

Notice of Meeting

Councillors: Please be advised that the next meeting of the

Kulin Shire Council

will be held on **Wednesday 15 October 2025 at 4:00pm**

Concept Forum
Afternoon Tea
Council Meeting
Dinner

1:00pm
3:15pm
4:00pm
6:30pm



Peter Clarke
Acting Chief Executive Officer
10 October 2025



DISCLAIMER: The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used. Please note this agenda contains recommendations, which have not yet been adopted by Council.

ORDER OF BUSINESS

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- 14 MEETING IS CLOSED TO THE PUBLIC**
 - 14.1 Confidential Items (Meeting Closed to the Public)
 - 14.2 Confidential Item (Meeting Closed to the Public)

1 DECLARATION OF OPENING

The President declares the meeting open.

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

In accordance with Section 5.23A of the Local Government Act 1995, and Part 2A of the Local Government (Administration) Regulations 1996, this Council meeting is being digitally recorded (audio). All recordings will be retained as part of the Shire of Kulin's records and will be made available to the public via Council's website, excluding recordings of matters that Council take Behind Closed Doors.

3 RECORD OF ATTENDANCE

ATTENDANCE

G Robins	President
B Smoker	Deputy President
J Noble	Councillor
C Mullan	Councillor
R Bowey	Councillor
B Miller	Councillor
M Lucchesi	Councillor
P Clarke	Acting Chief Executive Officer
F Murphy	Executive Manager Financial Services
C Lewis	Executive Manager of Governance and Risk
J Hobson	Executive Manager of Works
N Thompson	Manager Executive Support Services

APOLOGIES

Nil

LEAVE OF ABSENCE

T Gangell	Councillor
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4 DECLARATION OF INTEREST BY MEMBERS

- 4.1 Declarations of Financial Interest
- 4.2 Declarations of Proximity Interest
- 4.3 Declarations of Impartiality Interest
- 4.4 Declarations of Indirect Financial Interest

5 PUBLIC QUESTION TIME

6 APPLICATIONS FOR LEAVE OF ABSENCE

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

- 7.1 Shire of Kulin Ordinary Meeting - Minutes 17 September 2025

8 PRESENTATIONS / DEPUTATIONS

Nil

9 AGENDA BUSINESS - MATTERS REQUIRING DECISION

9.1 List of Accounts Paid During the Month of September 2025

Responsible Officer:	Acting Chief Executive Officer
File Reference:	12.06
Author:	Executive Manager Financial Services
Strategic Reference:	12.01
Disclosure of Interest:	Nil
Attachment:	September 2025 List of Accounts

SUMMARY:

For Council to note the list of accounts paid from the municipal fund and the trust fund and payments made using purchasing cards under the Chief Executive Officer's delegated authority during the month of September 2025.

BACKGROUND & COMMENT:

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council each month. The table below summarises the payments made during September 2025.

September 2025	
Fund	Amount
Municipal	\$594,349.30
Trust	0.00
Total	\$594,349.30

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* requires a list of payments made using credit, debit or other purchasing cards to be prepared and presented to Council each month. A list of payments made using credit, debit and other purchasing cards in September 2025 is attached.

FINANCIAL IMPLICATIONS:

Expenditure is in accordance with the Annual Budget as adopted or amended by Council.

STATUTORY AND PLANNING IMPLICATIONS:

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (3) A list prepared under subregulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

13A. Payments by employees via purchasing cards

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council note,

1. the list of accounts paid from the Municipal and Trust accounts during the month of September 2025, totalling \$594,349.30 as attached; and
2. the list of payments made using credit, debit and purchasing cards in September 2025.

VOTING REQUIREMENTS:

Simple majority required.

9.2 Financial Reports – September 2025

Responsible Officer:	Acting Chief Executive Officer
File Reference:	12.06
Author:	Executive Manager Financial Services
Strategic Reference:	12.01
Disclosure of Interest:	Nil
Attachment:	September 2025 Monthly Financial Statements

SUMMARY:

Council is provided with the monthly financial reports for the month ended 30 September 2025.

BACKGROUND & COMMENT:

The monthly financial reports includes:

- an update on revenue and expenditure in comparison to the annual budget;
- a statement of financial position;
- basis of preparation;
- an explanation of material variances (greater than \$10,000 and 10%) is included in the monthly financial report
- other supplementary financial information relevant to the report month

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Local Government Act 1995 s6.4

Under the *Local Government (Financial Management) Regulations 1996*:

34. Financial activity statement required each month

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the relevant month; and
 - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
- (1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).
- (1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity must be shown according to nature classification.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

35. Financial position statement required each month

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month and —
 - (a) the financial position of the local government as at the last day of the previous financial year; or
 - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- (2) A statement of financial position must be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

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 period ending 30 September 2025, as presented.

VOTING REQUIREMENTS:

Simple majority required.

9.3 Transfer of Pingaring Water Tank – Water Corporation to Shire of Kulin (Reserve 18926) and Progressing Upgrade to Inlet Pipe via Department of Water & Regulation Grant Funding

Responsible Officer:	Acting Chief Executive Officer
File Reference:	32.01
Author:	Peter Clarke ACEO SIP 3 Environment Goal 9: Protection of Natural and Built Assets – 9.5
Strategic Reference:	Drought Preparedness (Pingaring)
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

To update Council on the progress of transferring the Pingaring Water Tank from Water Corporation to the Shire of Kulin and additional work with the Department of Water and Environmental Regulation to secure grant funding for the upgrade of the Inlet Pipe from the catchment area to the Pingaring Tank.

BACKGROUND & COMMENT:

At the April 2025 OCM the CEO presented a report on the potential transfer of the Pingaring Tank to the Shire of Kulin and recommending the following:-

“That Council accepts the transfer of a water tank from the Water Corporation, and authorises the Chief Executive Officer to execute Asset Transfer Deed (as circulated) to facilitate the transfer of ownership of the tank to the Shire of Kulin, in support of enhanced water infrastructure, rainfall capture, drought resilience, and community benefit”.

Council resolved the following in respect to the above:-

07/0425

Moved Cr Smoker Seconded Cr Noble that Council defer Item 9.5 until the May 2025 Ordinary Meeting.

Carried 7/0

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

Against – Nil

Council deferred this item due to recent issues regarding the structural integrity of the inlet following recent rainfall.

At the August 2025 Concept Forum, the CEO provided further information with respect to the Pingaring Tank:-

In July 2025, Water Corporation's Inspection and Condition Assessment Unit conducted a visual structural inspection of the tank using drone-based technology (Elios 3 internal cage drone and Matrice 4E UAV), to confirm the asset's condition prior to handover.

Key findings from the inspection included:

- *The concrete tank structure, both internal and external, was found to be visually sound, with no major evidence of concrete cracking or material loss. However, this was a visual-only assessment, and no core sampling or sounding tests were undertaken.*
- *The galvanised steel roof sheeting has deteriorated significantly, with several sheets missing or loose and widespread corrosion. Large openings now exist in the roof structure, compromising water quality and protection.*
- *The steel support columns are partially corroded, particularly at the baseplates. The existing petrolatum wrap has deteriorated, concealing further potential corrosion underneath. The columns require further invasive assessment, including wrap removal and ultrasonic thickness testing.*
- *Roof purlins also show localised corrosion, but coating remains intact in many areas.*
- *The concrete pedestals supporting the roof structure appear undamaged.*
- *Of particular note, there are **significant water retention and leakage issues affecting both the tank itself and the inlet infrastructure**, which raise concerns about the tank's capacity to hold water effectively without remedial works.*

In parallel, the Department of Water and Environmental Regulation (DWER) has had contractors on site to examine structural remediation solutions, with a focus on the tank roof, inlet structure, and water containment issues. A technical summary of this work is expected in the coming days and will provide further clarity on required remediation strategies.

Given the issues identified, the following steps are proposed before bringing the matter back to Council for a final decision:

- *Obtain costed remediation options addressing:*
 - *Roof repair or removal*
 - *Support column refurbishment or replacement*
 - *Inlet infrastructure restoration*
 - *Sealing or resurfacing works to address internal leakage*
- *Confirm intended future use scenarios (e.g. open reservoir vs enclosed tank; firefighting vs non-potable supply).*
- *Seek advice from DWER on potential funding assistance for required works.*
- *Maintain dialogue with the Pingaring community to ensure the project retains local support and aligns with long-term community benefit expectations.*

While the tank remains a valuable heritage asset with significant potential as a strategic water supply, it is now evident that substantial structural and water containment issues must be addressed to ensure its long-term usability. The project cannot proceed on a minimal-cost basis, and targeted investment will be required to return the infrastructure to a functional standard.

A further report will be brought to Council once DWER's engineering advice is received and preliminary costings are confirmed. Unofficially, DWER have indicated the costs of structural repairs will be funded by them. This will be confirmed before the matter is brought back to Council for formal consideration.

Since that time, the Shire of Kulin has worked closely with the Department of Water and Environmental Regulation (DWER) and secured external funding to fully renew the inlet pipe system and headwall structure. These works include:

- Replacement of the old, cracked 180m DN550 reinforced concrete pipeline with new DN600 RCP
- Installation of mass concrete anchor blocks and full reconnection to the existing tank inlet
- Construction of a new structurally reinforced concrete headwall chemically anchored to the tank wall
- Implementation of a long-term vegetation and root-intrusion management plan.

