	The chance of something occurring. In this instance, it is the potential of a bushfire igniting, spreading and impacting on an asset.
Locality	The officially recognised boundaries of suburbs (in cities and larger towns) and localities (outside cities and larger towns).
Map	The mapping component of the BRMS. Assets, treatments and other associated information is spatially identified, displayed and recorded within the Map.
Planning Area	A geographic area determined by the local government which is used to provide a suitable scale for risk assessment and stakeholder engagement.
Priority	See Treatment Priority.
Risk Acceptance	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
Risk Analysis	The application of consequence and likelihood to an event in order to determine the level of risk.
Risk Assessment	The systematic process of identifying, analysing and evaluating risk.
Risk Evaluation	The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.
Risk Identification	The process of recognising, identifying and describing risks.
Risk Register	A component within the BRMS used to record, review and monitor risk assessment and treatments associated with assets recorded in the BRM Plan.
Risk treatment	A process to select and implement appropriate measures undertaken to modify risk.

Rural	Any area where in residences and other developments are scattered and intermingled with forest, range, or farmland and native vegetation or cultivated crops.
Rural Urban Interface	The line or area where structures and other human development adjoin or overlap with undeveloped bushland.
Slope	The angle of the ground's surface measured from the horizontal.
Tenure Blind	An approach where multiple land parcels are considered as a whole, regardless of individual ownership or management arrangements.
Treatment	An activity undertaken to modify risk, for example a planned burn.
Treatment Objective	The specific aim to be achieved or action to be undertaken, in order to complete the treatment. Treatment objectives should be specific and measurable.
Treatment Manager	The organisation, or individual, responsible for all aspects of a treatment listed in the <i>Treatment Schedule</i> of the BRM Plan, including coordinating or undertaking work, monitoring, reviewing and reporting.
Treatment Planning Stage	The status or stage of a treatment as it progresses from proposal to implementation.
Treatment Priority	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset's risk rating.
Treatment Schedule	A report produced within the BRMS that details the treatment priority of each asset identified in the BRM Plan and the treatments scheduled.
Treatment Strategy	The broad approach that will be used to modify risk, for example fuel management.
Treatment Type	The specific treatment activity that will be implemented to modify risk, for example a planned burn.
Vulnerability	The susceptibility of an asset to the impacts of bushfire.

9. Common Abbreviations

AFAC	Australasian Fire and Emergency Services Authorities Council
BFAC	Bush Fire Advisory Committee
BRM	Bushfire Risk Management
BMB	Bushfire Mitigation Branch (DFES)
BRM Plan	Bushfire Risk Management Plan
BRMS	Bushfire Risk Management System
DBCA	Department of Biodiversity, Conservation and Attractions
DFES	Department of Fire and Emergency Services
DPLH	Department of Planning, Lands and Heritage
EPBC Act	Environmental Protection and Biodiversity Conservation Act
FPC	Forest Products Commission
GIS	Geographical Information System
LEMC	Local Emergency Management Committee
OBRM	Office of Bushfire Risk Management (DFES)
PEC	Priority Ecological Community
SEMC	State Emergency Management Committee
TEC	Threatened Ecological Community
UCL	Unallocated Crown Land
UMR	Unmanaged Reserve
WA	Western Australia
WAPC	Western Australian Planning Commission

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11. Appendices

Appendix A	Communication Strategy
Appendix B	Local Government Wide Controls Table
Appendix C	Treatment Plan for the First Year of the Plan
Appendix D	Flora and Fauna Conservation Status Reference



Appendix A

Shire of Kulin

Bushfire Risk Management Planning

COMMUNICATION STRATEGY

Document Control

Document Name	Bushfire Risk Management Plan Communications Strategy
Document Owner	Shire of Kulin, CEO
Document Location	Add as required
Current Version	1.0
Issue Date	
Next Review Date	

Related Documents

Title	Version	Date
Shire of Kulin Bushfire Risk Management Plan 2024-2029	1.0	

Amendment List

Version	Date	Author	Section

12. Introduction

A Bushfire Risk Management (BRM) Plan is a strategic document that outlines the approach to the identification, assessment and treatment of assets exposed to bushfire risk within the Shire of Kulin. This Communication Strategy accompanies the BRM Plan for the Shire of Kulin.

It documents the:

- communication objectives;
- roles and responsibilities for communication;
- key stakeholders;
- stakeholders engaged in the development of the BRM Plan and Treatment Schedule; and Communication Plan for the implementation and review of the BRM Plan including: target audiences and key messages at each project stage; communication risks and strategies for their management; and communication monitoring and evaluation procedures.

13. Communications Overview

13.1. Communication Objectives

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Kulin are as follows:

1. Key stakeholders understand the purpose of the BRM Plan and their role in the BRM planning process.
2. Stakeholders who are essential to the BRM planning process, or can supply required information, are identified and engaged in a timely and effective manner.
3. Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
4. Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government.
5. The community and other stakeholders engage with the BRM planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

13.2. Communication Roles and Responsibilities

Shire of Kulin is responsible for the development, implementation and review of the Communication Strategy. Key stakeholders support local government by participating in the development and implementation of the Communications Strategy as appropriate. An overview of communication roles and responsibilities follows:

List the roles (not names) and their communication responsibilities.

