



SHIRE OF MORAWA

ORDINARY COUNCIL MEETING

ATTACHMENTS

Monday, 18 December 2023



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

Agenda Attachments

Shire of Morawa

Ordinary Council Meeting

18 December 2023

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Ordinary Council Meeting 18 December 2023

Attachment 1- 11.1.2a Shire of Morawa Local Government Extraordinary Election - Cost Estimate Letter from WAEC

Attachment 2- 11.1.2b Shire of Morawa Local Government Extraordinary Election – Written Agreement Letter from WAEC

Item 11.1.2- Adoption of 2024 Extraordinary Council Election Processes



WESTERN AUSTRALIAN
Electoral Commission
LGE 028
191,436

Scott Wildgoose
Chief Executive Officer
Shire of Morawa
PO Box 14
MORAWA WA 6623

Dear Mr Wildgoose,

Councillor vacancy – Local Government Extraordinary Election – Cost Estimate

I refer to an email of 21 September 2023 confirming that you would like the Commission to undertake the extraordinary election for the Shire of Morawa.

As a month has passed since the vacancy has occurred, under section 4.9(3) of the Act I hereby fix 15th March 2024 as the date for your extraordinary election.

As you are aware, if a declaration has been made under section 4.20(4) of the *Local Government Act 1995*, the local government is required to meet the expenses of the Commissioner in connection with the election to the extent required by regulations.

As such, to assist with the Council's decision under section 4.20(4) of the *Local Government Act 1995*, the Commission has estimated the cost to conduct your Council's election as a postal election at approximately \$11,000 (inc GST) which is based on the following assumptions:

- 410 electors;
- response rate of approximately 50%;
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

Costs not included in this estimate:

- non-statutory advertising (i.e. additional advertisements in community newspapers and promotional advertising);
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns;
- local government staff members to issue replacement votes; and
- the cost of any casual staff to assist the Returning Officer on election day or night

This cost estimate is **not** to be taken as my written agreement to be responsible for the conduct of the local government extraordinary election for the Shire of Morawa in accordance with section 4.20(4) of the *Local Government Act 1995*.

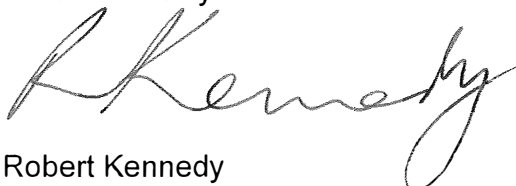
I will provide that written agreement upon receiving written confirmation from you that:

- A. Your Council agrees to the costs estimate of approximately \$11,000 as set out above; and
- B. You agree that, upon receiving my written agreement, the following two motions will be presented to your Council (**unchanged**):
 1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the extraordinary election;
 2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a postal election.

For the Commission to conduct the extraordinary election as a postal election, your Council will then need to pass the above two motions (**unchanged**) by an absolute majority *after* receiving my written agreement.

If you have any further queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

10 November 2023



WESTERN AUSTRALIAN
Electoral Commission
LGE 028

Mr Scott Wildgoose
Chief Executive Officer
Shire of Morawa
PO Box 14
MORAWA WA 6623

Dear Mr Wildgoose,

**Councillor vacancy – Local Government Extraordinary Election –
Written Agreement**

I refer to an email dated 4th December 2023 in which you accept the WAEC's Cost Estimate for the 2024 Local Government Extraordinary Election and commit to take it to your next council meeting.

For the purposes of section 4.20(4) of the *Local Government Act 1995*, this letter constitutes my written agreement to be responsible for the conduct of the local government extraordinary election for the Shire of Morawa **subject to** your Council passing the following two motions (**unchanged**):

1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the extraordinary election;
2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a Postal election.

For the Commission to conduct the extraordinary election as a Postal election, your Council will then need to pass the above two motions (**unchanged**) by an absolute majority upon receipt of this letter.

Once the Council passes the abovementioned motions, please forward confirmation to the Commission to the email address below.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,

Robert Kennedy
ELECTORAL COMMISSIONER

4th December 2023

Ordinary Council Meeting 18 December 2023

Attachment 1- 11.1.3a Reviewed Council Policies (Stage 2)

Item 11.1.3- Policy Manual Review – Stage 2

1. ADMINISTRATION (ADM)

ADM07 Key/Swipe Card Policy

Aim	The Key/Swipe Card Policy is to help protect the life, property and security of facilities and their occupants
Application	Elected Members and Staff Employees
Statutory Environment	N/A
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020 2019
Next Review	2025 2
Review Period	2 years

Objectives

To serve as the framework by which all Shire of Morawa keys and swipe cards will be managed, issued, duplicated, stored, controlled, returned, replaced and accounted for.

This policy shall apply to all keys and swipe cards (hereinafter referred to as keys) including those to all properties, plant and equipment owned and operated by the Shire of Morawa.

This policy seeks to implement a proper key control process and then preserve it by restoring security in a timely manner whenever key control has been threatened or compromised.

Policy

Council reserves the right to cancel a swipe card (electronically) if it is determined that it is not being used within the guidelines.

Guidelines

- Keys shall be stored in a locked cabinet or container. A key control management program shall be utilized.
- All keys shall remain the property of the Shire of Morawa.
- A key shall be issued only to individuals who have a legitimate and official requirement for the key.
- All keys shall be returned and accounted for.
- Key holders shall take measures to protect and safeguard any keys issued to them or in their name.
- Keys that are no longer required for authorised purposes shall be returned to the Shire.
- Key holders shall not loan their key.
- Key holders shall not use their key to grant access to non-authorised persons.
- A deposit for each key publicly issued will be collected by the Shire as set out in the Shire of Morawa Fees and Charges.
- Key holders shall not attempt in any manner to duplicate or alter keys in their possession.
- Key holders shall immediately report any lost, missing, stolen or damaged keys.
- Persons entering locked buildings or spaces are responsible for re-securing all doors and shall not prop open any doors.

2. CORPORATE (CORP)

CORP03 Closed Circuit Television and Video Surveillance Devices Management

Aim	To establish and clearly define the Shire's approach to the deployment and management of Closed Circuit Television, Video Surveillance Devices and Tracking Devices.
Application	All Elected Members and Senior Management
Statutory Environment	<i>Surveillance Devices Act 1998</i>
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020 N/A
Next Review	202 5 2
Review Period	Every 2 years

Objective

To establish and clearly define the Shire's approach to the deployment and management of Closed Circuit Television (CCTV), Video Surveillance Devices (VSD's) and Tracking Devices Shire wide.

Policy

The Shire deploys a range of CCTV, VSDs and Tracking Devices to meet its operational needs.

The Shire uses CCTV VSD and Tracking devices for asset protection, staff safety, to improve the perception of community safety, and to achieve operational efficiency. These devices may occasionally be used to assist in a human resources enquiry.

The Shire restricts its activity to Shire property and to limited areas of the public realm. The Shire is not attempting to provide a policing function to the community but supports the activities of WA Police by providing access to its footage for post incident investigation and public realm monitoring.

The Shire does not constantly monitor its CCTV, however may monitor as required and may also provide access to its public facing CCTV system to the WA Police who may undertake monitoring as required.

The Shire will not provide permanent CCTV coverage to private property, residential areas or shopping centres, but may assist in identified "hot spot" locations by providing mobile CCTV coverage for limited periods.

The oversight of these surveillance functions is provided for under by a CCTV and Surveillance Devices Management Committee in accordance with the *Surveillance Devices Act 1998* (the Act).

The Shire aims to comply with this and other relevant legislation by:

- ensuring only ~~staff appropriately~~ appropriately authorised organisations and/or personnel licenced by WA Police can install or operate CCTV and surveillance equipment or access and download stored footage;

- access for ~~simple reviewing of~~ footage ~~can only be given to approved operational staff and viewed in a controlled environment with a signed Deed of Confidentiality; and confidentiality requirements must be appropriately managed by the CEO;~~
- ensuring all footage is kept as a minimum for the length of time dictated in the Act; and
- ensuring surveillance devices not yet listed in the Act are treated in accordance with the Act.

3. ELECTED MEMBERS (ELM)

ELM02 Recognition of Retiring Councillors

Aim	To formally recognise retiring Elected Members for their services during their elected term in local government and citizens of the Shire for their contributions to the community.
Application	All Elected Members
Statutory Environment	<i>Local Government Act 1995 s. 5.100A Administration Regulations 34AC</i>
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020 2018
Next Review	2027 2
Review Period	4 years

Objective

To formally recognise retiring Elected Members for their services during their elected term in local government and citizens of the Shire for their contributions to the community.

Policy

Retiring Elected Members are recognised at their last Ordinary Council meeting or at an official function recognising past Elected Members. Retiring Elected Members are presented with:

- A name plaque;
- A certificate of service; and
- ~~A~~ gift up to the value of \$500.

The final gift and its value will be determined by the Shire President commensurate with the length and impact of the Retiring Elected Member service.

Council may elect to resolve to vary the terms of this policy for a particular Elected Member should their length and impact of service be exemplary.

Definitions

Retiring - Not being re-elected or standing down from public office on completion of at least one full term of service.

ELM03 Code of Conduct Council Members, Committee Members and Candidates

Aim	The Code provides a guide and a basis of expectations for Council Members, Committee Members and Candidates. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.
Application	All Council Members <u>Elected Members</u> - Committee Members and Candidates
Statutory Environment	<i>Local Government Act 1995 (S 5.103 – Codes of Conduct) and Local Government (Administration) Regulations 1996 (Regs 34B and 34C).</i>
Approval Date	OCM 20 May 2021
Last Review	<u>OCM 20 May 2021</u> 2020
Next Review	2025 <u>3</u>
Review Period	2 years

Objectives

To guide decisions actions and behaviours of ~~C~~ouncil ~~m~~Members, (~~e~~lected and ~~u~~nelected), ~~e~~Committee ~~M~~embers and ~~e~~Candidates in local elections. The intent is that local governments will address behaviour through education rather than sanctions.

Policy Statement

The Code of Conduct applies to Council Members (elected and unelected), Committee Members and Candidates ~~council members, committee members, elected and unelected, and candidates~~ in local elections.

Policy Purpose:

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

Policy Details

Division 1 - Preliminary provisions

1. Citation

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

2. Terms used

(1) In this code —

Act means the Local Government Act 1995;

candidate means a candidate for election as a council member;

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

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning

as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

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

4. Personal integrity

1. A council member, committee member or candidate should —
 - (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) identify and appropriately manage any conflict of interest; and
 - (e) avoid damage to the reputation of the local government.
2. A Council member or committee member should —
 - (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

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

6. Declaration of Gifts

- (1) Members will not seek or accept (directly or indirectly) from any person or body, any immediate or future gift, reward or benefit (other than gifts of a token kind, or moderate acts of hospitality) for themselves or for any other person or body, relating to their status with the Local Government or their performance of any duty or work which touches or concerns the Local Government;
- (2) If any gift, reward, or benefit is accepted (other than gifts of a token kind, or moderate acts of hospitality), including contributions to travel valued at over \$100, disclosure will be made in a prompt and full manner and in writing in the appropriate register.

- (3) The disclosure must be made in writing to the CEO

7. Accountability

A council member or committee member should —

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

Division 3 — Behaviour

8. Overview of Division

This Division sets out —

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

9. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

10. Relationship with others

A council member, committee member or candidate —

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

- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

11. Council or committee meetings

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

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

12. Complaint about alleged breach

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

13. Dealing with complaint

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

- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

14. Dismissal of complaint

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

15. Withdrawal of complaint

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

16. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.

- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division. The Shire of Morawa provides a full overview of [its](#) procedure for dealing with complaints in its Behaviour Complaints Management Policy.

Division 4 — Rules of conduct

Notes for this Division:

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

17. Overview of Division

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

18. Misuse of local government resources

- (1) In this clause —
electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;
resources of a local government includes —
 - (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

19. Securing personal advantage or disadvantaging others

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

20. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

21. Relationship with local government employees

- (1) In this clause —
local government employee means a person —
 - (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

22. Disclosure of information

- (1) In this clause —
closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;
document includes a part of a document;
non confidential document means a document that is not a confidential document.
- (2) A council member must not disclose information that the council member —

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

23. Disclosure of interests

- (1) In this clause —
interest —
 - (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
 - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —

- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

24. Compliance with plan requirement

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

ELM06 Conduct of Public Question Time

Aim	Establish procedures for the conduct of public question time of ordinary and special meetings of council and committee meetings.
Application	All Elected Members <u>Committee Members</u> <u>Employees</u> <u>Community Members</u>
Statutory Environment	<i>Local Government Act 1995 s5.24 – Question Time for Public Shire of Morawa Standing Orders Local Law 2012</i>
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020 N/A
Next Review	202 <u>7</u> 4
Review Period	4 years

Objective

To outline the procedure for the conduct of public question time at ordinary and special meetings of ~~C~~council and to any ~~e~~Ccommittee that is open to the public.

Policy*Public Question Time*

The procedures for Public Question Time are set out in the *Shire of Morawa Meeting Procedures 2012 - Local Law*.

A provision for public question time is made at each meeting of Council, and at Committees that are open to the public.

On attendance at a ~~m~~Meeting, members of the public are required to be provided with the guidance document 'Protocols Public Question Time – Council Meetings' also available on the Shire website www.morawa.wa.gov.au which gives information on the conduct of Public Question Time.

Members of the public are required to submit their public questions in writing, preferably on the *Public Question Form*. Public Question forms are available on the Shire website and at the venue of the Council/Committee Meeting immediately prior to meetings.

Department of Local Government, Sport and Cultural Industries guidelines relating to Public Question time outline that ~~e~~Elected ~~M~~Members should not use question time to ask questions as many other alternatives are available to them.

If ~~e~~Elected ~~m~~Members are provided with questions from members of the public for presentation to Council as part of Question Time, the Councillor should provide a copy of the questions to the Chief Executive Officer as soon as practical after receiving them, and lodge the original document to the President on Council Meeting Day.

Question time is reserved for genuine questions only and is not intended to be used for the making of statements. Questions should ideally be submitted as early as possible prior to the meeting to enable research to be undertaken, thus enabling the most comprehensive response possible to be provided and avoiding the need to take the question(s) on notice.

ELM10 Affixing of the Shire of Morawa Common Seal

Aim	To establish the circumstances under which the official Council Common Seal may be affixed to documents.
Application	Elected Members & CEO
Statutory Environment	<i>Local Government Act (1995) S2.5(2) & S9.49</i>
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020 2018
Next Review	2027 2
Review Period	4 years

Objective

To establish the circumstances under which the official Council Common Seal may be affixed to documents.

Policy

Affixing The Common Seal

Under section 9.49A of the *Local Government Act 1995* –

1. The Common Seal cannot be affixed to a document except as authorised by the Council; and
2. The Common Seal must be affixed to a document in the presence of:
 - a) The Shire President (or, if section 5.34 applies, by the Deputy Shire President); and
 - b) The CEO or an employee authorised by the Chief Executive Officer.

each of whom is to sign the document to attest that the Common Seal was affixed.

Documents requiring the Common Seal to be affixed

The Common Seal is to be affixed only to documents required by Legislation to be executed using the Common Seal e.g. *Transfer of Land Act 1893*.

Procedures for the use of the Common Seal

The Chief Executive Officer is responsible for the security and proper use of the Common Seal.

Wording of the Common Seal clause

If the legislation is silent on the wording of the Common Seal ~~clause~~clause, then the following below shall apply:

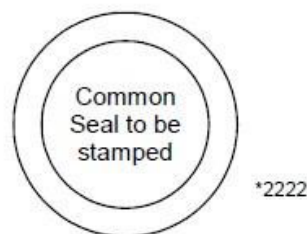
Example – Where the Common Seal is Affixed by Resolution of Council

DATED: _____ 20__

The Common Seal of the Shire of [name] was affixed by authority of a resolution of the Council in the presence of:

[INSERT NAME OF PRESIDENT]
PRESIDENT

[INSERT NAME OF CEO]
CHIEF EXECUTIVE OFFICER



Common Seal Register

Entries in the register are to indicate the:

- a) document to which the seal was affixed;
- b) date the seal was affixed;
- c) people who have attested to the seal being affixed to the document;
- d) date on which the Council resolved to make the decision or enter into the contract to which the document relates; and the date on which the Council resolved to grant authorisation for the seal to be affixed to the relevant document.