It was determined through on-ground inspection and technical advice that the majority of water loss was occurring at the inlet, and not due to tank failure. While minor external seepage has been observed on the tank shell, Water Corporation and DWER have advised that external synthetic membrane sealing can be applied in future stages if required.

By prioritising remediation of the inlet system, the Shire has taken a logical and risk-based approach to restoring the functionality of the catchment-tank system before progressing with broader investment into the tank itself. This staged approach ensures captured water is no longer lost upstream and that any future tank sealing works will be worthwhile.

The tank remains structurally sound based on recent visual inspection by Water Corporation's engineering team, with no observed damage to the internal or external concrete structure. Roof repairs may be considered in future years but are not critical to immediate water storage use (the tank is gravity-fed into downstream infrastructure).

DWER have advised that it is imperative that Council formally resolve to proceed with the initial inlet pipe upgrades to ensure that funding is secured from DWER and to allow funding agreements to be processed. Also, without formal acknowledgement of Council's receptiveness in the transfer of the Pingaring Water Tank from Water Corporation to the Shire of Kulin, DWER would be reluctant to provide funding for the upgrade to the Inlet Pipe.

As Council will note from the Officer's Recommendation, a further matter has arisen in respect to vegetation clearing to enable contractors to access the 180-metre section from the Tank to the catchment area to install the new inlet pipe. A Native Vegetation Clearing Permit (NVCP) will most likely have to be obtained as the rare Pingaring Spider Orchid has been detected close to the proposed clearing area. It is hoped that a Clearing Permit exemption may be granted, however, this has yet to be established.

Staff are currently working with the Native Vegetation Section of DWER and also the Department of Biosecurity Conservation and Attractions (DBCA) regarding the protection of this species.

As an NVCP application will take considerable time to process, it is considered by DWER and Shire staff that in the first instance, it may be a better option to replace the inlet pipe for the first 20 metres from the tank, including repairs to the headwall. This section of inlet pipe is the most dilapidated section for water loss and once this section is replaced, together with the headwall works, water is expected to flow more freely into the tank.

FINANCIAL IMPLICATIONS:

There is no cost to acquire the tank asset.

Inlet pipe renewal and reconnection works are being funded externally.

Routine maintenance (eg. inspections, vegetation management) will be incorporated into the Shire's existing infrastructure operations budget.

Future sealing of the tank (if required) can be scoped and externally funded through DWER or similar programs.

Roof repairs are not presently funded and will be reviewed in future asset renewal cycles.

STATUTORY AND PLANNING IMPLICATIONS:

The tank is located on Crown Reserve 18926. Water Corporation is facilitating the formal transfer via Asset Transfer Deed, with no statutory impediments. The land use is consistent with historic use and the proposed continuation of non-potable water storage. No additional planning approvals are required.

POLICY IMPLICATIONS:

Nil. The transfer and ongoing management of the tank align with current Shire infrastructure policies.

COMMUNITY CONSULTATION:

The Pingaring community has been actively engaged and supportive of preserving this local water asset over the past two years. Community members have participated in site discussions, historical input, and alignment of priorities. The inlet upgrade and transfer reflect a shared vision between Council and the community.

WORKFORCE IMPLICATIONS:

Ongoing maintenance and inspections can be handled within the Shire's current staffing and operational structure. Short-term additional effort may be required to coordinate project close-out and integration of the asset into the Shire's management systems.

RECOMMENDATION:

That Council:

1. Acknowledges the successful funding negotiations with the Department of Water and Environmental Regulation (DWER) and that Council initially commences structural upgrade works to the Pingaring Tank headwall and inlet connecting pipework up to 20 metres east of the Tank;
2. Authorises the Chief Executive Officer to execute the Agreement and all associated documentation for the DWER funding application for the above works;
3. Recognises that the Shire of Kulin will have to meet all necessary Native Vegetation Clearing Permits associated with the installation of the new inlet pipe east of the above 20 metre section to the rock catchment as a significant part of the inlet pipe is contained within an Environmentally Sensitive Area; and
4. To ensure that the funding via DWER is secured, Council acknowledges that it is receptive to the transfer of the 9,000,000-litre Pingaring Tank from Water Corporation to the Shire of Kulin and following completion of the above works, Council then commences formal negotiations with the Water Corporation.

VOTING REQUIREMENTS:

Simple majority

9.4 Reserve No. 43896 (Kulin Lot 312 – Designated Purpose “Emergency Services & St John Ambulance Depot

Responsible Officer:	Acting Chief Executive Officer
File Reference:	18.01
Author:	Peter Clarke – A/CEO SIP 3 Environment - Goal 9 Protection of the natural & built environment for future generations – 9.4 Facilitate opportunities to ensure emergency services are trained and resourced across towns
Strategic Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

To update Council on the progress of the preparation of a Draft Lease Agreement between the Shire of Kulin and the Department of Fire & Emergency Services (DFES) as Lessee with the granting of Licences to Occupy for the Kulin Town BFB, St. John Ambulance and VFRS.

BACKGROUND & COMMENT:

The CEO has been in discussions with DFES regarding the preparation/development of the above Lease Agreement for the various emergency services indicated above to occupy the premises on Reserve 43896 (Kulin Lot 312).

DFES has advised that the current Vesting/Management Order for the Reserve does not provide Council with the power to lease the premises. Whilst Council's current Vesting does not provide provision for Lease, previous records indicate that an Agreement was made in 1996 between the Shire, St. John Ambulance, WAFB and WA SES with an initial 21-year Lease with 2 x 21 year options to renew. It is apparent that this Lease may have been prepared without Ministerial approval.

To ensure that Council is meeting the provisions of Section 46 of the *Land Act 1997* in the preparation of a new Lease Agreement with DFES and other emergency services, it would be prudent for Council to formally resolve that it seeks Ministerial approval with power to lease Reserve 43896

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Land Administration Act 1997

46. Care, control and management of reserves

- (1) *The Minister may by order place with any one person or jointly with any 2 or more persons the care, control and management of a reserve for the same purpose as that for which the relevant Crown land is reserved under section 41 and for purposes ancillary or beneficial to that purpose and may in that order subject that care, control and management to such conditions as the Minister specifies.*
- (2) *The Minister may, with the consent of the management body of a reserve and of the holders of any interests within the reserve to which this subsection applies, by order vary any condition to which the care, control and management of the reserve is subject.*
- (2A) *Subsection (2) applies to an interest within a reserve if the interest —*
 - (a) *was granted by the management body of the reserve; or*
 - (b) *resulted from a transaction to which the management body of the reserve was a party.*
- (3) *The Minister may —*
 - (a) *by order confer on a management body power, subject to section 18, to grant a lease or sublease or licence over the whole or any part of the Crown land within the reserve in question for the purposes referred to in subsection (1); and*
 - (b) *approve a mortgage of any such lease.*
- (3a) *The Minister may by order —*
 - (a) *without the consent of the management body of a reserve, vary —*
 - (i) *an order made under subsection (3)(a); or*
 - (ii) *an order made under section 33 of the repealed Act or section 42 or 43 of the Land Act 1898 that subsists as an order made under subsection (3)(a), in relation to whether or not prior approval in writing of the Minister is required to a grant of a lease, sublease, or licence; or*

- (b) with the consent of the management body of a reserve, vary any other condition to which —
 - (i) an order made under subsection (3)(a); or*
 - (ii) an order made under section 33 of the repealed Act or section 42 or 43 of the Land Act 1898 that subsists as an order made under subsection (3)(a),**
- (3b) The Minister's approval under section 18 is not required for the exercise of a power conferred under subsection (3)(a) unless —
 - (a) the person on whom the power is conferred is —
 - (i) a body corporate that is constituted for a public purpose under an enactment and is an agency of the Crown in right of the State; or*
 - (ii) a person referred to in subsection (10)(b),***and the order provides that the Minister's approval under section 18 is required; or*
 - (b) the person on whom the power is conferred is a person other than a person referred to in paragraph (a).**

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council seeks formal approval from the Minister for Lands to grant the Shire of Kulin with the “power to lease” Reserve No.43896 (Kulin Lot 312) in accordance with Section 46 of the *Land Act 1997*, to allow the Shire of Kulin to enter into a Lease Agreement with the Department of Fire and Emergency Services, with the granting of Licences to occupy the premises for the Kulin Town BFB, St. John Ambulance and VFRS.

VOTING REQUIREMENTS:

Simple majority

9.5 Chief Executive Officer's Mid-Year Performance Review

Responsible Officer:	Chief Executive Officer, Alan Leeson
File Reference:	22
Author:	Chief Executive Officer, Alan Leeson
Strategic Reference:	SIP – Goal 11 – High Standard of Governance
Disclosure of Interest:	Nil

SUMMARY:

The Annual Performance Review of the Chief Executive Officer is presented for formal endorsement by Council.

This item was laid on the table at the September Ordinary Meeting as *initially Council intended to discuss behind closed doors, however agreed to hold over until the October Ordinary Council Meeting due to the Key Focus Items / Projects document not being available to all Councillors.*

Documents were emailed to Councillors on 17 September 2025.