- CEO, Shire of Kulin, is responsible for endorsement of the BRM Plan Communications Strategy.
- Community Services Team Shire of Kulin, responsible for external communication with the local government area.
- Bushfire Risk Management Planning Coordinator, Shire of Kulin, responsible for operational-level communication between the Shire and the Department of Fire and Emergency Services.

o Key Stakeholders for Communication

The following table identifies key stakeholders in BRM planning process, its implementation and review. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

Who is the stakeholder?	What is their role or interest that makes them a stakeholder? Consider if they are an asset owner, land owner or manager, treatment manager or interested party.	BRM Plan will impact? How the Plan will impact each stakeholder (High, Medium or Low).	What level of engagement is necessary for the stakeholder? Inform, consult, involve, collaborate or empower?
Shire of Kulin	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager	High	Inform, consult, involve, collaborate and empower
Department of Fire and Emergency Services	Significant role in plan and treatment development, implementation and review. Support role in treatment Implementation.	High	Inform, consult, involve and collaborate
Department of Biodiversity, Conservation and Attractions	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager	High	Inform, consult, involve, collaborate and empower
Main Roads WA	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Low	Inform, consult, involve and collaborate
Office of Bushfire Risk Management	Significant role in plan development, implementation and review.	Medium	Inform, consult and collaborate
Telecommunication providers	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
Department of Planning, Lands and Heritage, Development WA & Landgate	Role in plan and treatment development, implementation and review.	Medium	Inform, consult, involve and collaborate
Water Corporation & the Department of Water	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
Western Power	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest	Medium	Inform, consult, involve and collaborate
Arc Infrastructure	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest	Low	Inform, consult, involve and collaborate

Private Land Owners	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as land owners/managers	High	Inform, consult, involve, collaborate and empower
Bushfire Brigades and other Emergency Services Volunteers	Significant role in plan and treatment development, implementation and review. Assist in risk identification and treatment works.	High	Inform, consult, involve and collaborate
Shire of Kulin Bushfire Advisory Committee	Role in plan development, implementation and review. Actively assist in risk identification and treatment works. Empower to actively engage with community and identify/treat risks.	High	Inform, consult, involve and collaborate
Local Emergency Management Committee	Role in plan development, implementation and review.	Medium	Inform, consult, involve and collaborate
Traditional Owners, Ballardong ILUA, South West Aboriginal Land and Sea Council & Department of Aboriginal Affairs	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as land owners/managers. NOTE: Contact will be made when and if appropriate.	Medium	Inform, consult and involve
Shire of Kulin Communities	Role in plan implementation and review	Medium	Inform, consult and involve

14. Communications Log – Development of the BRM Plan and Treatment Schedule

This Communications Log captures the communications with key internal and external stakeholders that occurred during the development of the BRM Plan and associated Treatment Schedule. Record any significant conversations, community engagement events, emails, meetings, presentations, workshops and other communication initiatives.

Timing of communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Development of the BRM Plan						
29/07/2022	Shire of Kulin CEO Manager of Works	Initial contact and introduction	Initial contact and introduction	Face-to-face	No	No
July/August 2022	DBCA	1-3, 5	Seeking data and information about flora, fauna and TECs/PECs. Replies for Flora and Fauna received.	Email	No	No
August 2022	Deputy CBFCO (CBFCO retired)	1-3, 5	Initial contact and introduction and discussion about the Shire's brigades	Face-to-face	No	No
July/August 2022	CBH	1-3, 5	Seeking data and information around bushfire risk to CBH infrastructure. CBH Replied 3/08/2022	Email	No	No
July 2022	Water Corp	1-3, 5	Seeking data and information around bushfire risk to watercorp infrastructure. Generic response back which was state based information rather than Shire/site specific.	Email	No	No

July/August 2022	DPLH	1-3, 5	Seeking data and information around bushfire risk to aboriginal cultural heritage. Awaiting response back at this stage.	Email	No	No
June-August 2022	DFES	1-3, 5	Seeking data and information from GIS, plan development etc	Email	No	No
October 2022	Shire of Kulin staff	1-3, 5	Seeking information about the Shire for the plan development	Email	No	No
December 2022	CEO	1-3, 5	Sent plan for initial review along with treatment plan	Email	No	Yes – still needs to review and provide any comments
December 2023	CEO, DFES	2	Update of treatment schedule	Email, phone	No	No

Development of the Treatment Schedule

November 2022	DFES		Options for treatments including DFES UCL/UMR sites	Face-to-face	No	No
December 2022	CEO	1-3, 5	Sent plan for initial review along with treatment plan	Email	No	Yes – still needs to review and provide any comments
December 2023	DFES, CEO	2	Additional treatments added	Email, phone	No	No

15. Communications Plan – Implementation and Review of the BRM Plan

This Communications Plan outlines the key communication initiatives that will be undertaken during the implementation and review of the BRM Plan.