Security of the Common Seal

The Chief Executive Officer is to make appropriate arrangements for:

- (a) keeping the seal in a safe and secure location; and
- (b) the appointment of a person who is to have custody of the seal.

ELM14 Community Projects Letters of Support

Aim	To provide clear guidelines to the Elected Members and Shire Staff regarding community projects where letters of support from the Shire of Morawa are requested.
Application	All Elected Members <u>Committee Members</u> <u>Employees</u> <u>Community Members & Staff</u>
Statutory Environment	N/A
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020 N/A
Next Review	202 5 2
Review Period	2 years

Objective

To acknowledge and support the Shire of Morawa community projects where letters of support are requested. The Shire of Morawa recognises that it has a major role in creating and developing a strong, cohesive community where people support each other and work together to achieve their desired quality of community life.

Policy

Council will support projects, services, programs and facilities for the community which are:

- Planned and Coordinated – Council recognises services to the community are best delivered in a holistic, coordinated manner and that any council planning processes such as recreation planning must consider the needs of the community and must be considered before a letter of support is written.
- Efficient and Accountable – Council will support services for the community that are delivered in an effective, competitive and accountable way.
- Participative – Council recognises the importance of the community being involved in the design, development and management of services and facilities that will be utilised by them.
- Accessible – Council wishes to ensure that the community have access to the range of services and facilities offered in the community.
- Collaborative Partnerships – Council recognises and encourages the collaborative efforts of individuals and agencies working in partnership with the Shire.
- Initiatives which aim to deliver outcomes that align to the vision, aspirations and strategic focus areas highlighted in the Strategic Community Plan.

Method

1. Requests should be received by the ~~Executive Manager of Community Services~~Administration with a minimum of five working days' notice prior to the required date.
2. A request for a letter of support (or a *Referee* request, where specific funding bodies do not accept letters of support) is to include:
 - a) An overview of the application organisation;

- b) Full contact details of the organisation including name and contact details of the relevant person in relation to the proposed project.
 - c) Details of the proposed project (including how the project meets the objectives of the Policy);
 - d) Details of the application and all other relevant information for the grant/subsidy;
 - e) Details of the organisations relationship the Shire including any Lease or License conditions in place, plus any other relevant information that might affect the Shire as a result of the application.
3. A summary of the application, any officer comments and a draft letter of support to be prepared by the ~~Executive Manager of Corporate and Community Services Administration~~ (for President' consideration).
4. All letters for non-monetary support or for grants up to the value of \$5000 may be reviewed and executed by the CEO. The CEO must provide notification to the Shire President and Deputy Shire President with the intention to support any applications.
- 4.5. All other letters of support are to be signed by the Shire President or if unavailable, the Deputy Shire President.

8. RECREATION TOURISM & ECONOMIC DEVELOPMENT (RTED)

RTED02 Tourism

Aim	To recognise that tourism is an important contributor to the local economy.
Application	Shire of Morawa and tourism stakeholders
Statutory Environment	N/A
Approval Date	OCM 19 November 2020
Last Review	OCM 19 November 2020N/A
Next Review	2025 2
Review Period	2 years

Objective

To recognise that tourism is an important contributor to the economy within the Shire of Morawa, and that the Shire needs to play an active role to facilitate the growth and development of tourism in Morawa.

Policy

The Shire will continue to work with State, regional and tourism industry stakeholders to promote local tourism opportunities.

The Shire will in particular:

- Endeavour to assist the Morawa Tourist Information Centre to develop tourism in the area.
- In the formulation of its planning regulations and preparation of local laws and other regulations, will have regard to the requirements of tourism development, and the impacts these rules will have on tourism.
- When reviewing Strategic Plans, Town Plans and Development Control Plans, take into consideration policies on tourism and other related issues.
- Encourage tourism product development and investment throughout the area and where possible will facilitate the development application process.
- Encourage a high standard of relevant design and aesthetics in all forms of tourist development.
- Consider the welfare of the whole community, and examine the social, cultural, economic and environmental impact when supporting tourism development and any associated facilities.
- Promote landscaping of residential and commercial centre to make the Shire a unique and attractive visitor destination.
- Where practicable, support the enhancement of natural features, conservation areas of outstanding scenic beauty and recognise items of heritage significance.
- Facilitate the development of scenic routes, walk-trails and lookouts and review signage needs in strategically important tourist areas.

Ordinary Council Meeting 18 December 2023

Attachment 1- 11.1.4a Draft REED & Shire of Morawa Partnership Agreement

Attachment 2- 11.1.4b Preliminary Design

***Item 11.1.4- Project Development Update –
Morawa Early Childhood Education
and Family Centre***

Partnership Agreement
Between

Shire of Morawa (SoM)

26 Winfield Street, Morawa, WA 6623

And

REGIONAL EARLY EDUCATION AND
DEVELOPMENT INC. (REED)

6 William Kennedy Way Narrogin Western
Australia 6312

This partnership agreement seeks to outline the mutually beneficial arrangement between the Shire of Morawa (SoM) and Regional Early Education and Development Inc. (REED), with the view of providing quality early childhood education and care (ECEC) services within an appropriately accredited ECEC centre.

This agreement covers off on three levels of partnership between the two organisations, namely:

1. Pre-funding confirmation ECEC centre development
2. Post funding confirmation ECEC centre development
3. Post ECEC centre construction

The two parties agree that until this agreement is superseded by an alternative arrangement or documentation, the two parties will undertake an annual review meeting and work to adjust the agreement as necessary to achieve the best possible outcomes.

Pre-funding confirmation ECEC Centre development

Prior to capital funding confirmation, both SoM and REED agree to work together collaboratively to ensure the conceptual and detailed designs for any future ECEC facility will meet the needs of REED as the service provider as well as the Morawa community.

REED agree to provide representation on the Morawa ECEC working group facilitated by the SoM and agree to provide inputs to the SoM and the Shire's architect as requested during the design process.

The SoM is committed to developing a facility that meets contemporary ECEC standards and offers suitable amenities for staff and children utilizing the facility.

The SoM and REED will work together to identify and source grant funding opportunities that could offset the costs involved in developing a new ECEC centre's service delivery model.

Post-funding confirmation ECEC Centre Development

Once appropriate funding is sourced and confirmed, the SoM commits to establishing a facility for ECEC services in the Morawa Townsite.

SoM agrees to work with REED to pursue operational fundings sources to offset any set up costs involved with REED establishing and accrediting a new ECEC centre.

REED agrees to be an active participant and stakeholder during the project delivery stage, attending site meetings, online discussions, or providing inputs as required to ensure the construction delivers the desired result.

Both parties agree to negotiate suitable lease and service delivery agreements, in good faith with the goal to formally complete all documentation at least 6 months before construction completion to ensure a smooth practical completion handover process.

Post ECEC Centre Construction

Both parties agree to work in good faith to deliver the best possible outcomes for the Morawa community and in particular children and families within the community.

All of the below items are given with in principle support at stage pending formal lease and other agreement discussions.

SoM is willing to provide:

- a) Peppercorn \$1 per term of agreement rent for the lease of the ECEC facility, noting REED holds not for profit status and disposal of property exemptions under the Local Government Act 1995 apply to leases of this type.
- b) Annual pest spraying, fire safety testing, and electrical test and tagging through its established contracts for the new facility at no cost to REED as the Lessee. Outside of these annual compliance/asset management activities REED will be required to keep the facility pest free and well maintained. The Shire will cover extermination costs unless the infestation is linked to poor cleanliness and maintenance linked to usage.
- c) Basic weekly garden maintenance (mowing, whipper snipping, debri removal, reticulation maintenance etc.) through its parks and garden team, at no cost to REED as the Lessee. It is envisaged that this basic maintenance would be around 1 hour per week and would focus on the use of machinery that isn't readily available to REED staff. Simple items such as weeding, pruning, sweeping etc. would still be under the responsibilities of REED as the Lessee.
- d) Rubbish collection and sewerage provision services using established assets and contractors at no cost to REED as the Lessee. REED is required to maintain the property in a clean and tidy condition without the accumulation of rubbish etc. Rubbish above that which will fit within the normal general waste bin must be disposed of by REED using an alternative method such as a local Landfill or Transfer Station.
- e) Building and Contents insurance coverage over the facility – however this would not cover REED's operational aspects
- f) Maintenance and support for maintaining capital items such as airconditioning units and fixed items, with REED taking responsibility for basic amenity maintenance such as paint refreshes, light globes, toys and consumables.
- g) An unfurnished residential premise consisting of at least 2 bedrooms and one bathroom, for the purpose of REED accommodating staff members working at the Morawa centre. Charged to REED at a rental rate below market rent (At this time a rate of \$100 below market rate seems reasonable) for the premise. REED would be responsible for all utility costs and standard Lessee maintenance requirements associated with a residential property tenancy. The Shire would continue to insure and perform annual inspections and routine maintenance of the property (airconditioning, pest management etc.) at the Shire's cost.

REED is willing to provide

- a) As far as is practical given staffing constraints, 5 days a week service with an after school care component
- b) Active integration and a positive working relationship with the Morawa District High School and in particular the kindergarten, pre-primary, and primary school environments. This partnership may also extend to the provision of Year 11 and 12 placements if an Early Years Education Unit can be incorporated within high school topics.
- c) A commitment to working with MEEDAC and the local Indigenous community to maximise the development outcomes for young Indigenous community members, either through regular utilization of ECEC services or through collaboration in the family space incorporated within the holistic centre complex.
- d) Annual reports to the Shire on the participation at the Centre and outcomes achieved, and commit to a positive working relationship focused on maximizing the community benefit from the service and the centre.

Agreed to on behalf of the REED Board and Operations by:

Board Chair:

General Manager:

Agreed to on behalf of the Morawa Council and administration by:

Shire President:

CEO:



PRELIMINARY

ARCHITECTURAL

- A.00 SITE PLAN
- A.01 FLOOR PLAN
- A.02 CEILING PLAN
- A.03 ELEVATIONS
- A.04 ELEVATIONS
- A.05 SECTIONS
- A.06 ELEVATION IMAGES
- A.07 ELEVATION IMAGES
- A.08 INTERNAL IMAGES
- A.09 INTERNAL IMAGES
- A.10 INTERNAL IMAGES

STRUCTURAL

- S0.01 DRAWING INDEX & DESIGN CRITERIA
- S1.01 FOOTINGS & SLABS CLASS 'S'
- S1.02 SECTIONS & DETAILS
- S1.01A FOOTINGS & SLABS CLASS 'M'
- S1.02A SECTIONS & DETAILS
- S2.01 WALL LAYOUT PLAN
- S2.02 TYPICAL WALL BRACING DETAILS
- S2.03 TYPICAL TIMBER FRAMING DETAILS
- S2.04 TYPICAL TIMBER FRAMING DETAILS
- S2.05 TYPICAL TIMBER FRAMING DETAILS
- S3.01 ROOF LAYOUT PLAN
- S3.02 ROOF SECTIONS

ELECTRICAL

- E01 LEGEND
- E02 SITE PLAN
- E03 POWER, COMMS, ACCESS CONTROL
- E04 LIGHTING
- E05 ELECTRICAL SLD
- E06 DETAILS

MECHANICAL

- A.01 FLOOR PLAN

HYDRAULIC

- HS1 GENERAL INFORMATION & DETAILS
- HS2 SITE PLAN - HYDRAULIC SERVICES
- HS3 FLOOR PLAN - SEWER
- HS4 FLOOR PLAN - WATER

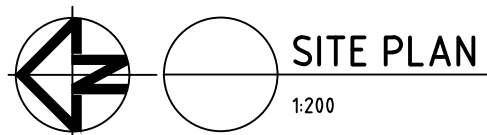
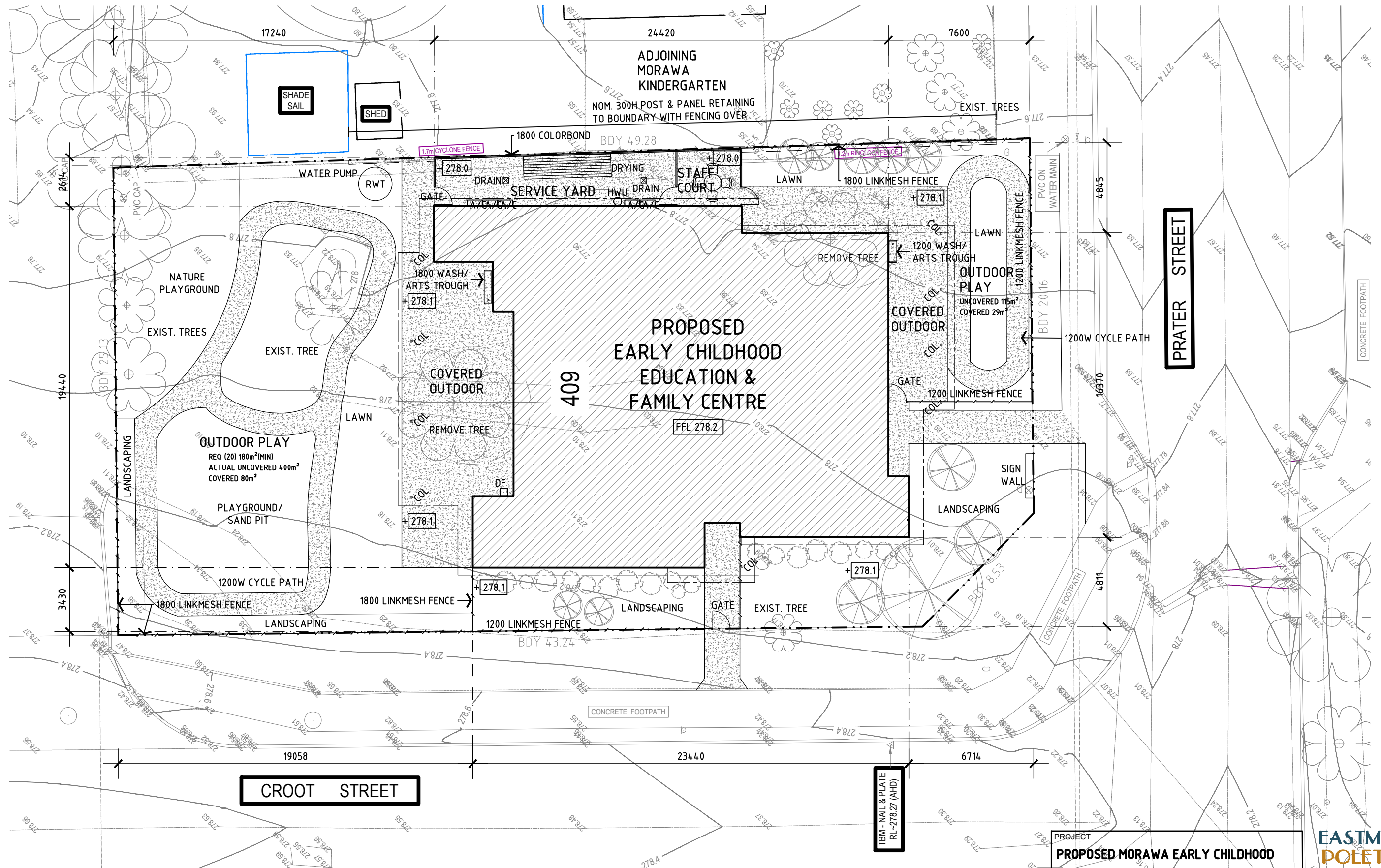
PROPOSED MORAWA
EARLY CHILDHOOD
EDUCATION & FAMILY CENTRE
MORAWA W.A. 6623

OCTOBER 2023

JOB No. 2317

SUITE 1, 'five' BAYLY STREET GERALDTON WA 6530 (P.O. BOX 27) TEL 08 9964 4949 FAX 08 9964 2424
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SITE PLAN

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	Date	Amendment	INIT.