BACKGROUND & COMMENT:

The Chief Executive Officer commenced employment with the Shire of Kulin 20 March 2023 for a three-year period, subject to terms and conditions as listed in the employment contract.

In line with the employment contract, it is a requirement to carry out an annual review of the CEO's performance against set criteria as detailed in the Shire of Kulin's Policy HR2 Standards for CEO Recruitment, Performance and Termination.

Key steps as part of the annual review process have been;

- Performance Evaluation Surveys circulated and completed by Elected Members
- Evaluation Meeting held between Shire President, Deputy Shire President and Chief Executive Officer on 4th September 2025 – minutes circulated under separate cover.

FINANCIAL IMPLICATIONS:

The provisions of the Chief Executive Officer's Remuneration Package are contained within the Council's Budget and any variations to the Remuneration Package, pursuant to the outcomes of appraisal, must not exceed the value laid out by the State Government, pursuant to the Salaries and Allowances Tribunal Determination of 5 April 2024 available here:

[Local Government Chief Executive Officers and Elected Members Determination No 1 of 2024](#)

The Chief Executive Officer's total employment package is within the parameters of Band 4.

STATUTORY AND PLANNING IMPLICATIONS:

The Chief Executive Officer's Contract of Employment (provided under separate cover) contract law, employment law and relevant taxation law relates. Section 5.38 of the Local Government Act 1995 requires the local government to review the performance of the CEO at least once per annum.

Sections 5.39A and B of that Act specify regulations in relation to reviewing performance of a Chief Executive Officer.

Local Government (Administration) Regulations 1996, regulation 18FA also relates.

POLICY IMPLICATIONS:

Council Policy HR2 Standards for CEO Recruitment, Performance and Termination – Division 3 – Standards for Review of Performance of CEO's

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

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

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

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

17. Carrying out a performance review

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

18. Endorsement of performance review by local government

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

19. CEO to be notified of results of performance review

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

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

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That with respect to the Chief Executive Officer's annual performance appraisal provided to Elected Members under separate (confidential) cover, the Council, pursuant to section 5.38, 5.39A and 5.39B of the Local Government Act 1995, and the Employment Contract between Alan James Leeson and Shire of Kulin:

1. Notes that the mid-year performance appraisal of Mr Alan Leeson, Chief Executive Officer, has been completed in line with Section 4 of the Employment Contract, for the period March 2025 to September 2025;
2. Endorses the annual review of the Chief Executive Performance in line with the Minutes of the Chief Executive Officer Performance Evaluation Meeting held on 4th September 2025.
3. Endorses the Key Focus Items / Projects for the period 1st September 2025 to 30th March 2025 (circulated under separate cover).

VOTING REQUIREMENTS:

Absolute Majority.

9.6 Council Meeting Dates 2026

Responsible Officer:	Chief Executive Officer
File Reference:	13.00
Author:	Acting Chief Executive Officer
Strategic Reference:	SIP – Goal 11 – High Standard of Governance
Disclosure of Interest:	Nil

SUMMARY:

Legislation requires meeting dates are advertised in advance, for all Council meetings to be held in the following year. As Council does not hold any committee meetings that have delegated powers there are no committee meetings requiring the necessary notification.

BACKGROUND & COMMENT:

Proposed meeting dates and times are as follows:

Date	Time
18 February 2026	4:00pm
18 March 2026	4:00pm
15 April 2026	4:00pm
20 May 2026	4:00pm
17 June 2026	4:00pm
22 July 2026	4:00pm
19 August 2026	4:00pm
16 September 2026	4:00pm
21 October 2026	4:00pm
18 November 2026	4:00pm
16 December 2026	4:00pm

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND TOWN PLANNING IMPLICATIONS:

Regulation 12 of the Local Government (Administration) Regulations 1996 requires Council to at least once each year, give local public notice of the dates on which and the time and place at which-

- (a) the ordinary council meetings; and
- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council advertise that all 2026 Ordinary Council meetings are held on the third Wednesday of each month, commencing at 4pm, excluding January 2026 when no meeting is held; and noting the July meeting is one week later on the fourth Wednesday. Meeting dates and times changed due to extraordinary circumstances will be advertised in the Shire of Kulin Update and on the Council's Website in accordance with legislation.

VOTING REQUIREMENTS:

Simple majority required.

9.7 Proposed Sale of Transportable (Donga) – Surplus to Council Requirements

Responsible Officer:	Acting Chief Executive Officer
File Reference:	05.17 Shire Properties
Author:	Acting Chief Executive Officer
Strategic Reference:	SIP – Goal 11 – High Standard of Governance
Disclosure of Interest:	Nil

SUMMARY:

Commence proceedings in accordance with Section 3.58 of the *Local Government Act 1995* for the disposal of a Transportable (Donga) building that is surplus to Council's requirements.

BACKGROUND & COMMENT:

The Transportable building in question was initially purchased for staff offices during the period when the CRC was relocated to the Shire whilst the new Administration building was being renovated. At the time the cost of the building was approximately \$20K.

At the OCM in November 2018 Council resolved to dispose of the above building and whilst interest was shown at the time, the sale of the building did not eventuate. Only recently, further interest has been shown in the purchase of the building.

As considerable time has elapsed since Council's 2018 resolution, it is considered appropriate that Council re-commences the proceedings for sale in accordance with Section 3.58 of the *Local Government Act 1995*. As per the requirements of Section 3.58 (4)(c)(i) of the *Act*, a valuation of the building was obtained in June 2025 and therefore meets the necessary requirements for the proposed disposition.

Following the required advertising period of the sale, the matter will be referred back to Council for consideration.

FINANCIAL IMPLICATIONS:

The proceeds from the sale of the building will be considered for re-allocation at the Budget review.

STATUTORY AND TOWN PLANNING IMPLICATIONS:

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council, in accordance with Section 3.58 of the *Local Government Act 1995*, commences proceedings for the sale of the Transportable (Donga) building that is surplus to Council's requirements.

VOTING REQUIREMENTS:

Simple majority required.

10 COMPLIANCE

10.1 Compliance Reporting – General Compliance September 2025

Responsible Officer:	Acting Chief Executive Officer
File Reference:	04.05 Corporate Management Procedures - Compliance
Author:	Acting Chief Executive Officer
Strategic Reference:	SIP 4: Civic Leadership - accurate forward planning to achieve community priorities
Disclosure of Interest:	Nil
Attachment:	September Compliance Checklist

SUMMARY:

This report addresses General and Financial Compliance matters for September 2025. 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 May

Equal Employment Management Plan Review

Outstanding August

WALGA Roads Return (due end October)
Council Photo

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:

N/A

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council receive the General & Financial Compliance Report for September 2025 and note the matters of non-compliance.

VOTING REQUIREMENTS:

Simple majority

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

Nil

15 CLOSURE / DATE AND TIME OF NEXT MEETING

There being no further business the President declared the meeting closed.

Ordinary Meeting 19 November 2025 at 4:00pm

Shire of Kulin

EFT & Chq Listing for period ended 30 September 2025

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
MUNICIPAL			
EFT23663	05/09/2025	AVON WASTE	\$13,756.62
EFT23664	05/09/2025	AIR LIQUIDE WA	\$21.70
EFT23665	05/09/2025	SERVICES AUSTRALIA CHILD SUPPORT	\$302.61
EFT23666	05/09/2025	ACRES OF TASTE	\$150.00
EFT23667	05/09/2025	BOC LIMITED - A MEMBER OF THE LINDE GROUP	\$7.13
EFT23668	05/09/2025	BEST OFFICE SYSTEMS	\$50.81
EFT23669	05/09/2025	TEAM GLOBAL EXPRESS	\$165.25
EFT23670	05/09/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND	\$911.03
EFT23671	05/09/2025	ENGINE PROTECTION EQUIPMENT PTY LTD	\$1,190.04
EFT23673	05/09/2025	FUEL DISTRIBUTORS OF WA PTY LTD	\$51,459.52
EFT23674	05/09/2025	FDB COMMERCIAL PTY LTD	\$319.00
EFT23675	05/09/2025	GREAT SOUTHERN FUEL SUPPLIES	\$117.06
EFT23676	05/09/2025	G & M DETERGENTS	\$102.35
EFT23677	05/09/2025	ID RENT PTY LTD	\$6,468.00
EFT23678	05/09/2025	JAYDE LOUISE HOBSON	\$72.00
EFT23679	05/09/2025	KULIN HARDWARE & RURAL	\$3,749.74
EFT23680	05/09/2025	KULIN SOCIAL CLUB	\$255.00
EFT23681	05/09/2025	KULIN SHIRE TRUST FUND	\$100.00
EFT23682	05/09/2025	KULIN MUSEUM SOCIETY INC	\$2,004.60
EFT23683	05/09/2025	KULIN LIBRARY, POST OFFICE AND MAIL	\$1,370.90
EFT23684	05/09/2025	KULIN FOODWORKS	\$923.28
EFT23685	05/09/2025	LIWA	\$370.00
EFT23686	05/09/2025	LAKE GRACE COMMUNITY PHARMACY	\$576.44
EFT23687	05/09/2025	MJB INDUSTRIES	\$10,099.76
EFT23688	05/09/2025	MODERN TEACHING AIDS PTY LTD	\$11,575.03
EFT23689	05/09/2025	MCINTOSH & SON	\$65.19
EFT23690	05/09/2025	MARKET CREATIONS AGENCY PTY LTD	\$165.00
EFT23691	05/09/2025	M2 TECHNOLOGY GROUP	\$330.00
EFT23692	05/09/2025	OCEAN BLU POOLS & SPA	\$16,750.00
EFT23693	05/09/2025	EXURBAN RURAL & REGIONAL PLANNING	\$1,196.80
EFT23694	05/09/2025	RUMBOLD FORD	\$10,231.03
EFT23695	05/09/2025	STEVE'S RETREAT	\$720.00
EFT23696	05/09/2025	TRUCK CENTRE (WA) PTY LTD	\$1,148.51
EFT23697	05/09/2025	TIN HORSE AUTOMOTIVE	\$1,092.52
EFT23698	05/09/2025	TYREPOWER LIMITED	\$593.98
EFT23699	05/09/2025	OFFICEWORKS BUSINESS DIRECT	\$613.84
EFT23700	05/09/2025	WESTERN AUSTRALIAN LOCAL GOVERNMENT	\$1,100.00
EFT23701	05/09/2025	WESTRAC PTY LTD	\$1,230.01
EFT23702	05/09/2025	WA DISTRIBUTORS PTY LTD	\$1,375.00
EFT23703	09/09/2025	COUNTRY WIDE FRIDGE LINES PTY LTD	\$95.96
EFT23704	09/09/2025	DAIMLER TRUCKS PERTH	\$1,274.82
EFT23705	09/09/2025	EDWARDS ISUZU UTE	\$28,557.65
EFT23706	09/09/2025	GANGELLS AGSOLUTIONS	\$1,895.70
EFT23707	09/09/2025	TRINITEQ INTERNATIONAL PTY LTD	\$363.00
EFT23708	09/09/2025	MEGAN HENRY	\$624.00
EFT23709	09/09/2025	RUMBOLD FORD	\$10,187.23
EFT23710	09/09/2025	SHIRE OF CORRIGIN	\$2,108.70