Timing of communication	Stakeholders	Communication Objective(s)	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring and Evaluation Method
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Implementation of the BRM Plan

Life of the Plan	Shire of Kulin CEO, Senior Leadership Team and Council	All (1 – 5)	Email Face to face meeting Telephone	Inform and consult Confirm accountability and responsibilities. Progress update Issue identification Action plans	CEO or Delegate (BRPC/BRMC)	Time constraints Availability Lack of understanding Budget (for LG mitigation)	Planning and time management Clear purpose Targeted communication Regular updates	Feedback Q & A Level of support received
Bi-annually and as required	Office of Bushfire Risk Management (OBRM)	1 – 2	Email Telephone Reports	Continuous improvement Governance and compliance	CEO or Delegate (BRPC/BRMC)	Time Conflicting priorities	Plan communication	Feedback
Bi-annually and as required	BFAC, LEMC, ROAC, CBFCCO, Captains & CESM	All (1 – 5)	Email Face to face meeting Telephone	Report on progress to plan Report on issues and constraints	CEO or Delegate (CESM/BRPC/BRMC)	Volunteer availability Time Lack of understanding	Collate data Report on performance to plan Compliance Keep informed	Feedback Level of engagement Issues identified and actions
Life of the Plan	Shire of Kulin Works Manager and CESM	1 – 3 & 5	Email Face to face meeting Telephone	Reduction of fuel loads on Shire managed lands Upgrade strategic firebreaks Planned works identified	CEO or Delegate (CESM/BRPC/BRMC)	Time limitations Communication from stakeholders LG on completion works	Clarify intentions of plan Planning of communications Regular updates	Treatments applied Feedback received on treatments Risk ratings reduced
As required	Dept of Fire and Emergency Services (DFES) – Regional Office	1 – 3	Email Face to face Telephone	UCL/UMR Management Status and progress reporting Treatment gaps and issues to be addressed	CEO or Delegate (CESM/BRPC/BRMC)	Time limitations Conflicting priorities	Schedule communication opportunities	Identify planned works Improvement opportunities identified and

				Continuous improvement Information sharing Identification of other planned works Identification of funding opportunities				implemented Issues addressed
Bi-annually and as required	Dept of Biodiversity, Conservation and Attractions	1 – 3 & 5	Email Face to face meetings Telephone	Confirmation of environmental assets Development of treatment options	CEO or Delegate (CESM/BRPC/BRMC)	Resource constraints may limit ability to participate Willingness to release 'confidential' data	Clarify intention of plan Provide undertaking regarding release of confidential data Restrict release of information and document in plan	Level of engagement Environmental assets in BRMS
Annually and as required	Stakeholders (Landowners and/or Land Managers)	1 – 3 & 5	Email Face to face meetings Telephone Community engagement meetings	Inform and consult Confirm accountability and responsibility Plan Status and progress Treatment status Gaps and issues to be addressed	CEO or Delegate (CESM/BRPC/BRMC)	Availability Time Loss of commitment Access to treatment resources Funding	Plans to share information Negotiations conducted Communicate funding opportunities when available	Feedback Commitment to implement controls Treatments completed
Annually and as required	Stakeholders (Other)	1 – 3 & 5	Face to face meetings Telephone Email Community engagement	Inform and consult Confirm accountability and responsibility Plan Status and progress Treatment status Gaps and issues to be addressed	CEO or Delegate (CESM/BRPC/BRMC)	Availability Time Loss of commitment Access to treatment resources Funding	Plans to share information Negotiations conducted Communicate funding opportunities when available	Commitment to implement controls Treatments completed Feedback
Bi-annually as required prior/post to fire season	Community	5	Newsletter Website Social media	Continuous improvement	CEO or Delegate (CESM/BRPC/BRMC)	Time Conflicting priorities	Communications plan	Feedback Q & A

Review of the BRM Plan

Bi-annually and as required	Shire of Kulin CEO, Senior Leadership Team and Council	4 & 5	Face to face meetings Telephone Email	Governance and compliance Review, monitoring and reporting to Council Status update Continuous improvement	CEO or Delegate (BRPC/BRMC)	Inadequate reporting and recording of information	BRPC/BRMC & BRMO to record data and information appropriately	Feedback Planned works completed Reporting & Statistics Risk ratings reduced
Life of the Plan – 5 Yearly (LG, DFES & OBRM)	OBRM & Shire of Kulin	4 & 5	Face to face meetings Telephone Email Written reporting	Report on actions and status of BRMP Continuous improvement	CEO or Delegate (BRPC/BRMC)	Time LG capacity Conflicting priorities	Discuss with Shire Leadership Team Communications plan	Feedback on work Risk rating reductions Improvements identified and implemented
Bi-annually and as required	Shire of Kulin Works Manager and CESM	4 & 5	Face to face meetings Telephone Email	Report on actions and status of BRMP Continuous improvement	CEO or Delegate (BRPC/BRMC)	Time LG capacity Conflicting priorities	Communications plan	Feedback on work Risk rating reductions Improvements identified and implemented
Bi-annually and as required	Dept of Fire and Emergency Services (DFES) – Regional Office	4 & 5	Face to face meetings Telephone Email	Report on actions and status of BRMP UCL/UMR funding Continuous improvement	CEO or Delegate (BRPC/BRMC)	LG capacity Conflicting priorities Time	Communications plan	Feedback Risk rating reduction Improvements identified
Bi-annually and as required	BFAC, LEMC, ROAC, CBFCO, Captains & CESM	4 & 5	Email Face to face meeting Telephone	Report on progress to plan, issues and constraints Continuous improvement	CEO or Delegate (CESM/BRPC/BRMC)	Volunteer availability LG capacity Conflicting priorities Time	Communications plan Keep informed	Feedback Risk rating reductions Improvements identified