PROJECT
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EDUCATION & FAMILY CENTRE
CNR CROOT & PRATER ST
MORAWA

DRAWING
SITE PLAN

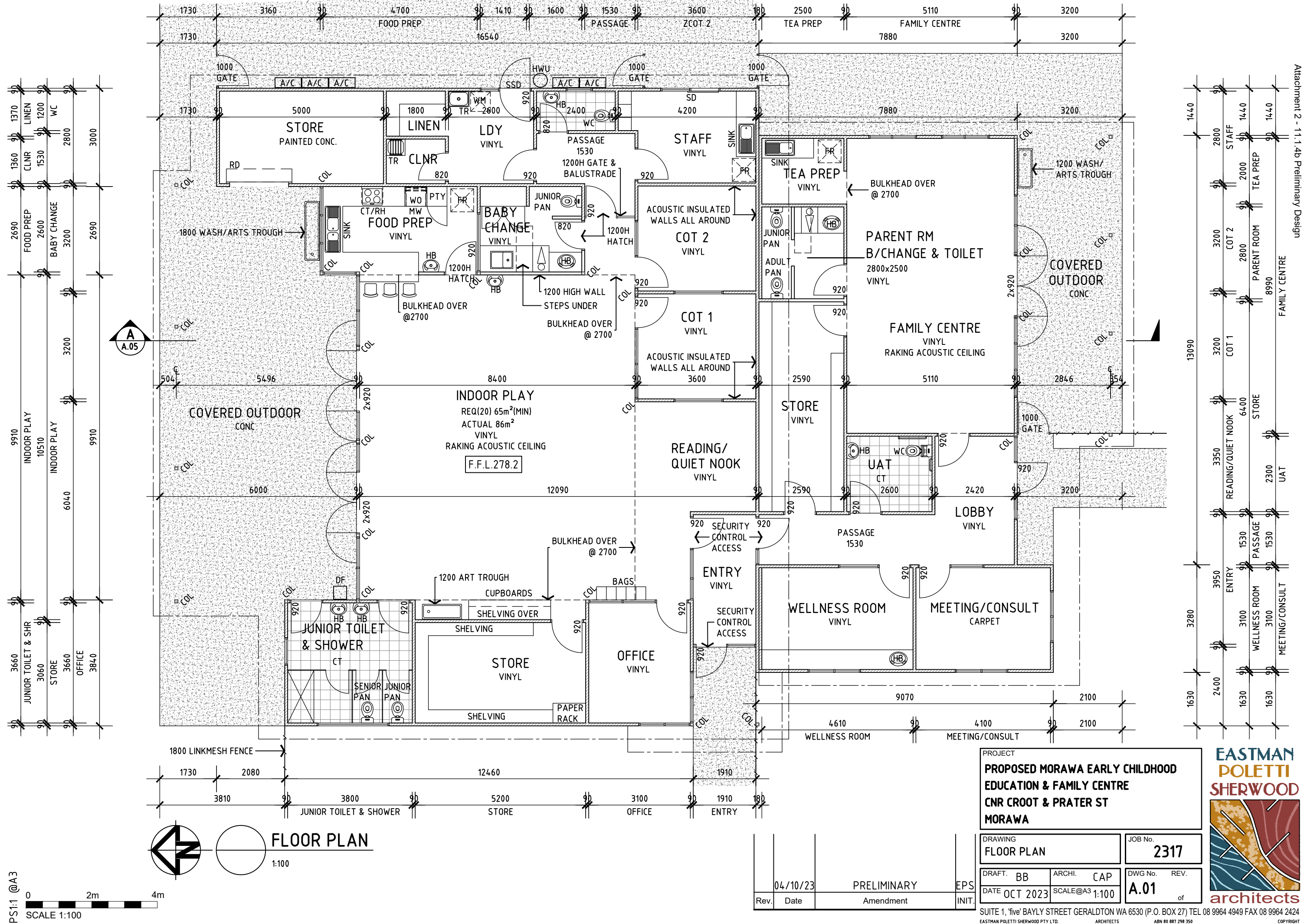
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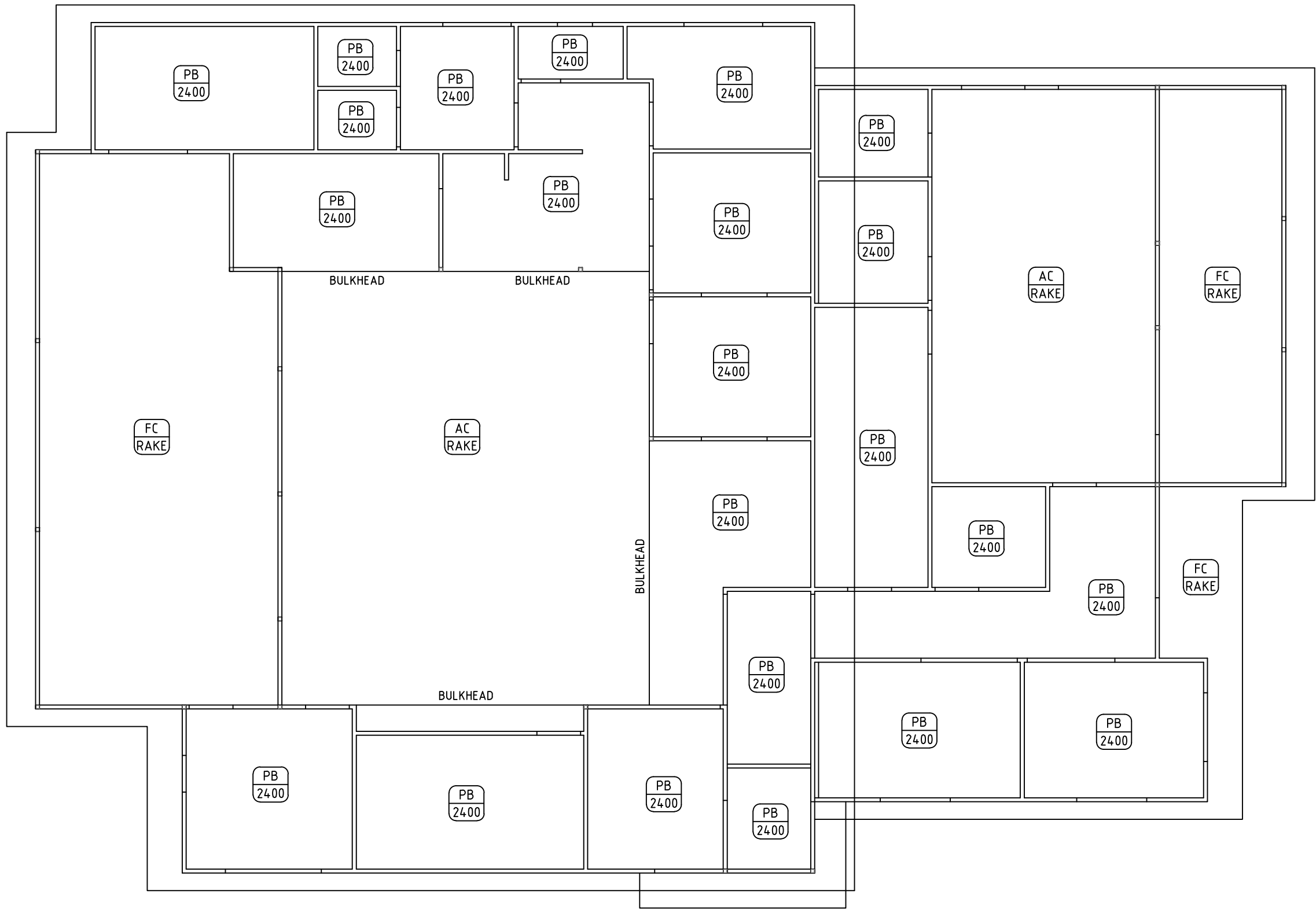
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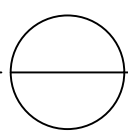



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CEILING LEGEND	
XX	MATERIAL
XXXX	HEIGHT AFL
AC	ACOUSTIC
FPB	FLUSH PLASTERBOARD
FC	FIBRE CEMENT
MH	MANHOLE (COORDINATE MAN HOLE LOCATIONS WITH A/C)



CEILING PLAN

1:100

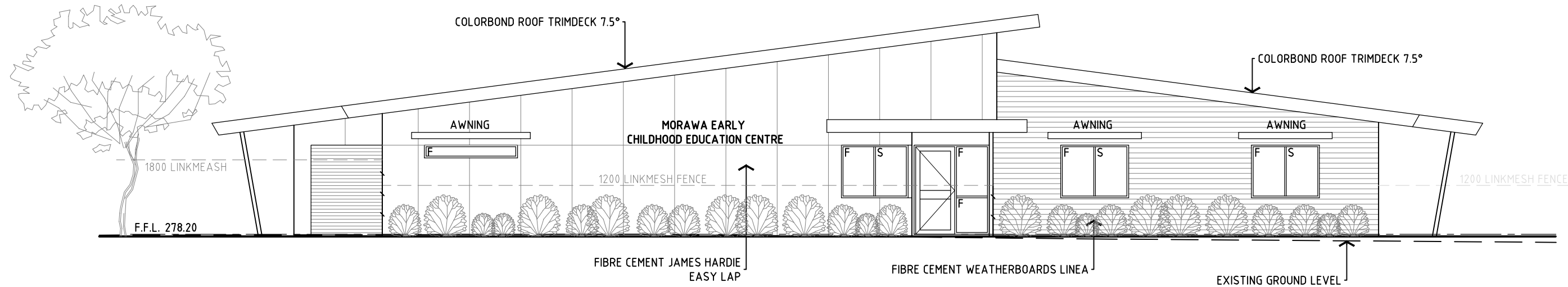
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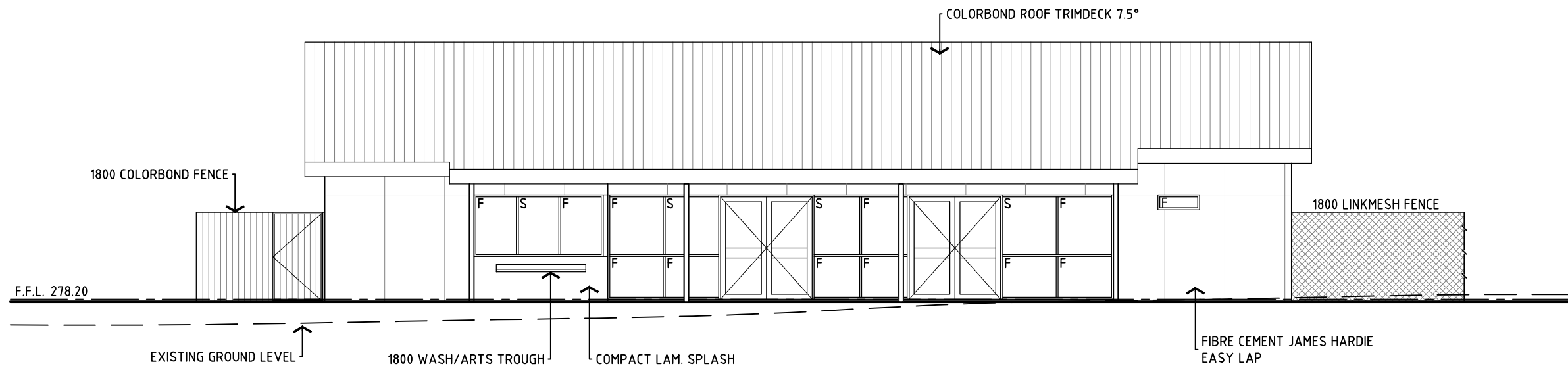
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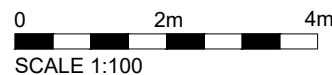


WEST ELEVATION CROOT STREET
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NORTH ELEVATION
1:100

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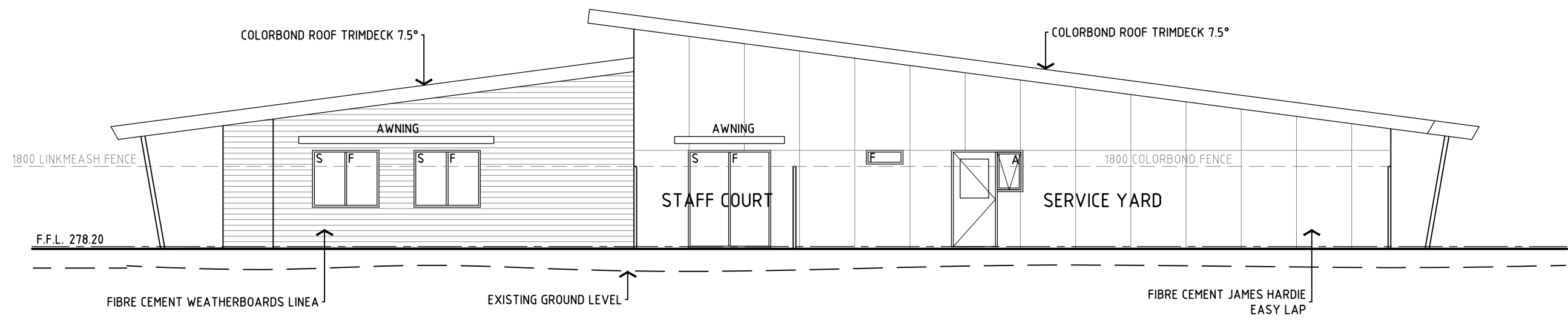


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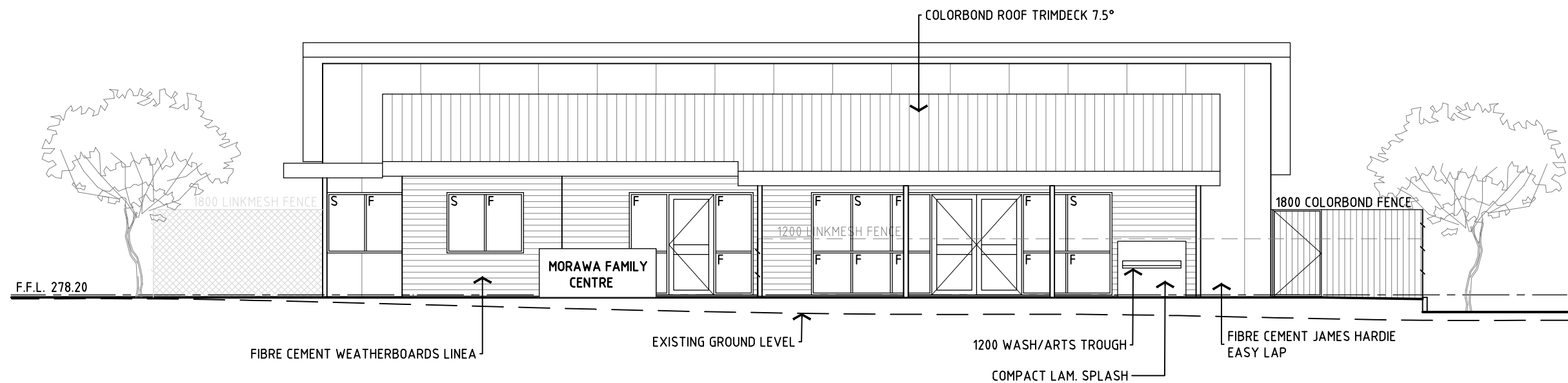
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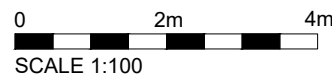