EFT23711	09/09/2025	ST LUKE'S FAMILY PRACTICE	\$6,933.34
EFT23712	09/09/2025	TAMORA PLUMBING AND GAS	\$165.00
EFT23713	09/09/2025	WESTRAC PTY LTD	\$436.22
EFT23714	09/09/2025	WAYNE CLANCY	\$44.00
EFT23715	25/09/2025	ARM SECURITY	\$128.70
EFT23716	25/09/2025	SERVICES AUSTRALIA CHILD SUPPORT	\$302.61
EFT23717	25/09/2025	AUSTRALIA POST- MAILWEST	\$1,354.17
EFT23718	25/09/2025	AUSTRALIAN TAXATION OFFICE	\$21,080.00
EFT23719	25/09/2025	ACRES OF TASTE	\$1,013.00
EFT23720	25/09/2025	AFGRI EQUIPMENT AUSTRALIA	\$5,795.20
EFT23721	25/09/2025	ACCUMAX GLOBAL PTY LTD	\$432.30
EFT23722	25/09/2025	COUNTRY WIDE FRIDGE LINES PTY LTD	\$346.68
EFT23723	25/09/2025	TEAM GLOBAL EXPRESS	\$1,326.49
EFT23724	25/09/2025	CAFE CORPORATE	\$112.90
EFT23725	25/09/2025	CYGNUS METALS LIMITED	\$513.73
EFT23726	25/09/2025	DARREN THOMAS	\$400.00
EFT23727	25/09/2025	DENARO NOMINEES	\$15,180.00
EFT23728	25/09/2025	DAISY POOL COVERS	\$4,214.05
EFT23729	25/09/2025	ENVIRONEX INTERNATIONAL PTY LTD	\$249.99
EFT23730	25/09/2025	ELITE POOL COVERS HOLDINGS PTY LTD	\$132.00
EFT23731	25/09/2025	TROY GANGELL	\$1,020.00
EFT23732	25/09/2025	GA POWER EQUIPMENT SPARES	\$825.06
EFT23733	25/09/2025	KULIN SOCIAL CLUB	\$255.00
EFT23734	25/09/2025	KULIN SHIRE TRUST FUND	\$100.00
EFT23735	25/09/2025	KULIN FOODWORKS	\$661.86
EFT23736	25/09/2025	MJB INDUSTRIES	\$4,273.90
EFT23737	25/09/2025	NARROGIN GLASS QUICKFIT WINDSCREENS	\$1,760.05
EFT23738	25/09/2025	NEWGROUND WATER SERVICES PTY LTD	\$2,820.41
EFT23739	25/09/2025	NAPA KEWDALE	\$853.42
EFT23740	25/09/2025	PRICE'S FABRICATION & STEEL	\$29,250.01
EFT23741	25/09/2025	QUEST PAYMENT SYSTEMS	\$418.00
EFT23742	25/09/2025	SHIRE OF CORRIGIN	\$6,736.40
EFT23744	25/09/2025	SULLIVAN LOGISTICS PTY LTD	\$105.25
EFT23745	25/09/2025	SAPIO	\$6,922.83
EFT23746	25/09/2025	SUPAGAS PTY LTD	\$853.78
EFT23747	25/09/2025	ST LUKE'S FAMILY PRACTICE	\$440.00
EFT23749	25/09/2025	SOUTH REGIONAL TAFE	\$15.80
EFT23750	25/09/2025	OFFICEWORKS BUSINESS DIRECT	\$711.65
EFT23751	25/09/2025	WESTRAC PTY LTD	\$2,457.32
EFT23752	25/09/2025	WREN OIL	\$2,937.00
EFT23753	25/09/2025	WA CONTRACT RANGER SERVICES	\$693.00
EFT23754	25/09/2025	WA DISTRIBUTORS PTY LTD	\$1,218.95
EFT23755	30/09/2025	CREDIT CARD - MASTER CARD	\$11,230.50
DD9535.1	01/09/2025	BENDIGO BANK	\$2.72
DD9535.2	01/09/2025	CARLTON & UNITED BREWERIES	\$832.18
DD9535.3	02/09/2025	ST.GEORGE BANK	\$482.34
DD9535.4	02/09/2025	SYNERGY	\$1,235.50
DD9535.5	02/09/2025	HOUSING AUTHORITY	\$200.00
DD9535.6	02/09/2025	CRISP WIRELESS PTY LTD	\$99.00
DD9535.7	03/09/2025	BENDIGO BANK	\$8.25
DD9535.8	05/09/2025	BENDIGO BANK	\$6.00
DD9540.1	14/09/2025	AWARE SUPER	\$15,926.98
DD9540.2	14/09/2025	CBUS SUPER	\$306.67

DD9540.3	14/09/2025	AUSTRALIAN SUPERANNUATION	\$1,048.81
DD9540.4	14/09/2025	BENDIGO SMART START SUPERANNUATION FUND	\$283.45
DD9540.5	14/09/2025	HOSTPLUS SUPERANNUATION FUND	\$1,463.09
DD9540.6	14/09/2025	GOVERNMENT EMPLOYEES SUPERANNUATION BOARD	\$137.97
DD9540.7	14/09/2025	PRIME SUPERANNUATION	\$1,109.11
DD9540.8	14/09/2025	MLC MASTERKEY SUPERANNUATION	\$519.44
DD9540.9	14/09/2025	AUSTRALIAN RETIREMENT TRUST	\$825.45
DD9545.1	08/09/2025	SYNERGY	\$993.73
DD9545.2	16/09/2025	TELSTRA	\$355.37
DD9545.3	17/09/2025	SYNERGY	\$85.79
DD9545.4	17/09/2025	BENDIGO BANK	\$8.70
DD9545.5	18/09/2025	SYNERGY	\$166.54
DD9545.6	22/09/2025	SYNERGY	\$139.52
DD9545.7	22/09/2025	LION - BEER, SPIRITS & WINE PTY LTD	\$2,601.79
DD9545.8	23/09/2025	SYNERGY	\$786.73
DD9545.9	23/09/2025	HOUSING AUTHORITY	\$200.00
DD9551.1	30/09/2025	HOUSING AUTHORITY	\$200.00
DD9551.2	30/09/2025	TELSTRA	\$562.04
DD9540.10	14/09/2025	REST SUPERANNUATION	\$861.12
DD9545.10	19/09/2025	WATER CORPORATION	\$897.09
DD9545.11	09/09/2025	HOUSING AUTHORITY	\$200.00
DD9545.12	24/09/2025	SYNERGY	\$4,735.30
DD9545.13	25/09/2025	SYNERGY	\$3,190.46
DD9545.14	09/09/2025	BENDIGO BANK	\$1.80
DD9545.15	11/09/2025	SYNERGY	\$1,095.25
DD9545.16	12/09/2025	SYNERGY	\$5,963.99
DD9545.17	25/09/2025	BENDIGO BANK	\$6.00
DD9545.18	26/09/2025	SYNERGY	\$198.85
DD9545.19	15/09/2025	TELAIR PTY LTD	\$1,155.00
DD9545.20	15/09/2025	CARLTON & UNITED BREWERIES	\$2,563.90
DD9545.21	15/09/2025	AUSTRALIAN LIQUOR MARKETERS PTY. LIMITED	\$4,978.28
DD9545.22	16/09/2025	HOUSING AUTHORITY	\$200.00
DD9545.23	16/09/2025	SYNERGY	\$195.69
DD9545.24	16/09/2025	TYRO PAYMENTS	\$190.67
9627378	03/09/2025	BULK PAYMENT	\$109,012.48
9654836	17/09/2025	BULK PAYMENT	\$103,758.87
Sub-total: EFT & Chq Payments			\$594,349.30
TOTAL PAYMENTS FOR MONTH ENDING 30 SEPTEMBER 2025			\$594,349.30