2 Yearly or as required	Stakeholders (Landowners and/or Land Managers)	4 & 5	Face to face meetings Telephone Email Community engagement Presentations Surveys	Status update Treatment success or need for improvement Continuous improvement	CEO or Delegate (CESM/BRPC/BRMC)	LG capacity Conflicting priorities Time Access to resources	Communications plan Keep informed	Regular feedback Risk rating reductions Improvements identified
2 Yearly or as required	Stakeholders (Other)	4 & 5	Face to face meetings Telephone Email Presentations Surveys	Status update Treatment success or need for improvement Continuous improvement	CEO or Delegate (CESM/BRPC/BRMC)	LG capacity Conflicting priorities Time Access to resources	Communications plan Keep informed	Regular feedback Risk rating reductions Improvements identified
Bi-annually as required prior/post to fire season	Community	5	Newsletter Website Social media Surveys	Continuous improvement	CEO or Delegate (CESM/BRPC/BRMC)	Time Conflicting priorities	Communications plan	Feedback Q & A

APPENDIX B

Bushfire Risk Management Planning – Local Government Wide Controls

This template is provided to record the programs and activities (controls) currently undertaken by local government and other stakeholders across the local government area in relation to managing bushfire risk. Refer to section 6.1 of the *Bushfire Risk Management Plan Template* and section 2.5.2 of the *Guidelines for Preparing a Bushfire Risk Management Plan*.

Control		Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments	
1	Current	Bushfire Risk Mitigation Planning Risk Analysis	Maintain and refine the BRMP	Shire of Kulin	Landowners, DFES and, DBCA	Treatment identification and planning for all high, very high and extreme risk assets within the Shire. Local fire brigades, community and other relevant parties should be advised of the plan and the overall risk profile of the Shire. Brigade or Chiefs should be educated on the specific asset risk register so that they are better educated in regards to what assets are most under threat or less so, etc.
2	Current	Shire of Kulin Bush Fire Notice (Bush Fires Act 1954)	Review annual notice. Publish annual notice. Inspections in accordance with annual notice	Shire of Kulin	CBFCO, FCO, Captains, CESM and the public	Published Annually. Inspect local properties - 'Fire Access Track' has the same meaning as 'Fire Break', in the Bush Fires Act 1954
3	Current	Shire of Kulin Prohibited and Restricted burn times and issuing of permits. (Bush Fires Act 1954)	Restricted and Prohibited Burn Times set the requirements that 'a permit to set fire to the bush' must be obtained	Shire of Kulin	CBFCO, FCO, CESM	Published Annually
4	Current	Harvest and Vehicle Movement Bans	Bans imposed when the CBFCO, FCO's and CESM are of the opinion that the use of engines, vehicles, plant or machinery is likely to cause/contribute to the spread of a bushfire	Shire of Kulin	CBFCO, FCO, CESM	A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government should weather conditions change. The Shire also maintains a Harvest Ban Hotline.
5	Recommended	Adequate ability for the revoking of permits when required and	Review communications strategy around revoking of permits when required to ensure that permit	Shire of Kulin	CBFCO, FCO	Timely action in the field is required when weather parameters change or resourcing is impacted due to fires and the need for revoking of permits is required as soon as

Control		Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments	
		issuing timely notices to community when Harvest and Vehicle Movement Bans are implemented with minimal time for notification.	holders are properly advised of the revoke and Harvest and Vehicle Movement Bans are implemented in the field as quickly as possible		possible. Contact should ideally always be possible with permit holders to ensure that revoking of permits can occur immediately as required. Good communication plan is required between Shire/FCO's and permit holders.	
6	Current	Local Emergency Management Arrangements and Bushfire Advisory Group	Local Emergency Management Plan	Shire of Kulin	WAPoL, DFES, DBCA, Dept of Education, Dept of Child Protection, St John Ambulance, CBFO, DEMC and OEM	Annual review of emergency plans and arrangements
7	Current	Local Planning Strategy	Requirement for new developments to complete a Fire Management Plan endorsed through the Dept of Fire and Emergency Services (if in a Bushfire Prone area)	Shire of Kulin	DFES	Where a Fire Management Plan has been endorsed by DFES and the Shire, the affected land owners will be responsible for the ongoing implementation of the "land owners' responsibilities" as specified in that Fire Management Plan
8	Current	Total Fire Bans	Restriction of activities that may cause or contribute to the spread of a bushfire	DFES	Shire of Kulin	A Total Fire Ban (TFB) is declared because of extreme weather conditions or when widespread fires are stretching firefighting resources. A TFB is declared by DFES following consultation with the LG
9	Current	State Planning Policy No 3.7	Planning in Bushfire Prone Areas	Department of Planning, Lands and Heritage	WA Planning Commission and Shire of Kulin	Land developers are required to implement a Fire Management Plan to ensure risk is managed and other controls implemented and monitored