 **EAST ELEVATION**
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 **SOUTH ELEVATION PRATER STREET**
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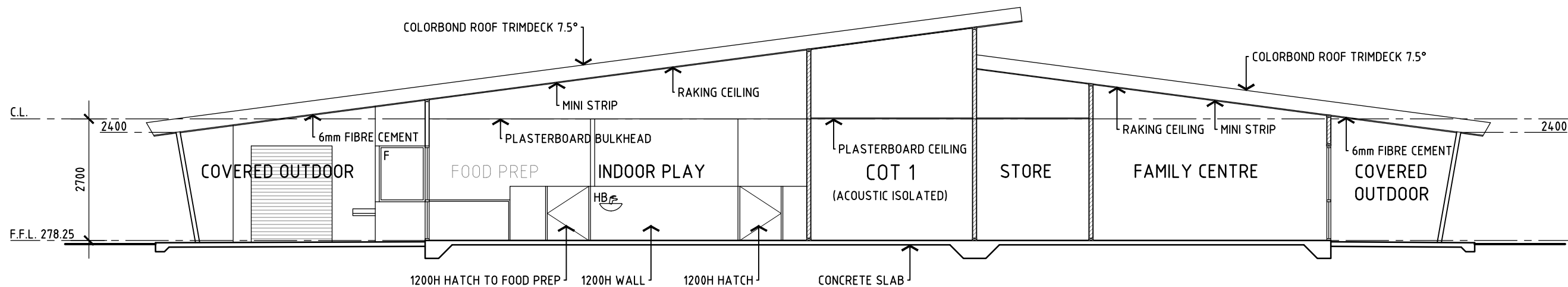
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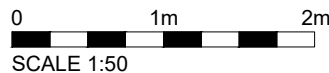
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SECTION A-A
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WEST SIDE CROOT STREET



NORTH SIDE

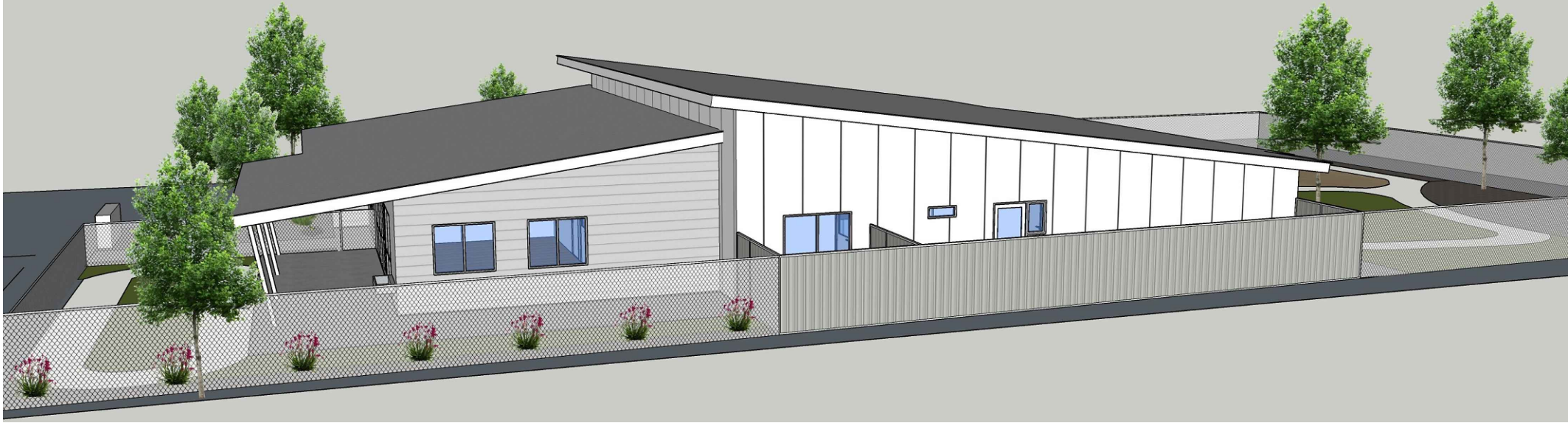
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	04/10/23	PRELIMINARY	EPS

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EAST SIDE



SOUTH SIDE PRATER STREET

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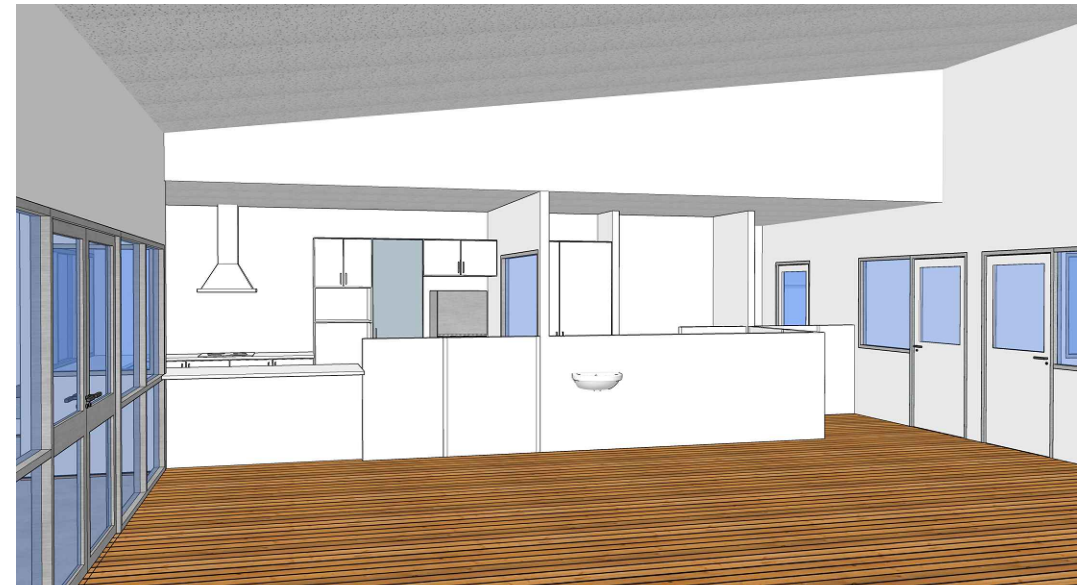
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FAMILY CENTRE



INDOOR PLAY AREA




INDOOR PLAY AREA



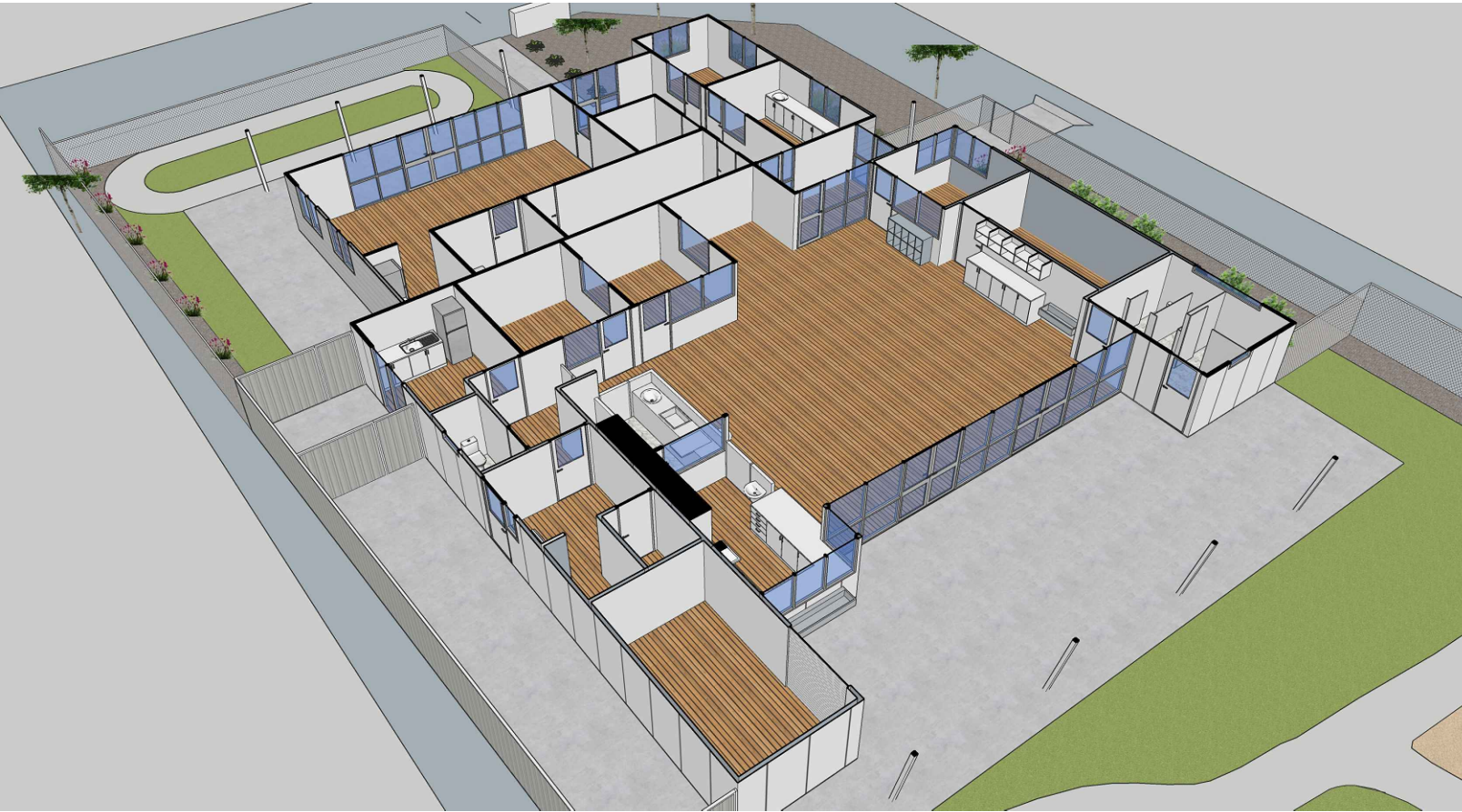
INDOOR PLAY AREA



INDOOR PLAY AREA

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Rev.	Date	Amendment	INIT.

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DRAWING	INTERNAL IMAGES
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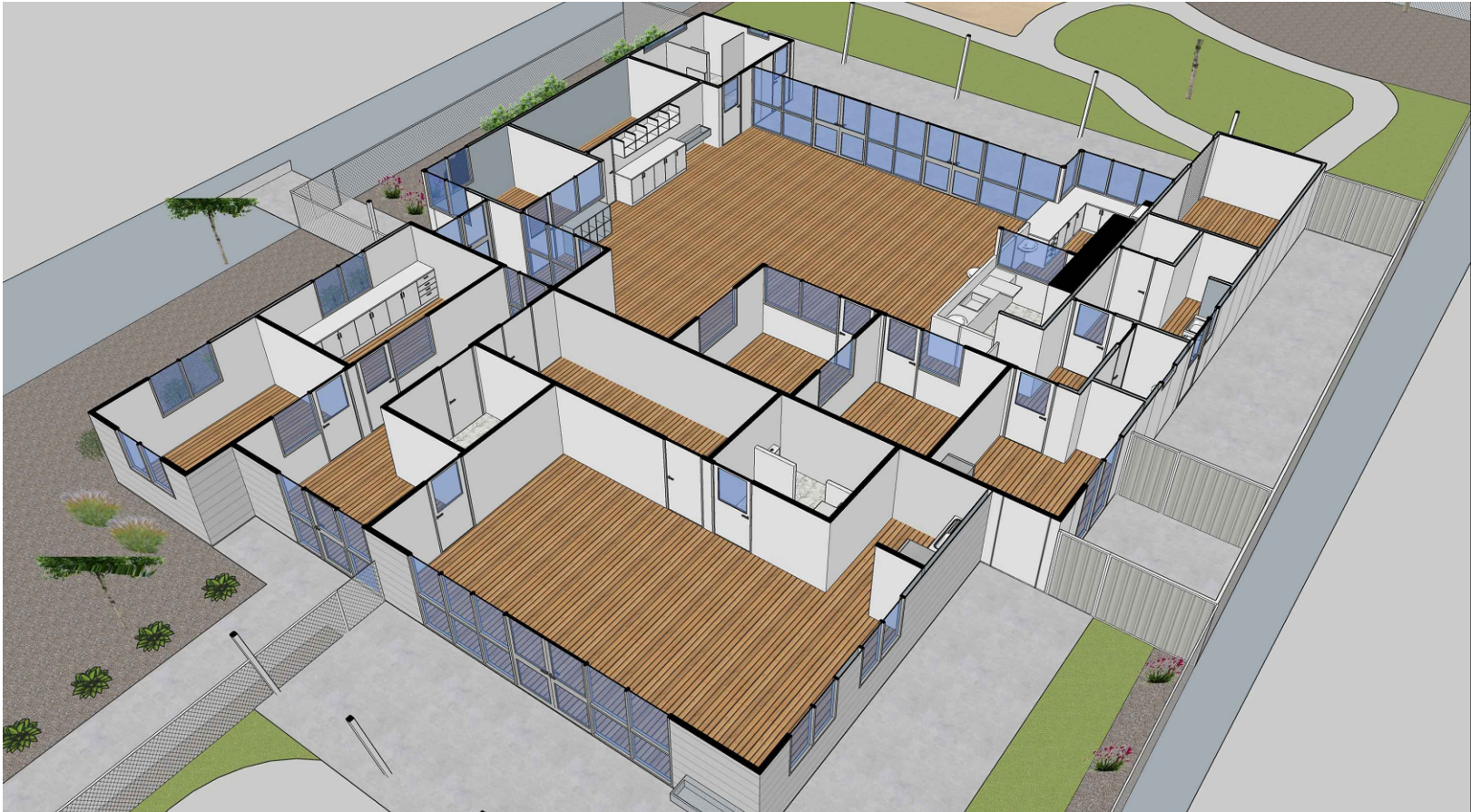
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SUITE 1, 'five' BAYLY STREET GERALDTON WA 6530 (P.O. BOX 27) TEL 08 9964 4949 FAX 08 9964 2424				ARCHITECTS	
<small>EASTMAN POLETTI SHERWOOD PTY LTD.</small>				<small>ABN 88 887 298 350</small>	

Rev.	Date	Amendment	INIT.
	04/10/23	PRELIMINARY	EPS

Ordinary Council Meeting 18 December 2023

- | | |
|-----------------------------|---|
| <i>Attachment 1-</i> | <i>11.2.1a Monthly Financial Report for the period ending 30 November 2023</i> |
| <i>Attachment 2-</i> | <i>11.2.1b Bank Reconciliation for the period ending 30 November 2023</i> |
| <i>Attachment 3-</i> | <i>11.2.1c List of Accounts Paid for the period ending 30 November 2023</i> |
| <i>Item 11.2.1-</i> | Statement of Financial Activity – November 2023 |
-

SHIRE OF MORAWA

MONTHLY FINANCIAL REPORT

INCLUDES THE STATEMENT OF
FINANCIAL ACTIVITY

FOR THE YEAR ENDING
30 JUNE 2024



SHIRE OF MORAWA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2023

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

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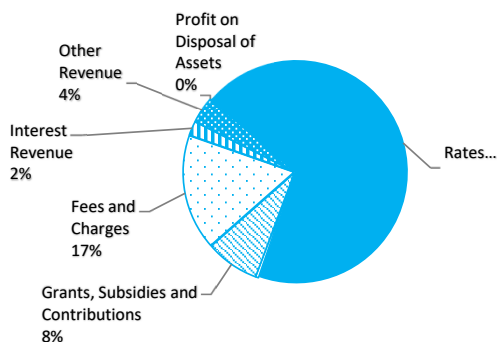
MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 30 NOVEMBER 2023