CREDIT & BP CARDS SUMMARY 30/09/2025			
Transaction Date	Officer	Creditor	Amount
1/09/2025	FIONA MURPHY	SEEK	\$627.00
		Advertising, ESO Position	
1/09/2025	FIONA MURPHY	SEEK	\$616.00
		Advertising, Customer & Administration Officer	
1/09/2025	TARYN SCADDING	ACA WA	\$452.57
		2025/26 Membership	
3/09/2025	FIONA MURPHY	WAREHOUSE DIRECT	\$2,390.81
		Tiles for 12 Bowey Way - Bathroom Renovations	
5/09/2025	TARYN SCADDING	SURVEYMONKEY	\$272.73
		Councillor Account	
9/09/2025	TARYN SCADDING	SP SHOP RED NOSE	\$38.50
		Staff Training - KCCC	
9/09/2025	TARYN SCADDING	CHILD AUSTRALIA	\$26.40
		Staff Training - KCCC	
11/09/2025	TARYN SCADDING	CORRIGIN PHARMACY	\$246.84
		COVID Test & Thermometer	
12/09/2025	FIONA MURPHY	RLSSWA MOUNT	\$678.00
		Pool Lifeguard Course Training for Fanny & Redan	
12/09/2025	FIONA MURPHY	DISCOVERY HOLIDAY	\$469.18
		Accommodation for Fanny & Redan Lifeguard Course Training	
15/09/2025		BENDIGO BANK	-\$150.00
		Refund Cash Advance Fee (raised in error)	
15/09/2025		BENDIGO BANK	-\$150.00
		Refund Cash Advance Fee (raised in error)	
14/09/2025	TARYN SCADDING	APPLE	\$12.99
		Monthly Music Subscription, KCCC	
15/09/2025	FIONA MURPHY	SIMPLEINOUT	\$335.55
		Annual Subscription	
18/09/2025	JUDD HOBSON	EXPERT HEARING CARE	\$600.00
		Annual Hearing Testing - Outside Staff	
18/09/2025	JUDD HOBSON	WA GOVERNMENT DEMIR	\$92.00
		Staff Training	
19/09/2025	TARYN SCADDING	MILCHIMP	\$78.35
		Monthly Subscription	
20/09/2025	JUDD HOBSON	AUTODESK ADY	\$913.00
		Office Engineering Program Renewal Subscription	
20/09/2025	JUDD HOBSON	COCKBURN BOWLING	\$1,500.00
		Second Hand Lights - Various Areas in Shire	
24/09/2025	TARYN SCADDING	SFS PCEC	\$28.00
		Morning Tea, LG Week	
24/09/2025	TARYN SCADDING	HILTON PERTH	\$913.43
		LG Week Accommodation, Taryn Scadding	
23/09/2025	JUDD HOBSON	SAND GROPER'S COVERS	\$874.00
		Seat Covers, MV117	
23/09/2025	TARYN SCADDING	TAXIPAY AUSTRALIA	\$26.04
		Taxi to LG Week Function, Taryn Scadding	
25/09/2025	JUDD HOBSON	ACRES OF TASTE	\$21.00
		Coffee, Judd Hobson	
25/09/2025	TARYN SCADDING	HILTON PERTH	\$1,262.95
		LG Week Accommodation, Robbie Bowey	
26/09/2025	FIONA MURPHY	HUBBLE	\$10.00
		Kayo Subscription for Freebairn Centre	
29/09/2025		BENDIGO BANK	\$20.00
		Card Fees	
			\$12,205.34
10/09/2025	JUDD HOBSON	BP VELLEVE	\$80.12
		44.95 Litres Diesel	
14/09/2025	PETER CLARK	BP DUNSBOROUGH	\$87.09
		47.28 Litres Diesel	
29/09/2025	PETER CLARK	BP DUNSBOROUGH	\$75.08
		40.73 Litres Diesel	
			\$242.29

/5372 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 Sep 2025 - 30 Sep 2025
Statement number	244
Opening balance on 1 Sep 2025	\$11,230.50
Payments & credits	\$11,530.50
Withdrawals & debits	\$12,475.57
Interest charges & fees	\$29.77
Closing Balance on 30 Sep 2025	\$12,205.34

Account details

Credit limit	\$30,000.00
Available credit	\$17,794.66
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$366.16
Payment due	14 Oct 2025

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).

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 **19 years and 9 months**

And you will pay an estimated total of interest charges of **\$7,637.72**

If you make no additional charges using this card and each month you pay **\$585.95**

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 **\$1,857.46, a saving of \$5,780.26**

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				\$11,230.50
2 Sep 25	AU* SEEK AU 14298345 ,MELBOURNE AUS RETAIL PURCHASE 01/09 CARD NUMBER 552638XXXXXX716 1	627.00		11,857.50
2 Sep 25	AU* SEEK AU 14298449 ,MELBOURNE AUS RETAIL PURCHASE 01/09 CARD NUMBER 552638XXXXXX716 1	616.00		12,473.50
3 Sep 25	ACA WA, PERTH AUS RETAIL PURCHASE 01/09 CARD NUMBER 552638XXXXXX021 1	452.57		12,926.07
4 Sep 25	WAREHOUSE DIRECT ,OS BORNE PARK AUS RETAIL PURCHASE 03/09 CARD NUMBER 552638XXXXXX716 1	2,390.81		15,316.88
6 Sep 25	SURVEYMONK* T 470961 48, SYDNEY AUS RETAIL PURCHASE 05/09 CARD NUMBER 552638XXXXXX021 1	272.73		15,589.61
11 Sep 25	SP SHOP RED NOSE, DO CKLANDS AUS RETAIL PURCHASE 09/09 CARD NUMBER 552638XXXXXX021 1	38.50		15,628.11
11 Sep 25	CHILD AUSTRALIA, BEL MONT AUS RETAIL PURCHASE 09/09 CARD NUMBER 552638XXXXXX021 1	26.40		15,654.51
12 Sep 25	CORRIGIN PHARMACY, C orrigin AUS RETAIL PURCHASE 11/09 CARD NUMBER 552638XXXXXX021 1	246.84		15,901.35
13 Sep 25	RLSSWA, MOUNT CLAREM O AUS RETAIL PURCHASE 12/09 CARD NUMBER 552638XXXXXX716 1	678.00		16,579.35

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	\$366.16
Closing Balance on 30 Sep 2025	\$12,205.34
Payment due	14 Oct 2025
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 Sep 25	PERIODIC TFR 00074214151201 000000000000		11,230.50	5,348.85
14 Sep 25	DISCOVERY HOLIDAY PA R, ADELAIDE AUS RETAIL PURCHASE 12/09 CARD NUMBER 552638XXXXXX716 1	469.18		5,818.03
15 Sep 25	REFUND CASH ADVANCE FEE		150.00	5,668.03
15 Sep 25	REFUND CASH ADVANCE FEE		150.00	5,518.03
16 Sep 25	APPLE.COM/BILL, SYDN EY AUS RETAIL PURCHASE 14/09 CARD NUMBER 552638XXXXXX021 1	12.99		5,531.02
17 Sep 25	SIMPLEINOUT.COM, FAR GO US RETAIL PURCHASE-INTERNATIONAL 15/09 215.99 U.S. DOLLAR CARD NUMBER 552638XXXXXX716 1	325.78		5,856.80
17 Sep 25	INTERNATIONAL TRANSACTION FEE	9.77		5,866.57
19 Sep 25	EXPERT HEARING CARE, MORLEY AUS RETAIL PURCHASE 18/09 CARD NUMBER 552638XXXXXX706 1	600.00		6,466.57
20 Sep 25	WA GOVERNMENT-DEMIR, CANNINGTON AUS RETAIL PURCHASE 18/09 CARD NUMBER 552638XXXXXX706 1	92.00		6,558.57
20 Sep 25	Intuit Mailchimp, Sy dney AUS RETAIL PURCHASE 19/09 CARD NUMBER 552638XXXXXX021 1	78.35		6,636.92
21 Sep 25	Autodesk ADY, North Ryde AUS RETAIL PURCHASE 20/09 CARD NUMBER 552638XXXXXX706 1	913.00		7,549.92
24 Sep 25	COCKBURN BOWLING & R E, YAN GEBUP AUS RETAIL PURCHASE 22/09 CARD NUMBER 552638XXXXXX706 1	1,500.00		9,049.92
25 Sep 25	SFS PCEC 6189, PERTH AUS RETAIL PURCHASE 24/09 CARD NUMBER 552638XXXXXX021 1	28.00		9,077.92
25 Sep 25	Hilton Perth, Perth AUS RETAIL PURCHASE 24/09 CARD NUMBER 552638XXXXXX021 1	913.43		9,991.35
26 Sep 25	SANDGROPERCOVERS.CO1 , ES PERANCE AUS RETAIL PURCHASE 23/09 CARD NUMBER 552638XXXXXX706 1	874.00		10,865.35
26 Sep 25	TAXIPAY AUSTRALIA, M ASCOT AUS RETAIL PURCHASE 23/09 CARD NUMBER 552638XXXXXX021 1	26.04		10,891.39

Business Credit Card *(continued)*

Date	Transaction	Withdrawals	Payments	Balance
26 Sep 25	SQ *ACRES OF TASTE, Kulin AUS RETAIL PURCHASE 25/09 CARD NUMBER 552638XXXXXX706 1	21.00		10,912.39
26 Sep 25	Hilton Perth, Perth AUS RETAIL PURCHASE 25/09 CARD NUMBER 552638XXXXXX021 1	1,262.95		12,175.34
28 Sep 25	HUBBL - PURCHASE, 13 1999 AUS RETAIL PURCHASE 26/09 CARD NUMBER 552638XXXXXX716 1	10.00		12,185.34
29 Sep 25	CARD FEE 5 @ \$4.00	20.00		12,205.34
Transaction totals / Closing balance		\$12,505.34	\$11,530.50	\$12,205.34

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED FOR YOUR ACCOUNT.