Control		Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments	
10	Current	The Principal's guide to Bushfire -Department of Education	All schools should include their plan for dealing with bushfire as a part of their governance documentation	Department of Education	DFES	DoE / DFES MOU for assessment of schools in bushfire prone areas and provision of bushfire treatment planning and advice
11	Current	Shire Works Program	Slashing, mowing, and other such mechanical and chemical fuel management.	Shire of Kulin		
12	Current	FCO and Shire Pre and Post fire season meeting	Review and revise Bushfire Notice, discuss training requirements and other such related activities	Shire of Kulin, CBFCO, FCO	DFES	Good chance for review and check in for the Shire and FCO's in preparation for the upcoming fire season and regroup post fire with discussions on the next season plans being discussed also post season.
13	Recommended	Advertise and keep current the community the Response Vehicle Identifier Stickers for Private Vehicles program	Advertise (through newsletter/rates) and issue identifier stickers to private personnel who may use their vehicles in a fire incident	Shire of Kulin	DFES, CBFCO, FCO, Captains	To ensure appropriate access through an Emergency Services Only VCP, private firefighting equipment must have a Response Vehicle Identification sticker. This program also helps to educate private personnel about fire response and what equipment and PPE are required/recommended when they turn out.
14	Recommended	Public Education – Letters, Bushfire Preparedness, bushfire prone areas, BAL information	Send out information to landholders with rates notices or facebook, and other media options, about the Shire's bushfire risk, volunteer opportunities etc. Could be targeted based on risk assessment or generic.	Shire of Kulin	DFES, CBFCO, FCO, Captains	Needs to advise community that many of the properties in the Shire have been assessed as Extreme due to vegetation (even grassland/crops) being under 100m from their properties. Also if their properties are not built to current standards they could be at risk. Information on how they may improve their risk ratings.

APPENDIX C

Bushfire Risk Management Planning – Treatment Schedule

Treatment ID	Asset ID	Treatment Strategy	Treatment Type	Treatment Objective	Treatment Manager	Proposed Funding
22922	KULKL W0054	Preparedness	Fire Access Road / Track(s)	Create a 4m wide fire break/access track around the Jitarning townsite	Shire of Kulin	MAF
22690	KULKL W0324	Preparedness	Firebreak(s)	Firebreak along fenceline and around the tank to allow easier access for firefighters and asset protection. Currently vegetation is right up against the fence and the tank.	Shire of Kulin	MAF
21669	KULKLT 0025	Fuel Management	Mechanical Works	Mechanical Works to reduce thickness of the vegetation	Shire of Kulin	MAF
21668	KULKLT 0021	Fuel Management	Mechanical Works	Mechanical works to parkland clear 30m buffer around the caravan park edge. Buffer to create a safer edge for follow up burning to occur in bush to the east of the mechanical works.	Shire of Kulin	MAF
21667	KULKLT 0006	Fuel Management	Mechanical Works	Mechanical Works/Parkland clear vegetation to remove grassy weeds and wild oats.	Shire of Kulin	Operational Budget
21666	KULKLT 0020	Fuel Management	Mechanical Works	Parkland Clear vegetation adjacent to emergency centre	Shire of Kulin	MAF
21567	KULKLC 0046	Fuel Management	Mechanical Works	Mechanical vegetation modification and/or Prescribed Burn to reduce fuel loads	Shire of Kulin	MAF
22889	KULKLT 0021	Fuel Management	Planned Burning	Prescribed burn to reduce fuel loads along the road and near the caravan park.	DFES Narrogin	UCL / UMR
21600	KULKL W0055	Fuel Management	Mechanical Works	Parkland clear 30m buffer around houses and hall site.	DFES Narrogin	UCL / UMR

Treatment ID	Asset ID	Treatment Strategy	Treatment Type	Treatment Objective	Treatment Manager	Proposed Funding
26857	KULKL W0051	Preparedness	Fire Access Road / Track(s)	Create 4m wide fire access tracks in the reserve to the east of the Dudinin townsite to allow for fire vehicle access and to break the reserve into cells for future hazard reduction burning.	Shire of Kulin	MAF
26855	KULKL W0053	Fuel Management	Planned Burning	Conduct a hazard reduction burn to the western half of the reserve on the western side of the Dudinin townsite.	Shire of Kulin	MAF
26853	KULKL W0053	Fuel Management	Mechanical Works	Parkland clear a 30m wide strip on the western and southern sides of the recreation centre to increase the separation distance between vegetation and the asset.	Shire of Kulin	MAF
26852	KULKL W0053	Preparedness	Fire Access Road / Track(s)	Create a 4m wide fire access track to allow for access to fire appliances in case of emergency and to use as a firebreak for future planned burns.	Shire of Kulin	MAF

Treatments 22922 and 21600 – Jitarning Townsite

Blue line represents Treatment 22922 – Fire break around townsite. Yellow MW shading is DFES managed Mechanical Works to park land clear. Other option is to undertake prescribed burning.



Treatments 22690 and 21669 – Water Tank on Beard Street

Blue line represents Treatment 22690 – Fire break around tank and along fence line. Yellow PB shading is recommended prescribed burn once fire break and vegetation around tank has been cleared.



Treatment 21567 – Pingaring Townsite

Yellow MW shading is recommended parkland clearing/vegetation management around standpipe and adjacent to residential housing



Treatment 21666 – Kulin Townsite – adjacent to Emergency Centre

Yellow MW shading is recommended parkland clearing/vegetation management as vegetation is quite thick in this patch along with grassy weeds



Treatment 21667 – Kulin Townsite – Old Caravan Park

Yellow MW shading is recommended parkland clearing/vegetation management to reduce grassy weeds.



Treatments 21668 and 22889 – Kulin Townsite – Caravan Park

Yellow MW shading is recommended parkland clearing/vegetation management directly adjacent to caravan park to reduce potential impacts from prescribed burn Treatment 22889 which is planned to be managed by DFES.



Treatments 26852, 26853, 26855 and 26857 – Dudinin Townsite

Yellow PB shading is to conduct a planned burn on the western side of the townsite. Yellow line around the recreation centre is to parkland clear a 30m wide buffer to increase the separation distance between the assets and vegetation. Purple lines indicate fire access tracks on the western and eastern sides of the townsite to allow for better emergency vehicle access and for future planned burning.