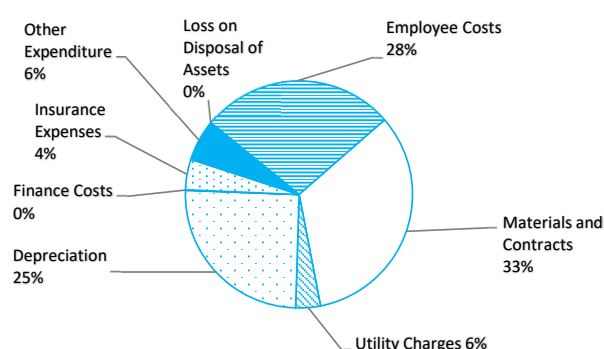
SUMMARY INFORMATION - GRAPHS

OPERATING ACTIVITIES

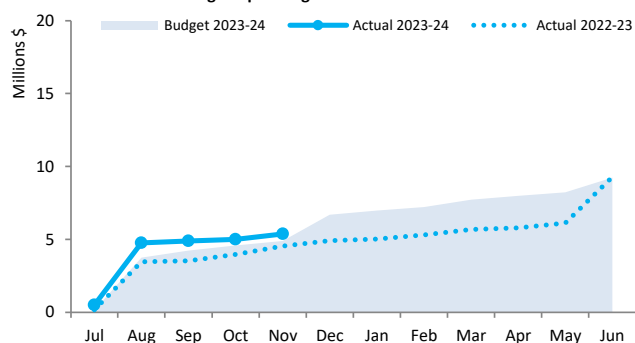
OPERATING REVENUE



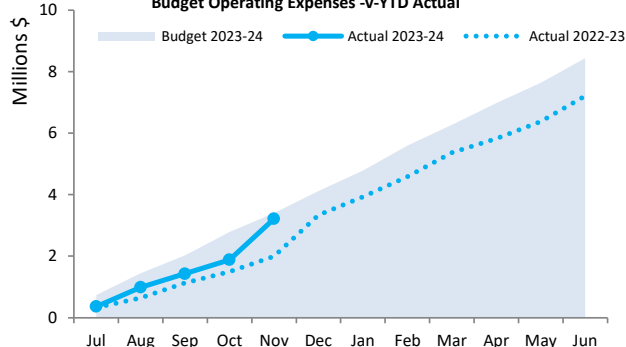
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

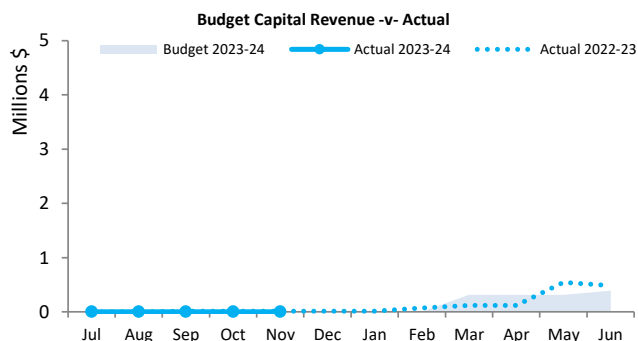


Budget Operating Expenses -v- YTD Actual

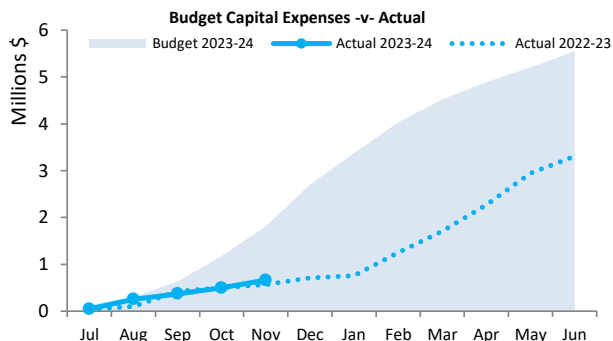


INVESTING ACTIVITIES

CAPITAL REVENUE



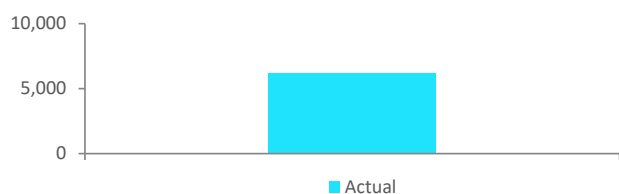
CAPITAL EXPENSES



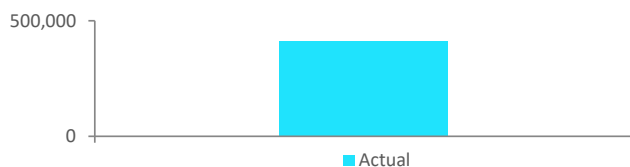
FINANCING ACTIVITIES

BORROWINGS

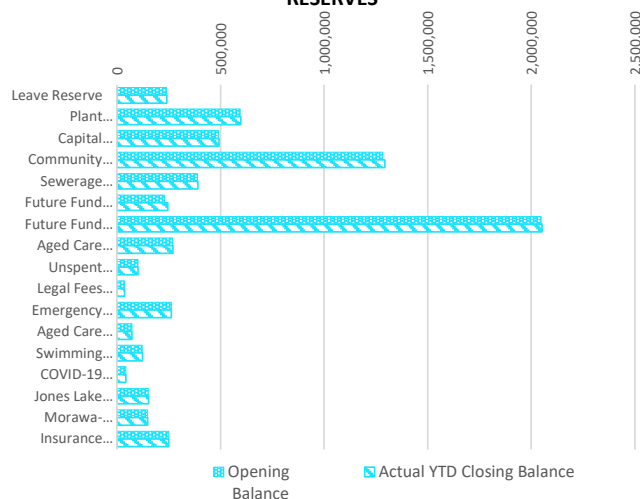
Principal Repayments



Principal Outstanding



RESERVES



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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2023

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.14 M	\$2.14 M	\$2.48 M	\$0.35 M
Closing	(\$0.08 M)	\$2.69 M	\$4.74 M	\$2.05 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$11.32 M	% of total
Unrestricted Cash	\$4.55 M	40.2%
Restricted Cash	\$6.78 M	59.8%
Refer to Note 2 - Cash and Financial Assets		

Payables		
	\$0.41 M	% Outstanding
Trade Payables	\$0.11 M	
0 to 30 Days		99.1%
30 to 90 Days		0.5%
Over 90 Days		0.5%
Refer to Note 5 - Payables		

Receivables		
	\$0.94 M	% Collected
Rates Receivable	\$0.84 M	78.4%
Trade Receivable	\$0.09 M	% Outstanding
30 to 90 Days		22.3%
Over 90 Days		11.5%
Refer to Note 3 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.55 M)	\$1.64 M	\$1.75 M	\$0.12 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$2.87 M	% Variance
YTD Budget	\$2.89 M	(0.9%)
Refer to Note 6 - Rate Revenue		

Grants and Contributions		
YTD Actual	\$0.33 M	% Variance
YTD Budget	\$0.29 M	11.5%
Refer to Note 13 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$0.71 M	% Variance
YTD Budget	\$0.72 M	(2.0%)
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.26 M)	(\$1.76 M)	(\$0.66 M)	\$1.10 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.00 M	%
Amended Budget	\$0.07 M	(100.0%)
Refer to Note 7 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$0.66 M	% Spent
Amended Budget	\$5.26 M	(87.4%)
Refer to Note 8 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$1.22 M	% Received
Amended Budget	\$3.49 M	(65.1%)
Refer to Note 8 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.03 M	(\$0.05 M)	(\$0.05 M)	\$0.00 M
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.01 M
Interest expense	\$0.00 M
Principal due	\$0.41 M
Refer to Note 9 - Borrowings	

Reserves	
Reserves balance	\$6.78 M
Interest earned	\$0.04 M
Refer to Note 11 - Cash Reserves	

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M
Refer to Note 10 - Lease Liabilities	

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

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 30 NOVEMBER 2023****STATUTORY PROGRAMS**

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

PROGRAM NAME AND OBJECTIVES**ACTIVITIES****GOVERNANCE**

To manage Councils' Elected Members

Includes Members of Council, Civic Functions and Public Relations, Council Elections, Training/Education of members.

GENERAL PURPOSE FUNDING

To manage Council's finances

Includes Rates, Loans, Investments & Grants.

LAW, ORDER, PUBLIC SAFETY

To provide, develop & manage services in response to community needs.

Includes Emergency Services, Fire Services and Animal Control

HEALTH

To provide, develop & manage services in response to community needs.

Includes Environmental Health, Medical and Health facilities and providers

EDUCATION AND WELFARE

To provide, develop & manage services in response to community needs.

Includes Education, Welfare & Children's Services, Youth Development

HOUSING

To ensure quality housing and appropriate infrastructure is maintained.

Includes Staff and other housing, including aged care units and Dreghorn Street units.

COMMUNITY AMENITIES

To provide, develop & manage services in response to community needs.

Includes Refuse Collection, Sewerage, Cemetery, Building Control and Town Planning.

RECREATION AND CULTURE

To ensure the recreational & cultural needs of the community are met.

Includes the Swimming Pool, Halls, Library, Oval, Parks and Gardens and Recreational Facilities.

TRANSPORT

To effectively manage transport infrastructure within the shire.

Includes Roads, Footpaths, Private Works, Plant Operating Costs, Outside Crew wages and maintenance of the Airstrip.

ECONOMIC SERVICES

To foster economic development, tourism & rural services in the district.

Includes Tourism, Rural Services, Economic Development & Caravan Park.

OTHER PROPERTY AND SERVICES

To provide control accounts and reporting facilities for all other operations.

Includes Private Works, Public Works Overheads, Plant Recovery Costs, Administration Overheads and Unclassified Items

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**
BY PROGRAM

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		525	925	385	1,238	853	221.45%	
General purpose funding - general rates	6	2,889,437	2,889,437	2,889,437	2,886,956	(2,481)	(0.09%)	
General purpose funding - other		308,467	290,467	137,251	121,237	(16,014)	(11.67%)	▼
Law, order and public safety		32,950	32,950	14,660	18,525	3,865	26.37%	
Health		9,050	9,050	2,435	2,859	424	17.40%	
Education and welfare		10,500	10,500	3,785	12,434	8,649	228.50%	
Housing		96,000	96,000	39,760	34,175	(5,585)	(14.05%)	
Community amenities		767,830	779,182	539,750	727,147	187,397	34.72%	▲
Recreation and culture		93,500	93,500	12,200	16,723	4,523	37.08%	
Transport		1,190,627	1,190,627	356,626	180,164	(176,462)	(49.48%)	▼
Economic services		252,100	256,100	109,000	110,094	1,094	1.00%	
Other property and services		88,500	88,500	36,945	42,278	5,333	14.44%	
		5,739,486	5,737,238	4,142,234	4,153,830	11,596		
Expenditure from operating activities								
Governance		(545,801)	(545,801)	(222,190)	(205,538)	16,652	7.49%	
General purpose funding		(316,323)	(316,323)	(131,875)	(120,915)	10,960	8.31%	
Law, order and public safety		(174,139)	(174,139)	(56,124)	(55,137)	987	1.76%	
Health		(196,663)	(196,663)	(81,341)	(52,229)	29,112	35.79%	▲
Education and welfare		(225,990)	(225,990)	(97,423)	(106,106)	(8,683)	(8.91%)	
Housing		(247,717)	(247,717)	(110,009)	(94,781)	15,228	13.84%	▲
Community amenities		(916,604)	(916,604)	(291,540)	(302,297)	(10,757)	(3.69%)	
Recreation and culture		(1,515,770)	(1,555,770)	(666,514)	(614,919)	51,595	7.74%	
Transport		(3,317,171)	(3,317,171)	(1,297,648)	(956,227)	341,421	26.31%	▲
Economic services		(732,708)	(732,708)	(307,959)	(318,742)	(10,783)	(3.50%)	
Other property and services		(201,724)	(201,724)	(138,236)	(379,332)	(241,096)	(174.41%)	▼
		(8,390,610)	(8,430,610)	(3,400,859)	(3,206,223)	194,636		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	896,699	806,699	(90,000)	(10.04%)	▼
Amount attributable to operating		(507,210)	(549,458)	1,638,074	1,754,306	116,232		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from Capital grants, subsidies and contributions	14	3,489,854	3,494,854	734,445	1,218,952	484,507	65.97%	▲
Proceeds from disposal of assets	7	73,000	73,000	0	0	0	0.00%	
		3,562,854	3,567,854	734,445	1,218,952	484,507		
Outflows from investing activities								
Payments for Infrastructure	9	(3,438,821)	(3,478,821)	(1,056,084)	(449,209)	606,875	57.46%	▲
Payments for property, plant and equipment	8	(1,781,787)	(1,781,787)	(706,942)	(212,629)	494,313	69.92%	▲
		(5,220,608)	(5,260,608)	(1,763,026)	(661,838)	1,101,188		
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,028,581)	557,114	1,585,695		
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	11	316,640	316,640	0	0	0	0.00%	
		316,640	316,640	0	0	0		
Outflows from financing activities								
Repayment of debentures	9	(28,156)	(28,156)	(12,758)	(6,159)	6,600	51.73%	
Transfer to reserves	11	(258,520)	(258,520)	(36,860)	(43,456)	(6,596)	(17.89%)	
		(286,676)	(286,676)	(49,618)	(49,614)	4		
Amount attributable to financing activities		29,964	29,964	(49,618)	(49,614)	4		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	2,135,000	2,135,000	2,135,000	2,481,613	346,613	16.23%	▲
Amount attributable to operating activities		(507,210)	(549,458)	1,638,074	1,754,306			
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,028,581)	557,114			
Amount attributable to financing activities		29,964	29,964	(49,618)	(49,614)			
Surplus or deficit after imposition of general rates	1(c)	0	(77,248)	2,694,875	4,743,419			

KEY INFORMATION

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

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

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

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2023

NATURE DESCRIPTIONS

REVENUE

RATES

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

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST REVENUE

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION

Depreciation expense raised on all classes of assets.

FINANCE COSTS

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

BY NATURE

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
General rates	6	2,889,437	2,889,437	2,889,437	2,886,956	(2,481)	(0.09%)	
Rates excluding general rates	6	8,706	(9,294)	5,331	(18,143)	(23,474)	(440.32%)	▼
Grants, subsidies and contributions	13	1,271,451	1,271,451	292,838	326,518	33,680	11.50%	▲
Fees and charges		993,020	1,008,772	720,626	706,332	(14,294)	(1.98%)	
Interest revenue		139,020	139,020	53,966	85,739	31,773	58.88%	▲
Other revenue		427,425	427,425	176,910	166,430	(10,480)	(5.92%)	
Profit on disposal of assets	7	10,427	10,427	3,126	0	(3,126)	(100.00%)	
Gain on FV Adjustment of Financial Asstes through P&L		0	0	0	0	0	0.00%	
		5,739,486	5,737,238	4,142,234	4,153,833	11,599		
Expenditure from operating activities								
Employee costs		(2,103,390)	(2,103,390)	(842,137)	(890,813)	(48,676)	(5.78%)	
Materials and contracts		(3,053,569)	(3,093,569)	(1,100,485)	(1,068,375)	32,110	2.92%	
Utility charges		(385,053)	(385,053)	(160,235)	(113,014)	47,221	29.47%	▲
Depreciation		(2,150,541)	(2,150,541)	(896,025)	(805,490)	90,535	10.10%	▲
Finance costs		(15,353)	(15,353)	(1,625)	(2,867)	(1,242)	(76.41%)	
Insurance expenses		(260,440)	(260,440)	(250,946)	(137,982)	112,964	45.02%	▲
Other expenditure		(422,264)	(422,264)	(149,406)	(187,685)	(38,279)	(25.62%)	▼
		(8,390,610)	(8,430,610)	(3,400,859)	(3,206,225)	194,634		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	896,699	806,699	(90,000)	(10.04%)	▼
Amount attributable to operating activities		(507,210)	(549,458)	1,638,074	1,754,306	116,232		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	3,489,854	3,494,854	734,445	1,218,952	484,507	65.97%	▲
Proceeds from disposal of assets	7	73,000	73,000	0	0	0	0.00%	
		3,562,854	3,567,854	734,445	1,218,952	484,507		
Outflows from investing activities								
Payments for infrastructure	8	(3,438,821)	(3,478,821)	(1,056,084)	(449,209)	606,875	(57.46%)	
Payments for property, plant and equipment	8	(1,781,787)	(1,781,787)	(706,942)	(212,629)	494,313	(69.92%)	▲
		(5,220,608)	(5,260,608)	(1,763,026)	(661,838)	2,070,203		
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,028,581)	557,114	1,585,695		
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	11	316,640	316,640	0	0	0	0.00%	
		316,640	316,640	0	0	0		
Outflows from financing activities								
Repayment of borrowings	9	(28,156)	(28,156)	(12,758)	(6,159)	6,600	51.73%	
Transfer to reserves	11	(258,520)	(258,520)	(36,860)	(43,456)	(6,596)	(17.89%)	
		(286,676)	(286,676)	(49,618)	(49,614)	4		
Amount attributable to financing activities		29,964	29,964	(49,618)	(49,614)	4		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	2,135,000	2,135,000	2,135,000	2,481,613	346,613	16.23%	▲
Amount attributable to operating activities		(507,210)	(549,458)	1,638,074	1,754,306	116,232	7.10%	
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,028,581)	557,114	1,585,695	(154.16%)	
Amount attributable to financing activities		29,964	29,964	(49,618)	(49,614)	4	(0.01%)	
Surplus or deficit after imposition of general rates	1(c)	0	(77,248)	2,694,875	4,743,419			

KEY INFORMATION

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

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

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

STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

	30 June 2023	30 November 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	9,688,904	11,324,361
Trade and other receivables	499,237	920,725
Inventories	8,639	8,639
Other assets	20,750	20,750
TOTAL CURRENT ASSETS	10,217,530	12,274,474
NON-CURRENT ASSETS		
Trade and other receivables	14,282	14,282
Other financial assets	61,117	61,117
Property, plant and equipment	30,108,789	30,038,369
Infrastructure	61,421,056	61,347,824
TOTAL NON-CURRENT ASSETS	91,605,244	91,461,592
TOTAL ASSETS	101,822,774	103,736,066
CURRENT LIABILITIES		
Trade and other payables	655,356	408,247
Other liabilities	274,221	274,221
Borrowings	56,312	50,153
Employee related provisions	313,930	313,930
TOTAL CURRENT LIABILITIES	1,299,820	1,046,552
NON-CURRENT LIABILITIES		
Borrowings	362,917	362,917
Employee related provisions	38,855	38,855
TOTAL NON-CURRENT LIABILITIES	401,772	401,772
TOTAL LIABILITIES	1,701,592	1,448,324
NET ASSETS	100,121,182	102,287,742
EQUITY		
Retained surplus	37,092,522	39,215,626
Reserve accounts	6,732,381	6,775,837
Revaluation surplus	56,296,279	56,296,279
TOTAL EQUITY	100,121,182	102,287,742

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

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2023

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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

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

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

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

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 November 2023

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities					
		\$	\$	\$	\$
Adjustments to operating activities					
Less: Profit on asset disposals	7	(10,427)	(10,427)	(3,126)	0
Less: Movement in liabilities associated with restricted cash		3,800	3,800	3,800	1,209
Add: Depreciation on assets		2,150,541	2,150,541	896,025	805,490
Total non-cash items excluded from operating activities		2,143,914	2,143,914	896,699	806,699

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32.