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see <https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit [mybusinesscard](https://bendigobank.com.au/mybusinesscard).

An International Transaction Fee of 3% of the transaction amount (in AUD) is payable for each transaction which is conducted in a currency other than Australian dollars (AUD), or conducted in Australian dollars (AUD) but with or using a merchant, payment processor, financial institution or other entity (including an online merchant) who is outside of Australia. (Fee does not apply to Bendigo Ready Credit Card). Note: It may not always be apparent to you that an online merchant is located outside of Australia. Additional charges may apply for cash transactions.

Card Security

For information on how to securely use your card and account please visit bendigobank.com.au/mycard for all card related information. Business customers visit [mybusinesscard](https://bendigobank.com.au/mybusinesscard).

Resolving Complaints

If you have a complaint, please contact us on 1300 361 911 to speak to a member of our staff. If the matter has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers. You can contact AFCA at:

Website: www.afca.org.au

Telephone: 1800 931 678 (free call)

Email: info@afca.org.au

In writing to: Australian Financial Complaints Authority, GPO Box 3, Melbourne VIC 3001



Shire of Kulin

MONTHLY FINANCIAL REPORT

For the period ended 30 September 2025

***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 30 September 2025

	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	2,473,789	2,473,788	2,470,912	(2,876)	(0%)
Rates excluding general rates	10	29,386	29,386	29,386	0	0%
Grants, subsidies & contributions	11	2,268,841	849,452	779,645	(69,807)	(8%)
Fees and charges		2,044,515	587,204	536,224	(50,980)	(9%)
Interest revenue		210,593	25,494	7,951	(17,543)	(69%)
Other revenue		179,950	33,132	36,117	2,985	9%
Profit on asset disposals	7	64,415	32,207	0	(32,207)	(100%)
		7,271,489	4,030,663	3,860,235	(170,428)	
Expenditure from operating activities						
Employee costs		(3,453,514)	(887,283)	(977,126)	(89,843)	10%
Materials and contracts		(2,657,887)	(692,622)	(651,904)	40,718	(6%)
Utility charges		(375,645)	(93,828)	(73,977)	19,851	(21%)
Depreciation		(3,890,868)	(972,672)	0	972,672	(100%)
Interest expenses	9	(45,407)	0	(2,528)	(2,528)	100%
Insurance		(298,083)	(147,029)	(136,967)	10,062	(7%)
Loss on asset disposals	7	(40,790)	(441)	0	441	(100%)
		(10,762,193)	(2,793,875)	(1,842,504)	951,371	
Non-cash amounts excluded from operating activities	2(b)	3,867,243	940,906	0	(940,906)	(100%)
Amount attributable to operating activities		376,539	2,177,694	2,017,731	(149,273)	
INVESTING ACTIVITIES						
Proceeds from capital grants, subsidies and contributions	11	4,287,827	288,226	223,761	(64,465)	100%
Proceeds from disposal of assets	7	590,000	147,500	523,618	376,118	255%
Payments for property, plant and equipment and infrastructure	7	(9,483,422)	(1,874,581)	(1,092,273)	782,308	(42%)
Amount attributable to investing activities		(4,605,595)	(1,438,855)	(344,894)	1,093,961	
FINANCING ACTIVITIES						
Transfers from reserves	5	1,320,000	0	0	0	0%
Proceeds from new borrowings	9	1,400,000	0	0	0	0%
Repayment of borrowings	9	(105,353)	0	0	0	0%
Transfers to reserves	5	(513,595)	0	0	0	0%
Amount attributable to financing activities		2,101,053	0	0	0	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a)	2,148,056	2,148,056	2,158,747	10,690	
Amount attributable to operating activities		376,539	2,177,694	2,017,731	(159,963)	(7%)
Amount attributable to investing activities		(4,605,595)	(1,438,855)	(344,894)	1,093,961	(76%)
Amount attributable to financing activities		2,101,053	0	0	0	100%
Surplus or deficit after imposition of general rates	2(a)	20,053	2,886,895	3,831,583	944,688	33%

* 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 30 September 2025

	30-Jun-25 \$	30-Sep-25 \$
CURRENT ASSETS		
Cash at Bank	2,880,474	5,319,047
Cash at Bank (Reserves)	3,102,669	3,102,669
Rates Receivable	13,695	371,643
Trade and Other Receivables	155,114	83,761
Inventories	103,185	123,445
Accrued Income & Prepayments	70,488	0
Contract Assets	129,836	172,835
TOTAL CURRENT ASSETS	6,455,461	9,173,400
CURRENT LIABILITIES		
Sundry Creditors	(390,206)	(349,401)
Accruals & Other Payables	(295,148)	(300,161)
Bonds & deposits held	(64,266)	(66,803)
Contract Liabilities	0	(1,078,357)
Borrowings	(105,353)	(105,353)
Employee Provisions	(444,425)	(444,425)
TOTAL CURRENT LIABILITIES	(1,299,398)	(2,344,500)
TOTAL NET CURRENT ASSETS	5,156,063	6,828,900
NON-CURRENT ASSETS		
Shares - Kulin Community Financial Services	5,000	5,000
Units Held - Local Government House Trust	79,620	79,620
Inventories - Land for Resale	474,000	474,000
Investment in Associate	41,554	41,554
Work in Progress	24,028	17,880
Land & Buildings	28,372,329	28,155,731
Plant & Equipment	3,323,685	3,470,423
Furniture & Equipment	262,184	262,184
Motor Vehicles	1,101,338	1,300,262
Infrastructure	80,047,572	80,493,312
TOTAL NON-CURRENT ASSETS	113,731,309	114,299,964
NON CURRENT LIABILITIES		
Borrowings	(577,004)	(577,004)
Employee Provisions	(24,685)	(24,685)
TOTAL NON-CURRENT LIABILITIES	(601,689)	(601,689)
NET ASSETS	118,285,683	120,527,175
Asset Revaluation - Infrastructure	(37,158,883)	(37,158,883)
Asset Revaluation - Property, Plant & Equipment	(1,417,762)	(1,417,762)
Asset Revaluation - Land & Buildings	(22,207,606)	(22,207,606)
Accumulated Reserves	(3,102,669)	(3,102,669)
Accumulated Surplus	(54,398,764)	(56,640,256)
TOTAL EQUITY	(118,285,683)	(120,527,175)

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 30 September 2025

Note 1 - Basis of Preparation & Material Accounting Policies

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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.

MATERIAL ACCOUNTING POLICES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget.

Critical accounting estimates & judgements

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

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

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

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 September 2025

Note 2 - Net Current Assets Information

	Adopted Budget Opening 1-Jul-25	Last Year Closing 30-Jun-25	Year to Date 30-Sep-25
(a) Net current assets used in Statement of Financial Activity			
Current Assets			
Cash at Bank	2,880,474	2,880,474	5,319,047
Cash at Bank - Reserves	3,102,669	3,102,669	3,102,669
Rates Receivable	13,695	13,695	371,643
Trade & Other Receivables	155,113	155,114	83,761
Inventories	68,185	103,185	123,445
Accrued Income & Prepayments	61,091	70,488	0
Contract Assets	135,985	129,836	172,835
	<u>6,417,212</u>	<u>6,455,461</u>	<u>9,173,400</u>
Less: Current Liabilities			
Sundry Creditors	(390,206)	(390,206)	(349,401)
Accruals & Other Payables	(271,380)	(295,148)	(300,161)
Bonds & deposits held	(64,266)	(64,266)	(66,803)
Contract Liabilities	0	0	(1,078,357)
Employee Related Provisions	(440,635)	(444,425)	(444,425)
Borrowings	(105,353)	(105,353)	(105,353)
	<u>(1,271,840)</u>	<u>(1,299,398)</u>	<u>(2,344,500)</u>
Net current assets	5,145,372	5,156,063	6,828,900
Current assets and liabilities excluded from budgeted deficiency			
Less: Reserves	(3,102,669)	(3,102,669)	(3,102,669)
Add: Borrowings	105,353	105,353	105,353
Closing funding surplus/(deficit)	<u>2,148,056</u>	<u>2,158,747</u>	<u>3,831,583</u>

	Adopted Budget Estimates 30-Jun-26	YTD Budget Estimates 30-Sep-25	YTD Actual 30-Sep-25
(b) Non-cash amounts excluded from operating activities			
Less: Profit on asset disposals	64,415	32,207	0
Add: Loss on asset disposals	(40,790)	(441)	0
Add: Depreciation	(3,890,868)	(972,672)	0
Total non-cash amounts excluded from operating activities	(3,867,242)	(940,906)	0

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 September 2025

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 2025/26 year is \$10,000 and 10.00%.