APPENDIX D



Department of Biodiversity,
Conservation and Attractions

CONSERVATION CODES

For Western Australian Flora and Fauna

Threatened, Extinct and Specially Protected fauna or flora ¹are species² which have been adequately searched for and are deemed to be, in the wild, threatened, extinct or in need of special protection, and have been gazetted as such.

The Wildlife Conservation (Specially Protected Fauna) Notice 2018 and the Wildlife Conservation (Rare Flora) Notice 2018 have been transitioned under regulations 170, 171 and 172 of the Biodiversity Conservation Regulations 2018 to be the lists of Threatened, Extinct and Specially Protected species under Part 2 of the Biodiversity Conservation Act 2016.

Categories of Threatened, Extinct and Specially Protected fauna and flora are:

T Threatened species

Listed by order of the Minister as Threatened in the category of critically endangered, endangered or vulnerable under section 19(1) or is a rediscovered species to be regarded as threatened species under section 26(2) of the Biodiversity Conservation Act 2016 (BC Act).

Threatened fauna is that subset of 'Specially Protected Fauna' listed under schedules 1 to 3 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018 for Threatened Fauna.

Threatened flora is that subset of 'Rare Flora' listed under schedules 1 to 3 of the Wildlife Conservation (Rare Flora) Notice 2018 for Threatened Flora.

The assessment of the conservation status of these species is based on their national extent and ranked according to their level of threat using IUCN Red List categories and criteria as detailed below.

CR **Critically endangered species**

Threatened species considered to be "facing an extremely high risk of extinction in the wild in the immediate future, as determined in accordance with criteria set out in the ministerial guidelines".

Listed as critically endangered under section 19(1)(a) of the BC Act in accordance with the criteria set out in section 20 and the ministerial guidelines. Published under schedule 1 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018 for critically endangered fauna or the Wildlife Conservation (Rare Flora) Notice 2018 for critically endangered flora.

EN **Endangered species**

Threatened species considered to be "facing a very high risk of extinction in the wild in the near future, as determined in accordance with criteria set out in the ministerial guidelines".

Listed as endangered under section 19(1)(b) of the BC Act in accordance with the criteria set out in section 21 and the ministerial guidelines. Published under schedule 2 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018 for endangered fauna or the Wildlife Conservation (Rare Flora) Notice 2018 for endangered flora.

VU Vulnerable species

Threatened species considered to be "facing a high risk of extinction in the wild in the medium-term future, as determined in accordance with criteria set out in the ministerial guidelines".

Listed as vulnerable under section 19(1)(c) of the BC Act in accordance with the criteria set out in section 22 and the ministerial guidelines. Published under schedule 3 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018 for vulnerable fauna or the Wildlife Conservation (Rare Flora) Notice 2018 for vulnerable flora.

Extinct species

Listed by order of the Minister as extinct under section 23(1) of the BC Act as extinct or extinct in the wild.

EX **Extinct species**

Species where "there is no reasonable doubt that the last member of the species has died", and listing is otherwise in accordance with the ministerial guidelines (section 24 of the BC Act).

Published as presumed extinct under schedule 4 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018 for extinct fauna or the Wildlife Conservation (Rare Flora) Notice 2018 for extinct flora.

EW **Extinct in the wild species**

Species that "is known only to survive in cultivation, in captivity or as a naturalised population well outside its past range; and it has not been recorded in its known habitat or expected habitat, at appropriate seasons, anywhere in its past range, despite surveys over a time frame appropriate to its life cycle and form", and listing is otherwise in accordance with the ministerial guidelines (section 25 of the BC Act). Currently there are no threatened fauna or threatened flora species listed as extinct in the wild. If listing of a species as extinct in the wild occurs, then a schedule will be added to the applicable notice.

Specially protected species

Listed by order of the Minister as specially protected under section 13(1) of the BC Act. Meeting one or more of the following categories: species of special conservation interest; migratory species; cetaceans; species subject to international agreement; or species otherwise in need of special protection.

Species that are listed as threatened species (critically endangered, endangered or vulnerable) or extinct species under the BC Act cannot also be listed as Specially Protected species.

MI **Migratory species**

Fauna that periodically or occasionally visit Australia or an external Territory or the exclusive economic zone; or the species is subject of an international agreement that relates to the protection of migratory species and that binds the Commonwealth; and listing is otherwise in accordance with the ministerial guidelines (section 15 of the BC Act).

Includes birds that are subject to an agreement between the government of Australia and the governments of Japan (JAMBA), China (CAMBA) and The Republic of Korea (ROKAMBA), and fauna subject to the Convention on the Conservation of Migratory Species of Wild Animals (Bonn Convention), an environmental treaty under the United Nations Environment Program. Migratory species listed under the BC Act are a subset of the migratory animals, that are known to visit Western Australia, protected under the international agreements or treaties, excluding species that are listed as Threatened species.

Published as migratory birds protected under an international agreement under schedule 5 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018.

CD **Species of special conservation interest (conservation dependent fauna)**

Fauna of special conservation need being species dependent on ongoing conservation intervention to prevent it becoming eligible for listing as threatened, and listing is otherwise in accordance with the ministerial guidelines (section 14 of the BC Act).

Published as conservation dependent fauna under schedule 6 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018.