		Last Year Closing	This Time Last Year	Year to Date
		30 June 2023	30 Nov 2022	30 Nov 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(6,732,381)	(6,141,015)	(6,775,837)
Add Back: Component of Leave Liability not Required to be Fui	12	239,972	236,665	241,181
Add: Borrowings	9	56,312	21,295	50,153
Add: Lease liabilities	10	0	14,443	0
Total adjustments to net current assets		(6,436,097)	(5,868,612)	(6,484,303)

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

Current assets				
Cash and cash equivalents	2	9,687,207	10,347,581	11,322,835
Rates receivables	3	443,606	843,194	826,636
Receivables	3	55,631	33,580	94,088
Other current assets	4	29,389	35,468	29,389
Less: Current liabilities				
Payables	5	(653,659)	(141,494)	(406,922)
Borrowings	9	(56,312)	(21,295)	(50,153)
Contract liabilities	12	(274,221)	(528,111)	(274,221)
Lease liabilities	10	0	(14,443)	0
Provisions	12	(313,930)	(357,043)	(313,930)
Less: Total adjustments to net current assets	1(b)	(6,436,097)	(5,868,612)	(6,484,303)
Closing funding surplus / (deficit)		* 2,481,613	4,328,825	4,743,419

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 at current if expected to be settled within the next 12 months, being the Council's operational cycle.

Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity

The 30 June 2023 closing surplus differs from the budgeted amounts shown in the SFA due to incompleting and unaudited financials. The above figure may change in future statements up to adoption of the financial statements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash On Hand	Cash and cash equivalents	400		400			NIL	On Hand
At Call Deposits								
Municipal Cash at Bank	Cash and cash equivalents	1,498,509		1,498,509		Bankwest	0.10%	At Call
Muni Business Telenet Saver	Cash and cash equivalents	3,048,089		3,048,089		Bankwest	0.10%	At Call
CAB - Future Fund Grant (Interest) Reserve	Cash and cash equivalents	0	246,169	246,169		Bankwest	0.10%	At Call
CAB - Leave Reserve Account	Cash and cash equivalents	0	241,181	241,181		Bankwest	0.10%	At Call
CAB - Swimming Pool Reserve	Cash and cash equivalents	0	123,333	123,333		Bankwest	0.10%	At Call
CAB - Plant Replacement Reserve	Cash and cash equivalents	0	597,390	597,390		Bankwest	0.10%	At Call
CAB - Capital Works Reserve	Cash and cash equivalents	0	492,680	492,680		Bankwest	0.10%	At Call
CAB - Sewerage Reserve	Cash and cash equivalents	0	391,207	391,207		Bankwest	0.10%	At Call
CAB - Unspent Loans Reserve	Cash and cash equivalents	0	101,640	101,640		Bankwest	0.10%	At Call
CAB - Community & Economic Development Reserve	Cash and cash equivalents	0	793,991	793,991		Bankwest	0.10%	At Call
CAB - Future Funds (Principal) Reserve	Cash and cash equivalents	0	451,671	451,671		Bankwest	0.10%	At Call
CAB - Legal Reserve	Cash and cash equivalents	0	36,845	36,845		Bankwest	0.10%	At Call
CAB - Emergency Response Reserve	Cash and cash equivalents	0	263,407	263,407		Bankwest	0.10%	At Call
CAB - Aged Care Units 1-4 (JVA) Reserve	Cash and cash equivalents	0	72,458	72,458		Bankwest	0.10%	At Call
CAB - Aged Care Units (Excl. 1-4) Reserve	Cash and cash equivalents	0	270,367	270,367		Bankwest	0.10%	At Call
CAB - COVID-19 Emergency Response Reserve	Cash and cash equivalents	0	43,149	43,149		Bankwest	0.10%	At Call
CAB - Jones Lake Road Rehab Reserve	Cash and cash equivalents	0	152,643	152,643		Bankwest	0.10%	At Call
CAB - Morawa-Yalgoo Road Maintenance Reserve	Cash and cash equivalents	0	147,708	147,708		Bankwest	0.10%	At Call
CAB - Insurance Works Reserve	Cash and cash equivalents	0	250,000	250,000		Bankwest	0.10%	At Call
Term Deposits		0						
TD: ... 8410 (Future Funds 1)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	2/01/2024
TD: ... 8428 (Future Funds 2)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	2/01/2024
TD: ... 8436 (Community Development Fund)	Cash and cash equivalents	0	500,000	500,000		Bankwest	3.50%	2/01/2024
Trust Deposits								
Trust Bank	Cash and cash equivalents	0			1,525		0.10%	At Call
Total		4,546,998	6,775,837	11,322,835	1,525			
Comprising								
Cash and cash equivalents		4,546,998	6,775,837	11,322,835	1,525			
		4,546,998	6,775,837	11,322,835	1,525			

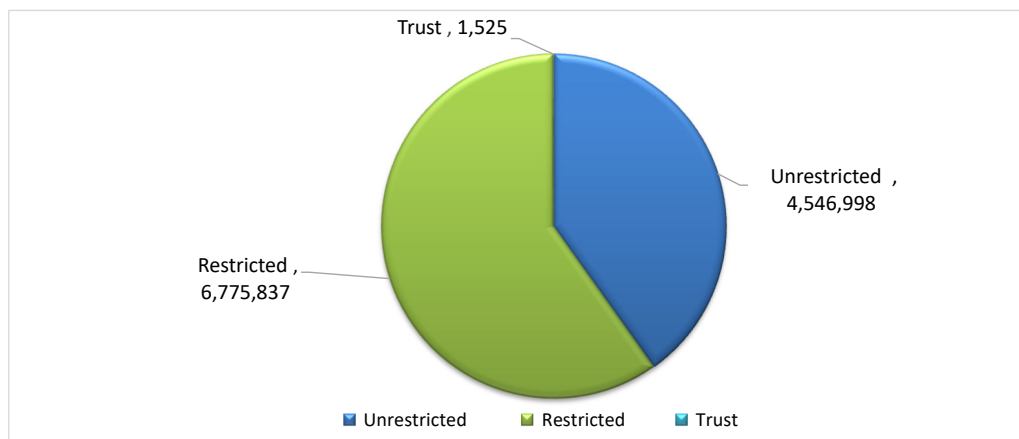
KEY INFORMATION

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

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

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

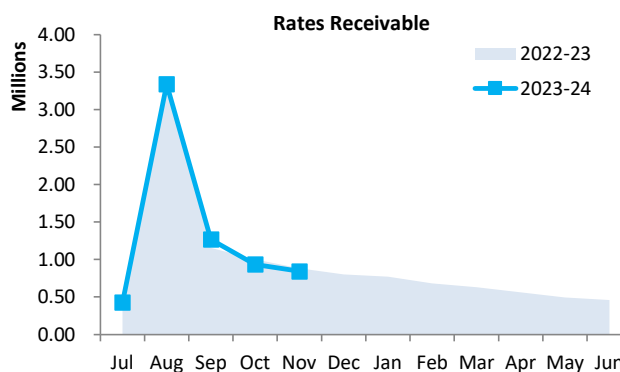
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 Jun 2023	30 Nov 2023
	\$	\$
Opening arrears previous years	556,973	457,888
Levied this year	3,052,549	3,435,215
Less - collections to date	(3,151,634)	(3,052,185)
Equals current outstanding	457,888	840,918
Net rates collectable	457,888	840,918
% Collected	87.3%	78.4%

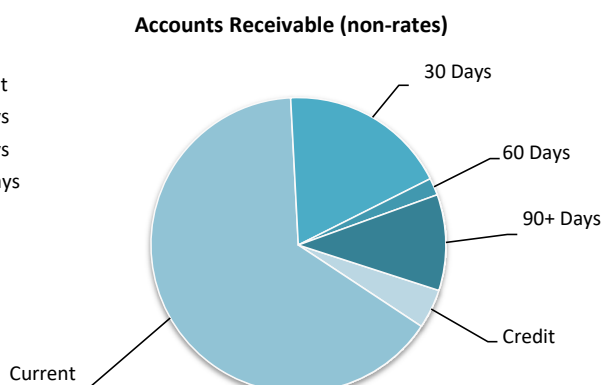


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,465)	22,008	6,257	647	3,568	31,016
Percentage	(4.7%)	71%	20.2%	2.1%	11.5%	
Balance per trial balance						
Sundry receivable						31,016
GST receivable						79,788
Increase in Allowance for impairment of receivables from contracts with customers						(25,012)
Total receivables general outstanding						94,088

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 Nov 2023
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, Oils and Materials on Hand	8,639	0	0	8,639
Other current assets				
Accrued income	20,750	0	0	20,750
Total other current assets	29,389	0	0	29,389
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

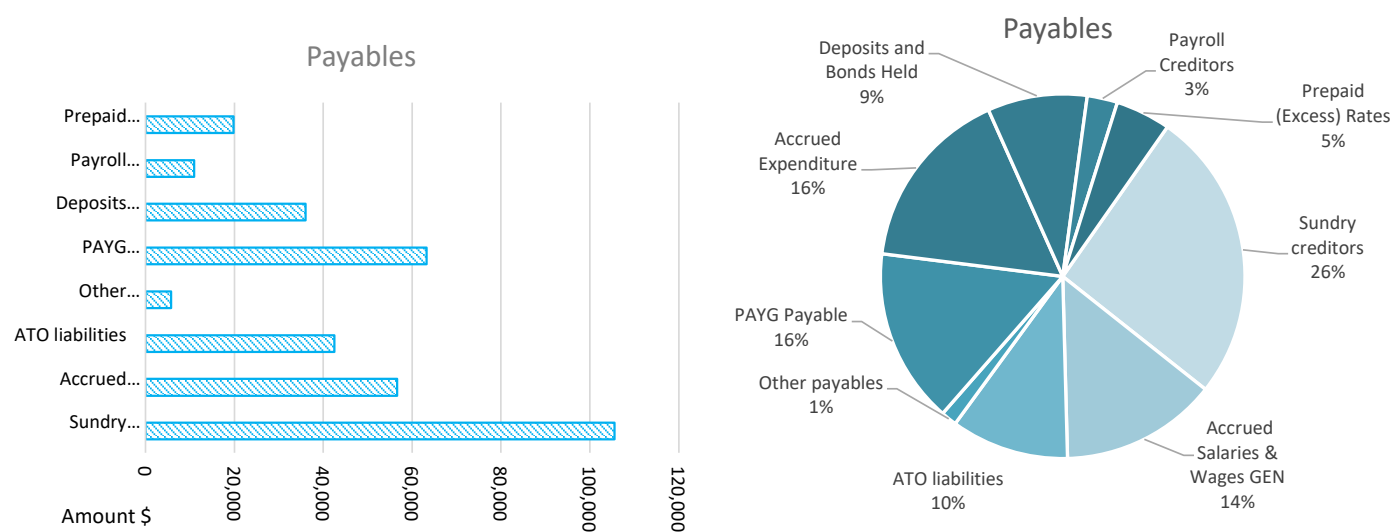
OPERATING ACTIVITIES

NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	104,526	493	0	505	105,524
Percentage	0%	99.1%	0.5%	0%	0.5%	
Balance per trial balance						
Sundry creditors						105,524
Accrued Salaries & Wages GEN						56,633
ATO liabilities						42,528
Other payables						5,738
PAYG Payable						63,246
Accrued Expenditure						66,485
Deposits and Bonds Held						36,026
Payroll Creditors						10,947
Prepaid (Excess) Rates						19,794
Total payables general outstanding						406,921
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

NOTE 6

RATE REVENUE

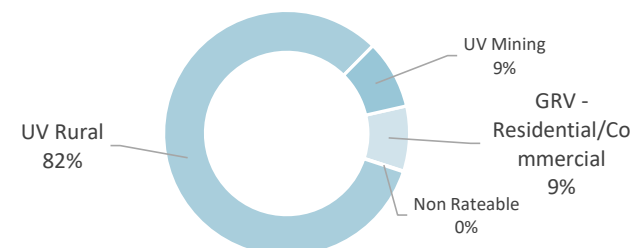
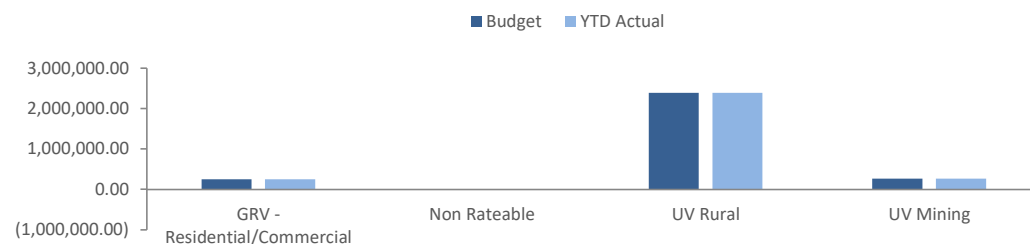
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
Gross rental valuations											
GRV - Residential/Commercial	0.088342	268	2,799,272	247,293	0.00	0.00	247,293.00	247,293	1,100	0	248,393
Non Rateable	0.000000	137	494,713	0	0.00	0.00	0.00	0	0	(2,380)	(2,380)
Unimproved value											
UV Rural	0.022728	209	105,039,500	2,387,338	0.00	0.00	2,387,338.00	2,387,338	(2,280)	2,627	2,387,685
UV Mining	0.301974	30	873,066	263,643	0.00	0.00	263,643.00	263,643	(1,732)	0	261,911
Sub-Total		644	109,206,551	2,898,274	0	0	2,898,274	2,898,274	(2,912)	246	2,895,609
Minimum payment											
Gross rental valuations											
GRV - Residential/Commercial	339	46	27,993	15,594	0	0	15,594	15,594	50	0	15,644
Unimproved value											
UV Rural	339	7	47,900	2,373	0	0	2,373	2,373	0	0	2,373
UV Mining	683	12	13,674	8,196	0	0	8,196	8,196	0	0	8,196
Sub-total		65	89,567	26,163	0	0	26,163	26,163	50	0	26,213
		709	109,296,118	2,924,437	0	0	2,924,437	2,924,437	(2,862)	246	2,921,822
Discount							(35,000)				(34,866)
Amount from general rates							2,889,437				2,886,956
Rates Written Off							(19,500)				(18,143)
Ex-gratia rates		0	0	10,206	0.00	0.00	10,206				0
Total general rates							2,880,143				2,868,813