Revenue from operating activities	Var \$	Var %	Explanation
General Rates	(2,876)	0%	Under \$10,000 and 10% threshold
Rates excluding general rates	0	0%	Under \$10,000 and 10% threshold
Grants, subsidies and contributions	(69,807)	-8%	First KCCC Community Childcare Fund Grant payment of \$73k budgeted for September - not yet received. Quarterly Financial Assistance Grant payments are \$20k less than budgeted. Offset by second CRC operating payment of \$31k being received one month early.
Fees and charges	(50,980)	-9%	KCCC fee income \$24k underbudget. Public fuel sales \$35k under budget. Sales volume 18,100L underbudget for the month. Sales price per litre consistent with budget.
Interest earnings	(17,543)	-69%	Timing difference related to municipal investment interest with budget spread evenly through year. Term deposit interest recognised on maturity.
Other revenue	2,985	9%	Under \$10,000 and 10% threshold
Profit on asset disposals	(32,207)	-100%	Asset sales will be recorded after the 24/25 Annual Report has been adopted
Expenditure from operating activities	Var \$	Var %	Explanation
Employee costs	(89,843)	10%	Road crew were winter grading in first quarter. Road maintenance budget spread evenly throughout the year so this variance will reduce when team move to capital jobs.
Materials and contracts	40,718	-6%	Significant items include: Fuel costs for public sales \$28k under budget due to lower sales volume (see above). Medical services expense \$20k under budget - reduce doctor time for July & August. One outstanding invoice from Shire of Kondinin. Plant ops costs over budget - related to timing of operating vs capital jobs.
Utility charges	19,851	-21%	Water costs \$13k underbudget - likely to be a timing difference due to seasonal conditions. Aquatic Centre electricity also \$9k underbudget - also a timing difference with cost to increase when the centre opens.
Depreciation	972,672	-100%	Depreciation will not be calculated until the 2024/25 annual report has been adopted.
Interest expenses	(2,528)	100%	Under \$10,000 and 10% threshold
Insurance	10,062	-7%	Under \$10,000 and 10% threshold
Loss on asset disposals	441	-100%	Under \$10,000 and 10% threshold
Investing activities	Var \$	Var %	Explanation
Proceeds from capital grants, subsidies and contributions	(64,465)	100%	Income recognised to match project expenditure. Refer to Note 11 Grants
Proceeds from disposal of assets	376,118	255%	Refer to Assets note
Payments for property, plant and equipment and infrastructure	782,308	-42%	Refer to Assets note
Financing activities	Var \$	Var %	Explanation
Transfer from reserves	0	0%	Under \$10,000 and 10% threshold
Repayment of borrowings	0	0%	Under \$10,000 and 10% threshold
Transfer to reserves	0	0%	Under \$10,000 and 10% threshold
Surplus or (deficit) at the start of the financial year	10,690		Minor adjustments to accrued expenses at 30 June 2025

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 September 2025

Note 4 - Cash & Financial Assets

	General Ledger Balance 30-Sep-25	Bank Statement Balance 30-Sep-25
Cash at Bank - Unrestricted		
Municipal Funds	387,987	409,758
Freebairn Recreation Centre	83,582	82,660
Trust (restricted muni funds)	66,803	66,803
Investments	4,777,075	4,777,075
Till Float	3,100	-
Petty Cash	500	-
	5,319,047	5,336,296
Cash at Bank - Restricted		
Reserve Funds	3,102,669	3,102,669
	3,102,669	3,102,669

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	426,401	14,924	0	441,325	426,401	0	0	426,401
Plant	794,911	127,822	(400,000)	522,733	794,911	0	0	794,911
Building	639,344	242,377	(850,000)	31,721	639,344	0	0	639,344
Admin Equipment	136,115	19,764	0	155,879	136,115	0	0	136,115
Natural Disaster	94,653	3,313	0	97,966	94,653	0	0	94,653
Joint Venture Housing	47,393	1,659	(45,000)	4,052	47,393	0	0	47,393
FRC Surface & Equipment	49,217	1,723	0	50,940	49,217	0	0	49,217
Medical Services	132,341	4,632	0	136,973	132,341	0	0	132,341
Fuel Facility	41,253	1,444	0	42,697	41,253	0	0	41,253
Sportsperson Scholarship	15,678	549	0	16,227	15,678	0	0	15,678
Freebairn Rec Centre	237,484	38,312	0	275,796	237,484	0	0	237,484
Bendering Tip Reserve	141,980	10,826	0	152,806	141,980	0	0	141,980
Short Stay Accommodation	309,300	14,969	(25,000)	299,269	309,300	0	0	309,300
Independent Water	36,600	21,281	0	57,881	36,600	0	0	36,600
Visitor & Tourist Services	0	10,000	0	10,000	0	0	0	0
	3,102,669	513,595	(1,320,000)	2,296,264	3,102,669	0	0	3,102,669

Reserve Details	Reserve Details	Anticipated Use Date	Informal Min.	Informal Max.
Leave	To fund annual and long service leave requirements	-	-	As req
Plant	To fund the purchase of plant.	-	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 FRC	-	-	-
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
Bendering Tip Reserve	To fund the rehabilitation of the Bendering Tip site	-	-	-
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 30 September 2025

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 meeting room	10,000	2,499	-	F&E		Y
E053720 New roof on Emergency Services Building	54,000	13,500	-	L&B	Y	
E092201 Housing Construction - 4 Residences	2,354,313	14,349	-	L&B		
E091104 19 Wright Street house renovation	104,115	104,115	-	L&B	Y	
E091107 Unit 1 Johnston St Units paiting	6,000	1,500	-	L&B	Y	
E091113 38 Day Street main bathroom upgrade	20,323	5,076	-	L&B	Y	
E091114 6 Bowey Way - patio, fencing, lawn & reticulation	33,147	8,283	-	L&B	Y	
E091116 12 Bowey Way - main & ensuite bathroom upgrade	50,646	12,657	2,474	L&B	Y	
E107150 Kulin Public Toilets Upgrades	17,421	4,353	-	L&B	Y	
E107170 Pingaring Public Toilets Upgrades	12,421	3,102	-	L&B	Y	
E110100 Tennis court lighting	78,200	19,548	-	L&B	Y	
E112100 Aquatic Centre - Splashdown pool landscaping	15,000	3,750	22,479	Inf	Y	
E112000 Aquatic Centre - Solar Panels	30,000	-	-	Inf		Y
E112010 Aquatic Centre - Pool Blankets	10,000	10,000	-	P&E	Y	
E113700 FRC Car Park	18,020	4,500	-	Inf	Y	
E113920 Oval Dam Project	227,273	56,811	-	Inf	Y	
E123100 Grader (PE55)	460,000	-	451,284	P&E	Y	
E123100 Fire Fighting Unit	6,000	-	-	P&E	Y	
E123100 Roller	210,000	175,251	-	P&E	Y	
E123100 Tandem Axle Flat Top Trailer	10,000	-	-	P&E		Y
E123100 Sundry Plant	15,000	-	-	P&E		Y
E123105 Ford Everest (CEO) (PMV27)	75,000	-	72,978	MV	Y	
E123105 Ford Everest (Works Manager) (PMV30)	70,000	-	68,125	MV	Y	
E123105 Mitsubishi Fuso 4T Single Cab (PMV81)	130,000	117,000	-	MV	Y	
E123105 Mitsubishi Fuso 4T Dual Cab (PMV16)	105,000	-	-	MV	Y	
E123105 Utility (PMV117)	51,000	-	57,821	MV	Y	
E123105 Utility (PMV119)	37,000	-	-	MV	Y	
E121500 RRG Road Construction	995,903	248,973	171,510	Inf	Y	
E121520 R2R Road Construction	850,953	212,706	79,254	Inf	Y	
E121550 Own Resource Road Construction	444,737	111,156	105,202	Inf	Y	
E121551 WSN Road Construction	2,715,817	678,948	27,932	Inf	Y	
E121580 Footpath Construction	83,160	20,781	-	Inf	Y	
E121590 Bin Surrounds	28,342	7,083	-	Inf		Y
E132444 Bins, Seating, Solar Lighting	28,000	6,999	6,623	Inf		Y
E122221 Crib Room AV Equipment	10,000	2,499	-	F&E		Y
E132700 Tourism signage & Macrocarpa Trail Gazebo & seating	11,715	2,922	-	Inf		Y
E121605 Tourism signage	40,000	9,999	-	Inf		Y
E122230 Holt Rock Workers Accommodation Upgrades	27,421	6,852	-	L&B	Y	
E132600 Caravan Park Bins	9,000	2,250	-	Inf	Y	
E132710 Jilakin Rock Gazebo & Interpretation	18,495	4,620	-	Inf		Y
E134500 Visitor Centre Fit Out	10,000	2,499	-	L&B	Y	
E136045 KBR Water Tank	-	-	26,591	Inf	Y	
	9,483,422	1,874,581	1,092,273			
Gazebo & Seating for Macrocarpa Trail			17,880			
RG163 expenditure incurred in 24/25			6,148			
			1,116,301			