OS Other specially protected species

Fauna otherwise in need of special protection to ensure their conservation, and listing is otherwise in accordance with the ministerial guidelines (section 18 of the BC Act).

Published as other specially protected fauna under schedule 7 of the Wildlife Conservation (Specially Protected Fauna) Notice 2018.

p Priority species

Possibly threatened species that do not meet survey criteria, or are otherwise data deficient, are added to the Priority Fauna or Priority Flora Lists under Priorities 1, 2 or 3. These three categories are ranked in order of priority for survey and evaluation of conservation status so that consideration can be given to their declaration as threatened fauna or flora.

Species that are adequately known, are rare but not threatened, or meet criteria for near threatened, or that have been recently removed from the threatened species or other specially protected fauna lists for other than taxonomic reasons, are placed in Priority 4. These species require regular monitoring.

Assessment of Priority codes is based on the Western Australian distribution of the species, unless the distribution in WA is part of a contiguous population extending into adjacent States, as defined by the known spread of locations.

1 Priority 1: Poorly-known species

Species that are known from one or a few locations (generally five or less) which are potentially at risk. All occurrences are either: very small; or on lands not managed for conservation, e.g. agricultural or pastoral lands, urban areas, road and rail reserves, gravel reserves and active mineral leases; or otherwise under threat of habitat destruction or degradation. Species may be included if they are comparatively well known from one or more locations but do not meet adequacy of survey requirements and appear to be under immediate threat from known threatening processes. Such species are in urgent need of further survey.

2 Priority 2: Poorly-known species

Species that are known from one or a few locations (generally five or less), some of which are on lands managed primarily for nature conservation, e.g. national parks, conservation parks, nature reserves and other lands with secure tenure being managed for conservation. Species may be included if they are comparatively well known from one or more locations but do not meet adequacy of survey requirements and appear to be under threat from known threatening processes. Such species are in urgent need of further survey.

3 Priority 3: Poorly-known species

Species that are known from several locations, and the species does not appear to be under imminent threat, or from few but widespread locations with either large population size or significant remaining areas of apparently suitable habitat, much of it not under imminent threat. Species may be included if they are comparatively well known from several locations but do not meet adequacy of survey requirements and known threatening processes exist that could affect them. Such species are in need of further survey.

4 Priority 4: Rare, Near Threatened and other species in need of monitoring

(a) Rare. Species that are considered to have been adequately surveyed, or for which sufficient knowledge is available, and that are considered not currently threatened or in need of special protection but could be if present circumstances change. These species are usually represented on conservation lands.

(b) Near Threatened. Species that are considered to have been adequately surveyed and that are close to qualifying for vulnerable but are not listed as Conservation Dependent.

(c) Species that have been removed from the list of threatened species during the past five years for reasons other than taxonomy.

¹The definition of flora includes algae, fungi and lichens

²Species includes all taxa (plural of taxon - a classificatory group of any taxonomic rank, e.g. a family, genus, species or any infraspecific category i.e. subspecies or variety, or a distinct population).



Our Ref: 23/255415
Your Ref:

Alan Leeson
Chief Executive Officer
Shire of Kulin
PO Box 125
Kulin WA 6365

Dear Mr Leeson

ENDORSEMENT OF BUSHFIRE RISK MANAGEMENT PLAN

Thank you for providing the Shire of Kulin Bushfire Risk Management Plan 2024-2029 (BRM) received by the Office of Bushfire Risk Management (OBRM) on 18 December 2023.

I am pleased to inform you that the Shire of Kulin BRM Plan has been endorsed by OBRM. This signifies the BRM Plan meets the standard required by the Guidelines for Preparing a Bushfire Risk Management Plan (the Guidelines). The BRM Plan should now be presented to Council for approval. It would be appreciated if you would advise OBRM when this occurs.

As described in the Guidelines, the Shire of Kulin is obligated to submit an annual report to OBRM, outlining the progress made in implementing the BRM Plan by the end of each financial year. This report is generated using the Bushfire Risk Management System and detailed instructions for report submission will be provided closer to the due date.

I thank you for the Shire's commitment to managing bushfire risk and wish you well in implementing the Shire's BRM Plan.

Yours sincerely

Lincoln Marissen
A/DIRECTOR OBRM
2nd January 2024



All correspondence to be addressed to:
Chief Executive Officer
PO Box 125 KULIN WA 6365
p: 08 9880 1204 f: 08 9880 1221
e: enquiries@kulin.wa.gov.au
www.kulin.wa.gov.au

14 December 2023

Office of Bushfire Risk Management
Department of Fire and Emergency Services
20 Stockton Bend
Cockburn Central WA 6164

To whom it may concern,

Re: Request for endorsement of Bushfire Risk Management Plan – Shire of Kulin

Please refer to attached "Draft" of the Shire of Kulin Bushfire Risk Management Plan 2024-2029. I wish to formally request the endorsement of the Plan by the Office of Bushfire Risk Management.

Subsequent to endorsement by OBRM, it is anticipated the Plan will be presented to Council for "Adoption" at its Ordinary Meeting of Council on February 21 2024. Thanking you in anticipation.