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2023

the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs

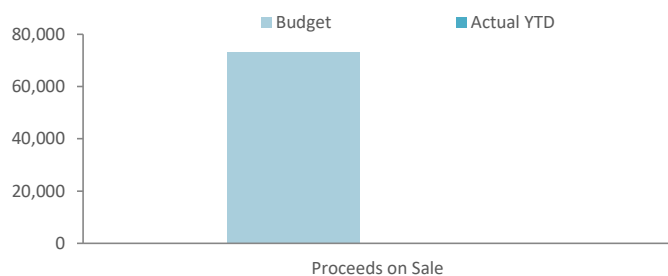
the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Updated Budget				YTD Actual			
		Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment	62,573	73,000	10,427	0	0	0	0	0
		62,573	73,000	10,427	0	0	0	0	0



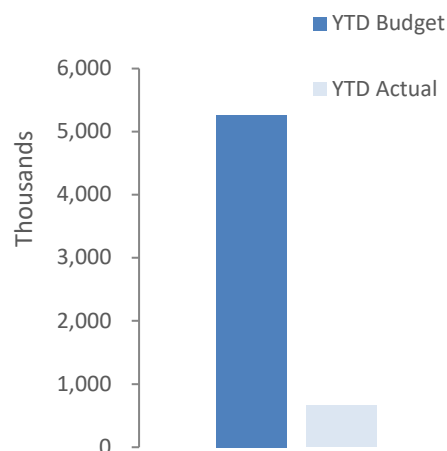
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

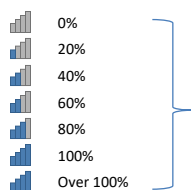
Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
		\$	\$	\$	\$
Land and Buildings	1,271,787	1,271,787	553,942	210,789	(343,153)
Furniture and equipment	0	0	0	1,840	1,840
Plant and equipment	510,000	510,000	153,000	0	(153,000)
Infrastructure - roads	2,720,000	2,720,000	603,591	232,321	(371,270)
Infrastructure - Footpaths	74,650	74,650	16,586	2,624	(13,963)
Infrastructure - Drainage	30,000	30,000	9,000	0	(9,000)
Infrastructure - Parks & Ovals	201,640	236,640	117,485	55,310	(62,175)
Infrastructure - Sewerage	30,000	30,000	12,500	0	(12,500)
Infrastructure - Playground Equipment	12,318	12,318	12,316	5,103	(7,213)
Infrastructure - Other	206,857	211,857	148,481	96,202	(52,279)
Infrastructure - Airfields	163,356	163,356	136,125	57,650	(78,475)
Payments for Capital Acquisitions	5,220,608	5,260,608	1,763,026	661,838	(1,101,188)
Capital Acquisitions Funded By:					
		\$	\$	\$	\$
Capital grants and contributions	3,489,854	3,494,854	734,445	1,218,952	484,507
Other (disposals & C/Fwd)	73,000	73,000	0	0	0
Cash backed reserves					
Future Fund Grants (Interest) Reserve	0	10,000	0	0	0
Unspent Loans Reserve	0	101,640	0	0	0
Morawa-Yalgoo Road Maintenance Reserve	0	30,000	0	0	0
Insurance Works Reserve	0	175,000	0	0	0
Contribution - operations	1,657,754	1,376,114	1,028,581	(557,114)	(1,585,695)
Capital funding total	5,220,608	5,260,608	1,763,026	661,838	(1,101,188)

SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total
Level of completion indicators



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

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

	Adopted	Amended			
Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Buildings					
Land & Buildings Renewal - Other Culture	(8,000)	(4,040)	(4,040)	(4,040)	0
Purchase Land & Buildings	(70,000)	(73,960)	(30,815)	(11,277)	19,538
Old Roads Board Building - Storage, entrance, water tank	(221,430)	(221,430)	(184,515)	(52,031)	132,484
Recreation Centre - Renewals	(700,000)	(700,000)	(155,552)	0	155,552
Purchase Land and Buildings	(20,000)	(20,000)	(4,442)	0	4,442
Caravan Park Disabled Toilets Addition	(152,357)	(152,357)	(152,356)	(139,899)	12,457
Admin Office Upgrade/Renewal	(100,000)	(100,000)	(22,222)	0	22,222
	(1,271,787)	(1,271,787)	(553,942)	(210,789)	343,153
Plant & Equipment					
Purchase Plant & Equipment - Road Plant Purchases	(510,000)	(510,000)	(153,000)	0	153,000
	(510,000)	(510,000)	(153,000)	0	153,000
Furniture & Equipment					
Purchase Furniture & Equipment Administration	0	0	0	(1,840)	(1,840)
	0	0	0	(1,840)	(1,840)
Infrastructure Other					
Cemetery Entrance Road & Carpark	(96,857)	(96,857)	(77,484)	(86,337)	(8,853)
Street Lights - Townsite Roads	(110,000)	(110,000)	(65,997)	34	66,031
Other Infrastructure - Fire Prevention	0	(5,000)	(5,000)	(9,899)	(4,899)
	(206,857)	(211,857)	(148,481)	(96,202)	52,279
Infrastructure Sewerage					
Sewerage Upgrade	(30,000)	(30,000)	(12,500)	0	12,500
	(30,000)	(30,000)	(12,500)	0	12,500
Infrastructure Parks & Ovals					
Electric Vehicle Charging Stations	(50,000)	(50,000)	(41,665)	(25,356)	16,309
Netball Courts - Shed Replacement	(101,640)	(101,640)	(50,820)	(29,955)	20,865
Tennis Club - Renewals	0	(35,000)	0	0	0
Purchase Infrastructure parks & Gardens	(50,000)	(50,000)	(25,000)	0	25,000
	(201,640)	(236,640)	(117,485)	(55,310)	62,175
Infrastructure Roads					
Morawa Yalgoo Road	(300,000)	(300,000)	(75,000)	0	75,000
Morawa Yalgoo Road	(450,000)	(450,000)	(112,499)	(7,222)	105,277
Nanekine Road	(450,000)	(450,000)	0	(15,850)	(15,850)
State Freight Network	(1,000,000)	(1,000,000)	(222,220)	0	222,220
Gutha West Rd	(100,000)	(100,000)	(49,999)	(44,406)	5,593
White Road - Gravel Resheeting	(100,000)	(100,000)	(79,992)	(46,378)	33,614
Norton Road	(100,000)	(100,000)	(22,220)	(68)	22,152
Stephens Road	0	0	0	(2,327)	(2,327)
Collins Road	(100,000)	(100,000)	(22,220)	(69,077)	(46,857)
White Avenue	0	0	0	0	0
Sign Renewals	(20,000)	(20,000)	(4,444)	0	4,444
Main Street Lighting Upgrade	0	0	0	(68)	(68)
Townsite Roads	(50,000)	(50,000)	0	(46,923)	(46,923)
Kerbing Construction - Townsite Roads	(50,000)	(50,000)	0	0	0
	(2,720,000)	(2,720,000)	(603,591)	(232,321)	371,270
Infrastructure Footpaths					
Granville Street - Footpath	(74,650)	(74,650)	(16,586)	(2,624)	13,963
	(74,650)	(74,650)	(16,586)	(2,624)	13,963
Infrastructure Drainage					
Drainage Construction	(30,000)	(30,000)	(9,000)	0	9,000
	0	0	0	0	0
	(30,000)	(30,000)	(9,000)	0	9,000
Infrastructure - Playground Equipment					
Purchase Playground Equipment	0	0	(6,158)	0	6,158
Purchase Playground Equipment	(12,318)	(12,318)	(6,158)	(5,103)	1,055
	(12,318)	(12,318)	(12,316)	(5,103)	7,213
Infrastructure Aerodrome					
Aerodrome - Vermin Proof Fence	(163,356)	(163,356)	(136,125)	(57,650)	78,475
	(163,356)	(163,356)	(136,125)	(57,650)	78,475
	(5,220,608)	(5,260,608)	(1,763,026)	(661,838)	1,101,188

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Adopted Budget	Actual	Adopted Budget	Actual	Adopted Budget	Actual	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
24 Harley Street - Staff Housing	136	249,285	0	0	0	15,789	249,285	233,496	890	11,443
Recreation and culture										
Netball Courts Redevelopment	139	169,944	0	0	6,159	12,367	163,785	157,577	1,977	3,910
Total		419,229	0	0	6,159	28,156	413,071	391,073	2,867	15,353
Current borrowings		56,312					50,153			
Non-current borrowings		362,917					362,917			
		419,229					413,070			

All debenture repayments were financed by general purpose revenue.

Unspent borrowings

Particulars	Date Borrowed	Unspent Balance	Expended During Year	Unspent Balance
		30 June 2023		30 Nov 2023
		\$	\$	\$
New Shed	139	1 Sep 2020 99,535	0	99,535
		99,535	0	99,535

KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES

The Shire has no lease liabilities to report as at 30 November 2023

KEY INFORMATION

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**OPERATING ACTIVITIES
NOTE 11
CASH RESERVES**

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	239,972	3,800	1,209	0	0	0	0	243,772	241,181
Plant Replacement Reserve	594,395	9,500	2,995	0	0	0	0	603,895	597,390
Capital Works Reserve	490,210	6,600	2,470	50,000	0	0	0	546,810	492,680
Community & Economic Development Reserve	1,284,516	19,000	9,475	0	0	0	0	1,303,516	1,293,991
Sewerage Reserve	389,246	5,200	1,961	60,000	0	0	0	454,446	391,207
Future Fund Grants (Interest) Reserve	230,280	21,200	15,889	0	0	(10,000)	0	241,480	246,169
Future Fund (Principal) Reserve	2,046,821	10,100	4,850	0	0	0	0	2,056,921	2,051,671
Aged Care Units (Excl. 1-4) Reserve	269,011	4,000	1,355	10,000	0	0	0	283,011	270,367
Unspent Loans Reserve	101,640	0	0	0	0	(101,640)	0	(0)	101,640
Legal Fees Reserve	36,661	420	184	10,000	0	0	0	47,081	36,845
Emergency Response Reserve	262,087	4,200	1,320	0	0	0	0	266,287	263,407
Aged Care Units 1-4 (JVA) Reserve	72,095	1,200	363	0	0	0	0	73,295	72,458
Swimming Pool Reserve	122,715	1,700	618	20,000	0	0	0	144,415	123,333
COVID-19 Emergency Response Reserve	43,149	0	0	0	0	0	0	43,149	43,149
Jones Lake Road Rehab Reserve	151,877	1,600	765	20,000	0	0	0	173,477	152,643
Morawa-Yalgoo Road Maintenance Reserve	147,708	0	0	0	0	(30,000)	0	117,708	147,708
Insurance Works Reserve	250,000	0	0	0	0	(175,000)	0	75,000	250,000
	6,732,381	88,520	43,456	170,000	0	(316,640)	0	6,674,261	6,775,837

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES
NOTE 12
OTHER CURRENT LIABILITIES

		Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	Note	1 July 2023				30 Nov 2023
		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		274,221	0	0	0	274,221
Total other liabilities		274,221	0	0	0	274,221
Provisions						
Provision for annual leave		156,384	0	0	0	156,384
Provision for long service leave		157,547	0	0	0	157,547
Total Provisions		313,931	0	0	0	313,931
Total other current liabilities		588,152	0	0	0	588,152
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**NOTE 13
GRANTS AND CONTRIBUTIONS**

Grants, subsidies and contributions revenue						
Provider	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Grants, contributions and subsidies						
General purpose funding						
Grants- FAGS WALGGC - General	80,823	80,823	40,410	80,823	10,149	30,261
Grants- FAGS WALGGC - Local Roads	40,428	40,428	20,214	40,428	2,338	17,876
Law, order, public safety						
Grant - ESL BFB Operating Grant	21,590	21,590	10,794	21,590	3,422	7,372
Grant - YES Cadets	5,360	5,360	2,680	5,360	(2,680)	5,360
Education and welfare						
Grant - Youth Events	5,000	5,000	1,500	5,000	(9,864)	11,364
Other Income	2,000	2,000	830	2,000	830	0
Community amenities						
Grants Income	20,000	20,000	0	20,000	0	0
Drummuster Contribution	250	250	0	250	0	0
Grant Income	200,000	200,000	0	200,000	(200,000)	200,000
Community Benefit Contribution	20,000	20,000	10,000	20,000	0	10,000
Grant Income.	19,000	19,000	0	19,000	0	0
Event Income - Other Culture	1,000	1,000	415	1,000	415	0
Recreation and culture						
Grant Income - Arts & Culture Plan GEN	25,000	25,000	0	25,000	0	0
Grant - NAIDOC week	2,000	2,000	0	2,000	0	0
Australia Day Grant	2,000	2,000	830	2,000	830	0
Transport						
Grant - Main Roads - Direct	166,000	166,000	166,000	166,000	166,000	0
Street Light Subsidy	5,000	5,000	0	5,000	0	0
Maintenance Contribution -Silverlake - Morawa Yalgoo Road	100,000	100,000	25,000	100,000	(19,286)	44,286
Flood Damage Reimbursements	500,000	500,000	0	500,000	0	0
Road Maintenance Contribution	55,000	55,000	13,750	55,000	13,750	0
Other property and services						
Income related to Unclassified	1,000	1,000	415	1,000	415	0
TOTALS	1,271,451	1,271,451	292,838	1,271,451	(33,680)	326,518

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**NOTE 14
CAPITAL GRANTS AND CONTRIBUTIONS**

Capital grants, subsidies and contributions revenue						
Provider	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Capital grants and subsidies						
Law, order, public safety						
Grant - Dept Water & Environment	0	5,000	0	(5,000)	0	0
Community amenities						
Grants - LRCIP GEN	266,041	266,041	110,850	256,041	74,486	36,364
Recreation and culture						
Grant - LRCIP - Old Roads Board Building	258,340	258,340	107,640	248,340	64,618	43,022
Grant - Non Operating Contributions	500,000	500,000	0	490,000	(500,000)	500,000
Transport						
Grant - Regional Road Group - Road Projects	800,000	800,000	320,000	790,000	(80,903)	400,903
Grant - Roads to Recovery	400,000	400,000	120,000	390,000	120,000	0
Grant - Black Spot Income	0	0	0		(10,909)	10,909
Grant - WA Bicycle Network	37,325	37,325	14,930	27,325	7,465	7,465
MWSGF	1,000,000	1,000,000	0	990,000	0	0
Grant - Airstrip Upgrade	81,678	81,678	0		0	0
Grant R2R Income - Construction	0	0	0		(220,290)	220,290
Economic services						
Grant - LRCIP - Tourism & Area Development. GEN	146,470	146,470	61,025		61,025	0
	3,489,854	3,494,854	734,445	3,186,706	(484,507)	1,218,952

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**NOTE 15
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2023	Amount Received	Amount Paid	Closing Balance 30 Nov 2023
	\$	\$	\$	\$
Drug Action Group	660	0	0	660
Youth Fund Raising	865	0	0	865
BRB/BCITF	172	0	(172)	0
	1,697	0	(172)	1,525

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

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 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
General purpose funding - other	(16,014)	(11.67%)	▼		Ex-gratia rates, rates write offs and rates legal fees are all tracking lower than budgeted, however interest received is tracking higher than budgeted.	
Community amenities	187,397	34.72%	▲	The phasing for Department of Fire and Emergency Services Grant Income budget differs from actuals.		
Transport	(176,462)	(49.48%)	▼		Road Maintenance Grants & Contributions budgeted for in October 23 not yet received.	
Expenditure from operating activities						
Health	29,112	35.79%	▲	Environmental Health Officer expenditure tracking lower than budgeted and the phasing of various Other Health expenditure budget differs from actuals.		
Housing	15,228	13.84%	▲	Other Housing & Aged Housing expenditure is tracking lower than budgeted.		
Transport	341,421	26.31%	▲	Transport Constructions of Roads, Bridges and Depot expenditure is tracking lower than budgeted.		
Other property and services	(241,096)	(174.41%)	▼		The phasing of Public work overhead expenditure and Fuel & oil budget tracking higher than budget. Other property and services are tracking positively due to phasing and depreciation not being run.	
Investing activities						
Proceeds from Capital grants, subsidies and contributions	484,507	65.97%	▲	Proceeds from Capital grants, subsidies and contributions receivable are tracking higher than budgeted due phasing.		
Payments for Infrastructure	606,875	57.46%	▲	Payments for Infrastructure are tracking lower than budgeted due to phasing.		
Payments for property, plant and equipment	494,313	69.92%	▲	Payments for property, plant and equipment are tracking lower than budgeted due to phasing.		