Note 6 (b) - Disposal of Assets	Budgeted			Actual		
	Budgeted WDV	Budgeted Proceeds	Budgeted Profit/(loss) on sale	Actual WDV	Actual Proceeds	Actual Profit/(loss) on Sale
PE177 CAT 12M Grader (PE02)	106,302	150,000	43,698	79,211	150,000	70,789
PE157 Bomag Roller	37,180	10,000	(27,180)			0
MV178 Mitsubishi Canter Single Cab (MV81)	12,092	30,000	17,908			0
MV175A Mitsubishi Fuso Dual Cab (MV16)	37,480	30,000	(7,480)			0
MV157 Holden Colorado	2,191	5,000	2,809			0
MV189 Hilux	21,342	20,000	(1,342)	24,997	31,818	6,821
MV204 Toyota Prado (CEO) (MV27)	66,771	65,000	(1,771)	69,584	63,636	(5,947)
MV205 Ford Everest (Works Manager) (MV30)	63,018	60,000	(3,018)	66,368	59,091	(7,277)
81 Johnston Street	220,000	220,000	0	220,000	219,072	(928)
Industrial block on Day Street	-	-	0			0
	566,376	590,000	23,624	460,160	523,618	63,458

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 September 2025

Note 7 - Receivables

Rates receivable	30-Jun-25	30-Sep-25
	\$	\$
Opening arrears previous years	45,034	13,695
Levied this year	2,670,846	2,774,064
Less - collections to date	(2,673,570)	(2,404,966)
Less - write offs	(28,616)	(11,151)
Equals current outstanding	13,695	371,643
Net rates collectable	13,695	371,643
% Collected	99.49%	

Trade Receivables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(307)	16,714	3,951	230	14,151	34,739
Percentage	-0.9%	48.1%	11.4%	0.7%	40.7%	
Allowance for impairment of receivables						(4,641)
Total receivables general outstanding						30,098
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

Note 8 - Payables

Payables - general	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Sundry Creditors	317,304	1,343	0	30,755	349,401
Percentage	90.8%	0.4%	0.0%	8.8%	
Balance per trial balance					349,401
Other Accruals & Payables	300,697				300,697
Total payables general outstanding					650,099
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		Principal	Principal	Interest	Principal		Principal
	01/07/2025	New loans	Repayments	30/06/2026	Repayments	01/07/2025	New loans	Repayments
Loan 1 Administration Building	682,357	0	(105,353)	577,004	(24,652)	682,357	0	0
Loan 2 Housing Construction	0	1,400,000	0	1,400,000	(20,755)	0	0	0
	682,357	1,400,000	(105,353)	1,977,004	(45,407)	682,357	0	0

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 30 September 2025

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	0.11564	136	1,371,916	158,646	158,646
Industrial	0.11564	12	115,440	13,349	13,349
Commercial	0.11564	28	432,482	50,011	50,011
Rural	0.11564	11	117,052	13,536	13,536
Unimproved Value					
Rural	0.00497	346	464,982,183	2,308,637	2,308,637
Mining	0.00497	0	-	-	-
Sub-total		533	467,019,073	2,544,179	2,544,178
Minimum Payment					
Gross Rental Value					
Residential	561.05	12	13,094	6,733	6,733
Industrial	561.05	5	11,455	2,805	2,805
Commercial	561.05	4	8,280	2,244	2,244
Rural	561.05	7	8,125	3,927	3,927
Unimproved Value					
Rural	561.05	24	1,622,117	13,465	13,465
Mining	561.05	31	183,977	17,393	16,291
		83	1,847,048	46,567	45,465
		616	468,866,121	2,590,746	2,589,644
Discount				(105,698)	(107,581)
Concessions/Write-offs				(11,259)	(11,151)
Total raised from general rates				2,473,789	2,470,912
Ex-Gratia Rates				29,386	29,386
Total Rates				2,503,175	2,500,298

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 30 September 2025

Note 11 - Grants

Operating Grants

Grant Source	Purpose	Original Budget	YTD Budget	YTD Actual	
Grants Commission	Federal financial assistance grants	1,623,907	405,976	385,566	
DFES	Emergency Services Levy Operating Grant	49,680	12,420	12,420	
DFES	ESL Admin Contribution	-	-	-	
Community Childcare Fund Grant	KCCC Operations	146,140	73,070	-	
Main Roads	State Direct Grant (Untied Road Funding)	327,614	327,614	319,545	
Department of Primary Industries & Regional Development	Community Resource Centre Funding	114,000	28,500	62,114	
Other CRC Grants & Contributions	Kulin Triathlon & Other sponsorships	1,500	375	-	
		2,262,841	847,955	779,645	

Capital Grants

Grant Source	Purpose	Original Budget	YTD Budget	YTD Actual (Income recognised)	Grant income received
DFES	Emergency Services Building Roof	36,000	-	-	-
Department of Water	Oval Dam Expansion	100,000	-	-	-
Kulin Tennis Club, Tennis Australia & CNLP	Tennis Court Lighting	61,725	-	-	-
Main Roads - Regional Road Group	Road Construction	604,250	151,063	118,438	203,000
Federal - Wheatbelt Secondary Freight Network	Road Construction	2,525,710	-	26,069	1,010,384
Federal - Roads to Recovery	Road Construction	960,142	137,163	79,254	6,149
		4,287,827	288,226	223,761	1,219,533

GENERAL COMPLIANCE CHECKLIST SEPTEMBER 2025

Class	Task	Date	Frequency	Detail	Yes/No
EMCS	Wreath for Anzac service Bush Races	Sept	Annual	Determine which Councillor or community member will be laying wreath	Yes
MESS/EMW	Bushfire Firebreak Inspections	1/09/2024	Annual	Firebreak / clean-up reminders to townsites properties. Remind residents to slash grass and clean up	Ranger
MESS	Elections	1/10/2024	Biennial	Take photo of new Council	October
MESS	Bushfire Firebreaks	1/09/2024	Annual	Send out firebreak reminder to rural property owners - Advertise in Update	Yes
MESS	Bushfire Permit To Burn Books	1/09/2024	Annual	Check stocks of Permit books	Yes
MESS	Bushfire Protective Clothing	1/09/2024	Annual	Check stocks of fire fighting protective clothing, advertise for orders	Yes
CEO/MESS	Bushfire Restricted Burning Period commencement	1/09/2024		Provides the power to vary the closure of the restricted burning period or the associated prescribed conditions by up to 14 days (or further periods of up to 14 days) and prescribes advertising requirements.	Yes
CEO	Transport R2R	September	Annual	Roads to Recovery Reporting. Annual report for R2R due (unaudited)	
EMFS	Audit Committee to Meet Quarterly	September	Quarterly	Include agenda for September Council Meeting	November
EMFS	Financial Statements - submit to Auditor	30/09/2024	Annual	Last date for submission to Auditor and selection of Audit date	Yes
EMFS/CEO/EMW	Local Government Road Assets & Expenditure Report	October	Annual	Complete and lodge return	October
EMFS	Cat Registration Tags	30/09/2024	Annual	Check sufficient tags of correct year - reorder	Yes
EMFS	Dog/Cat License Renewals due	30/09/2024	Annual	Licenses expire 31 October - reminders early in month for known late payers	Yes
EMFS	Preparation of Annual Report	30/10/2024	Annual	Draft front section of annual report in readiness for adoption when financial statements have been audited	November
EMFS	CBH Ex Gratia Rates	30/09/2024	Annual	Invoice CBH	Yes
EMW	Commodity Route Submissions	31/10/2024	Annual	Submit MCA's for Jobs by year for RRG Technical Committee assessment	Yes
EMW	Check town blocks for wild oats	30/09/2024	Annual	Send notice to clean up as required	Ranger
EMW	Check public toilets prior to KBR	15/09/2024	Annual	Anything need replacing - toilet seats, hand towel dispenser etc	Yes
EMW	Road Construction & Maintenance Review	01/09/24	Monthly	Review previous month road construction and maintenance - complete recoups, MRD line marking requests, MRD Form 8 etc. as required - Advise DCEO of invoices required for MRD and private works recovery - complete report to CEO/Council	Yes
EMW	Basketball Backboards	30/09/2024	Annual	General mtce, CRC on backboards prior to basketball	BMO
EMW	Varley Airstrip	30/11/2024	Monthly	Is the strip in good condition? Note last date it was checked and report.	Yes
Tech	Administration Building Monthly Inspection	30/09/2024	Monthly	Fiona	Yes
Tech	Kerbside Rubbish Collection	30/09/2024	Annual	Advertise and organise collection	Yes
Tech	Occupational Health Safety Meeting	31/09/2024	Quarterly	Occ Health Safety Committee meeting - review all incidents accidents and commence 1/2 yearly inspections - make recommendations for Budget	Yes
EHO	Food Act - Annual report on testing	28/10/2024	Annual	Annual report on food sampling testing	Yes