Yours faithfully

Alan James Leeson
Chief Executive Officer

GENERAL COMPLIANCE CHECKLIST DECEMBER 2023

Class	Task	Date	Frequency	Detail	Yes/No
Governance	Electors Meeting	1/10/2023		Annual Electors Meeting to be held within 56 days of acceptance of the Annual Report by Council.	Yes
Governance	IntPlan - Corporate Business Plan Quarterly Report	31/08/2023		Review CPB actions and report to Council meeting	
Governance	Annual Report - if not adopted previously	31/12/2023	Annual	Annual Report required to be accepted by Council (absolute majority) prior to 31 December and contains information prescribed	Yes
MESS	Email Signatures	1/12/2023	Annual	Update email signatures when date of KBR is confirmed	No
Governance/MESS	Ordinary Council Meeting Dates	1/02/2023		Advertise meeting dates for next year as per LGA	Yes
CEO	LEMC Meeting - June Dec	31/12/2023	Twice Year	LEMAC Meeting	No
Governance/CEO	Audit Committee to Meet Quarterly	December	Quarterly	Include agenda for December Council Meeting	Yes
EMFS	Grants Commission - report	Nov	Annual	Grants Commission Statistical report due 31 Jan	Yes
EMW	Vegetation Control	1/12/2023		Spray road side suckers – Dec – Feb	Ongoing
EMW	Bush Races Stickers Update - Feb	1/02/2023	Annual		No
OHS	Administration Building Monthly Inspection	30/11/2023	Monthly	Trish	Yes
TO	Occupational Health Safety Meeting	31/12/23	Quarterly	Occ Health Safety Committee meeting - review all incidents accidents and commence 1/2 yearly inspections - make recommendations for Budget. Report applicable accidents to Worksafe.	Yes
MESS	Carpet cleaning	1/12/2023	Annual		Yes
CRC	Australia Day Function planning	31/12/2023	Annual	Early preparation of Australia Day function & early advertising - selection of Council events etc. - report to Council	N/A
SPM	Swimming Pool Water Sampling	1/12/2023	Oct>Apr	due once a month in opening season	Yes
EHO	Create and order waste and recycling calendar	15-Dec	Annual		Yes
EHO	Swimming Pool and Spa Inspections	12-Dec	4Yearly	Inspect private swimming pools and spas once every 4 years – due 2024	N/A

GENERAL COMPLIANCE CHECKLIST JANUARY 2024

Class	Task	Date	Frequency	Detail	Yes/No
Governance/MESS	Gifts Register	01/01/24	Monthly	Update Gifts register with new entries, includes election gifts and notifiable gifts	Yes
Governance/MESS	Financial Interests	01/01/24	Annual	Check to see all past Councillor's and Staff's Financial Interests declarations have been removed from the archive Register of Financial Interests after 5 years following their departure	Yes
Governance/MESS	Financial Interests declaration	01/01/24	Biannual	New Councillors to lodge with the CEO a Primary Financial Interests Return within 3 months of appointment/election	Yes
Governance/MESS	Records Archive	01/01/24	Annual	Review, archive and destroy non-permanent records	Yes
Governance/CEO	Legal Authorisations Review	01/01/24	Annual	Review and confirm authorised officers for legal matters eg Dog Act (to be gazetted) File Ref: 19.03	Yes
Governance/CEO	Compliance Audit Return	31/01/24	Annual	Commence process - Complete Compliance Audit Return - Submit to Council Jan/Feb - Due at DLG by 31st March	No
Governance/CEO	Authorisations	31/01/24	Annual	Appointment of Authorised Officers for the purposes of the Dog Act 1976	Yes
Governance/CEO	LEMC and Shire Emergency Management Plans	31/01/24	Annual	Review LEMC and Shire Emergency Management Plans - and every 5 years - last complete June 2023	Yes
EMFS	Reimburse Members Travelling		6 Monthly	July - Dec 2023	Yes
EMFS	Fair Value Calculations and Inclusion in reporting	31/01/24	Annual	Calculation of Fair Value and record in Accounts - Plant & Equipment, land & Property, Infrastructure - as required	Yes
EMFS	Budget Review - required between 1 January and 28 February	31/01/24	Annual	Prepare a statement of financial activity for the period under review with comparatives of actual year to date results.	Yes
Finance	CKC Cropping Lease	31/01/24	Annual	Invoice for calendar year as per agreement DK14	Yes
CRC	Australia Day	26/01/24	Annual	Determine event / awards if applicable	Yes
EMW	Vegetation Control	1/01/2024	Dec-Feb	Spray road side suckers - Dec - Feb	Ongoing
EMW	Standpipes	1/01/2024	Annual	Review 5 year anode replacement for rhino galv tanks - last done December 2018	2024/25
EMW	Road Construction & Maintenance Review	1/01/2024	Monthly	Review previous month road construction and maintenance - complete recoups, MRD line marking requests, MRD Form 8 etc. as required - Advise EMFS of invoices required for MRD and private works recovery - complete report to CEO/Council	Yes
EMW	Christmas decorations removal	05/01/24	Annual	Liaise with Town Maintenance staff	Yes
EMW	Fire extinguishers service	31/01/24	Biannual	Fire extinguishers service	Yes
EMW	Spray caltrop golf course	Summer rain		As required	N/A
EMCS	CRC Reporting - MSC Report	January	6 monthly	Submitted	Yes
EMCS	CRC Reporting - Statistical Report	January	6 monthly	Submitted	Yes
OHS	Administration Building Monthly Inspection	31/01/2024	Monthly	Annie	Yes
FRC	Monthly Stock on Hand		Monthly	Report to EMFS	Yes