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**NOTE 17
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus				0
							0
03135	Rates Written-off	231105	Operating Revenue			(18,000)	(18,000)
04230	Other Income - Governance General	231105	Operating Revenue		400		(17,600)
05124	Grant - Dept Water & Environment	231105	Operating Revenue		5,000		(12,600)
05152	Other Infrastructure - Fire Prevention	231105	Capital Expenses			(5,000)	(17,600)
10231	Commercial Rubbish Collection Charges	231105	Operating Revenue		11,352		(6,248)
11309	Other Expenses - Other Rec & Sport	231105	Operating Expenses			(40,000)	(46,248)
11653	Land & Buildings Renewal - Other Culture	231105	Capital Expenses		3,960		(42,288)
09151	Land & Buildings Renewal - Other Culture	231105	Capital Expenses			(3,960)	(46,248)
13733	Other Income - Economic Development	231105	Operating Revenue		4,000		(42,248)
11358	Infrastructure - Parks & Ovals GEN	231105	Capital Expenses			(35,000)	(77,248)
				0	24,712	(101,960)	(77,248)

Shire of Morawa
SCHEDULE 02 - GENERAL FUND SUMMARY
Financial Statement for Period Ended
30 November 2023

	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
OPERATING								
General Purpose Funding	3,197,904	316,323	3,179,904	316,323	3,026,688	131,875	3,008,193	120,915
Governance	525	545,801	925	545,801	385	222,190	1,238	205,538
Law, Order, Public Safety	32,950	174,139	37,950	174,139	14,660	56,124	18,525	55,137
Health	9,050	196,663	9,050	196,663	2,435	81,341	2,859	52,229
Education & Welfare	10,500	225,990	10,500	225,990	3,785	97,423	12,434	106,106
Housing	96,000	247,717	96,000	247,717	39,760	110,009	34,175	94,781
Community Amenities	1,033,871	916,604	1,045,223	916,604	650,600	291,540	763,511	302,297
Recreation & Culture	851,840	1,515,770	851,840	1,555,770	119,840	666,514	559,745	614,919
Transport	3,509,630	3,317,171	3,509,630	3,317,171	811,556	1,297,648	819,731	956,227
Economic Services	398,570	732,708	402,570	732,708	170,025	307,959	110,094	318,742
Other Property & Services	88,500	201,724	88,500	201,724	36,945	138,236	42,281	379,334
TOTAL - OPERATING	9,229,340	8,390,610	9,232,092	8,430,610	4,876,679	3,400,859	5,372,785	3,206,225
CAPITAL								
General Purpose Funding	0	10,420	0	10,420	0	175	0	184
Governance	0	0	0	0	0	0	0	61
Law, Order, Public Safety	0	0	0	5,000	0	5,000	0	9,899
Health	0	0	0	0	0	0	0	0
Education & Welfare	0	0	0	0	0	0	0	0
Housing	0	100,989	0	104,949	0	39,555	0	13,677
Community Amenities	0	213,657	0	213,657	0	92,814	0	89,063
Recreation & Culture	101,640	1,177,455	101,640	1,208,495	0	480,796	0	126,061
Transport	30,000	3,641,706	30,000	3,641,706	0	994,446	0	296,875
Economic Services	10,000	202,657	10,000	202,657	0	173,306	0	170,113
Other Property & Services	175,000	160,400	175,000	160,400	0	26,552	0	5,519
TOTAL - CAPITAL	316,640	5,507,284	316,640	5,547,284	0	1,812,644	0	711,453
	9,545,980	13,897,894	9,548,732	13,977,894	4,876,679	5,213,503	5,372,785	3,917,678
Less Depreciation Written Back		(2,150,541)		(2,150,541)		(896,025)		(805,490)
Less Profit/Loss Written Back	(10,427)	0	(10,427)	0	(3,126)	0	0	0
Less Movement in Leave Reserve		(3,800)		(3,800)		(3,800)		(1,209)
Plus Proceeds from Sale of Assets	73,000		73,000		0		0	
TOTAL REVENUE & EXPENDITURE	9,608,553	11,743,553	9,611,305	11,823,553	4,873,553	4,313,678	5,372,785	3,110,979
Surplus/Deficit July 1st B/Fwd	2,135,000		2,135,000		2,135,000		2,481,613	
	11,743,553	11,743,553	11,746,305	11,823,553	7,008,553	4,313,678	7,854,399	3,110,979
Surplus/Deficit C/Fwd		0		(77,248)		2,694,875		4,743,419
	11,743,553	11,743,553	11,746,305	11,746,305	7,008,553	7,008,553	7,854,399	7,854,399

Shire of Morawa
SCHEDULE 03 - GENERAL PURPOSE FUNDING
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Rates		257,510		257,510		107,375		95,268
Other General Purpose Funding		58,813		58,813		24,500		25,647
<u>OPERATING REVENUE</u>								
Rates	2,970,133		2,952,133		2,921,684		2,890,027	
Other General Purpose Funding	227,771		227,771		105,004		118,166	
SUB-TOTAL	3,197,904	316,323	3,179,904	316,323	3,026,688	131,875	3,008,193	120,915
<u>CAPITAL EXPENDITURE</u>								
Rates		0		0		0		0
Other General Purpose Funding		10,420		10,420		175		184
<u>CAPITAL REVENUE</u>								
Rates	0		0		0		0	
Other General Purpose Funding	0		0		0		0	
SUB-TOTAL	0	10,420	0	10,420	0	175	0	184
TOTAL -	3,197,904	326,743	3,179,904	326,743	3,026,688	132,050	3,008,193	121,100

Shire of Morawa
SCHEDULE 04 - GOVERNANCE
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Members of Council		452,801		452,801		210,410		202,750
Governance General		93,000		93,000		11,780		2,788
<u>OPERATING REVENUE</u>								
Members of Council	25		25		10		27	
Governance General	500		900		375		1,210	
SUB-TOTAL	525	545,801	925	545,801	385	222,190	1,238	205,538
<u>CAPITAL EXPENDITURE</u>								
Members of Council		0		0		0		61
Governance General		0		0		0		0
<u>CAPITAL REVENUE</u>								
Members of Council	0		0		0		0	
Governance General	0		0		0		0	
SUB-TOTAL	0	0	0	0	0	0	0	61
TOTAL - PROGRAMME SUMMARY	525	545,801	925	545,801	385	222,190	1,238	205,599

Shire of Morawa
SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Fire Prevention		115,213		115,213		31,589		31,557
Animal Control		54,749		54,749		22,800		23,281
Other Law, Order & Public Safety		4,177		4,177		1,735		299
<u>OPERATING REVENUE</u>								
Fire Prevention	30,950		35,950		13,474		16,732	
Animal Control	2,000		2,000		1,186		1,793	
Other Law, Order & Public Safety	0		0		0		0	
SUB-TOTAL	32,950	174,139	37,950	174,139	14,660	56,124	18,525	55,137
<u>CAPITAL EXPENDITURE</u>								
Fire Prevention		0		5,000		5,000		9,899
Animal Control		0		0		0		0
Other Law, Order & Public Safety		0		0		0		0
<u>CAPITAL REVENUE</u>								
Fire Prevention	0		0		0		0	
Animal Control	0		0		0		0	
Other Law, Order & Public Safety	0		0		0		0	
SUB-TOTAL	0	0	0	5,000	0	5,000	0	9,899
TOTAL - PROGRAMME SUMMARY	32,950	174,139	37,950	179,139	14,660	61,124	18,525	65,035

Shire of Morawa
SCHEDULE 07 - HEALTH
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Preventative Services - Meat Inspection		350		350		145		0
Preventative Services - Inspections & Admin		41,738		41,738		17,385		5,608
Preventative Services - Pest Control		6,361		6,361		1,695		1,485
Other Health		148,214		148,214		62,116		45,136
<u>OPERATING REVENUE</u>								
Preventative Services - Meat Inspection	350		350		145		0	
Preventative Services - Inspections & Admin	700		700		290		291	
Preventative Services - Pest Control	0		0		0		0	
Other Health	8,000		8,000		2,000		2,568	
SUB-TOTAL	9,050	196,663	9,050	196,663	2,435	81,341	2,859	52,229
<u>CAPITAL EXPENDITURE</u>								
Preventative Services - Meat Inspection		0		0		0		0
Preventative Services - Inspections & Admin		0		0		0		0
Preventative Services - Pest Control		0		0		0		0
Other Health		0		0		0		0
<u>CAPITAL REVENUE</u>								
Preventative Services - Meat Inspection	0		0		0		0	
Preventative Services - Inspections & Admin	0		0		0		0	
Preventative Services - Pest Control	0		0		0		0	
Other Health	0		0		0		0	
SUB-TOTAL	0	0	0	0	0	0	0	0
TOTAL - PROGRAMME SUMMARY	9,050	196,663	9,050	196,663	2,435	81,341	2,859	52,229

Shire of Morawa
SCHEDULE 08 - EDUCATION & WELFARE
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Other Education		6,731		6,731		4,550		2,631
Care of Families & Children		60,516		60,516		25,195		46,886
Other Welfare		158,743		158,743		67,678		56,588
<u>OPERATING REVENUE</u>								
Other Education	0		0		0		0	
Care of Families & Children	3,500		3,500		1,455		1,000	
Other Welfare	7,000		7,000		2,330		11,434	
SUB-TOTAL	10,500	225,990	10,500	225,990	3,785	97,423	12,434	106,106
<u>CAPITAL EXPENDITURE</u>								
Other Education		0		0		0		0
Care of Families & Children		0		0		0		0
Other Welfare		0		0		0		0
<u>CAPITAL REVENUE</u>								
Other Education	0		0		0		0	
Care of Families & Children	0		0		0		0	
Other Welfare	0		0		0		0	
SUB-TOTAL	0	0	0	0	0	0	0	0
TOTAL - PROGRAMME SUMMARY	10,500	225,990	10,500	225,990	3,785	97,423	12,434	106,106

Shire of Morawa
SCHEDULE 09 - HOUSING
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Staff Housing		94,361		94,361		42,137		46,835
Other Housing		96,856		96,856		42,403		32,088
Aged Housing		56,500		56,500		25,469		15,859
<u>OPERATING REVENUE</u>								
Staff Housing	11,000		11,000		4,575		7,968	
Other Housing	17,000		17,000		6,870		7,919	
Aged Housing	68,000		68,000		28,315		18,289	
SUB-TOTAL	96,000	247,717	96,000	247,717	39,760	110,009	34,175	94,781
<u>CAPITAL EXPENDITURE</u>								
Staff Housing		85,789		89,749		37,390		11,277
Other Housing		0		0		0		681
Aged Housing		15,200		15,200		2,165		1,719
<u>CAPITAL REVENUE</u>								
Staff Housing	0		0		0		0	
Other Housing	0		0		0		0	
Aged Housing	0		0		0		0	
SUB-TOTAL	0	100,989	0	104,949	0	39,555	0	13,677
TOTAL - PROGRAMME SUMMARY	96,000	348,706	96,000	352,666	39,760	149,564	34,175	108,458

Shire of Morawa
SCHEDULE 10 - COMMUNITY AMENITIES
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Sanitation - Household Refuse		270,178		270,178		112,708		77,331
Sanitation - Other		301,489		301,489		31,650		34,476
Sewerage		130,056		130,056		57,251		75,281
Urban Stormwater Drainage		9,500		9,500		3,950		0
Town Planning & Regional Development		70,329		70,329		29,295		24,485
Other Community Amenities		135,052		135,052		56,686		90,723
<u>OPERATING REVENUE</u>								
Sanitation - Household Refuse	136,176		136,176		135,296		133,749	
Sanitation - Other	289,370		300,722		100,237		293,421	
Sewerage	290,482		290,482		289,312		286,328	
Town Planning & Regional Development	7,500		7,500		3,125		987	
Other Community Amenities	310,343		310,343		122,630		49,025	
SUB-TOTAL	1,033,871	916,604	1,045,223	916,604	650,600	291,540	763,511	302,297
<u>CAPITAL EXPENDITURE</u>								
Sanitation - Household Refuse		21,600		21,600		665		765
Sewerage		95,200		95,200		14,665		1,961
Urban Stormwater Drainage		0		0		0		0
Other Community Amenities		96,857		96,857		77,484		86,337
<u>CAPITAL REVENUE</u>								
SUB-TOTAL	0	213,657	0	213,657	0	92,814	0	89,063
TOTAL - PROGRAMME SUMMARY	1,033,871	1,130,261	1,045,223	1,130,261	650,600	384,354	763,511	391,360

Shire of Morawa
SCHEDULE 11 - RECREATION & CULTURE
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
OPERATING EXPENDITURE								
Public Halls and Civic Centres		169,776		169,776		80,407		70,081
Swimming Areas & Beaches		332,361		332,361		145,069		117,857
Other Recreation and Sport		845,265		885,265		369,879		365,139
TV and Radio Re-broadcasting		2,000		2,000		830		0
Libraries		26,104		26,104		10,870		8,929
Other Culture		140,264		140,264		59,459		52,913
OPERATING REVENUE								
Public Halls and Civic Centres	259,840		259,840		108,265		44,495	
Swimming Areas & Beaches	20,000		20,000		4,215		9,060	
Other Recreation and Sport	541,800		541,800		6,035		506,191	
TV and Radio Re-broadcasting	0		0		0		0	
Libraries	200		200		80		0	
Other Culture	30,000		30,000		1,245		0	
SUB-TOTAL	851,840	1,515,770	851,840	1,555,770	119,840	666,514	559,745	614,919
CAPITAL EXPENDITURE								
Public Halls and Civic Centres		221,430		221,430		184,515		54,832
Swimming Areas & Beaches		21,700		21,700		705		618
Other Recreation and Sport		926,325		961,325		291,536		66,571
TV and Radio Re-broadcasting		0		0		0		0
Libraries		0		0		0		0
Other Culture		8,000		4,040		4,040		4,040
CAPITAL REVENUE								
Public Halls and Civic Centres	0		0		0		0	
Swimming Areas & Beaches	0		0		0		0	
Other Recreation and Sport	101,640		101,640		0		0	
TV and Radio Re-broadcasting	0		0		0		0	
Libraries	0		0		0		0	
Other Culture	0		0		0		0	
SUB-TOTAL	101,640	1,177,455	101,640	1,208,495	0	480,796	0	126,061
TOTAL - PROGRAMME SUMMARY	953,480	2,693,225	953,480	2,764,265	119,840	1,147,310	559,745	740,981

Shire of Morawa
SCHEDULE 12 - TRANSPORT
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
OPERATING EXPENDITURE								
Construction Roads, Bridges and Depots		0		0		0		0
Maintenance Roads, Bridges and Depots		2,862,628		2,862,628		1,102,737		766,501
Plant Purchases		12,092		12,092		5,035		3,146
Transport Licensing		355,313		355,313		149,210		150,253
Aerodromes		87,138		87,138		40,666		36,327
OPERATING REVENUE								
Construction Roads, Bridges and Depots	2,237,325		2,237,325		454,930		639,567	
Maintenance Roads, Bridges and Depots	826,000		826,000		204,750		44,286	
Plant Purchases	10,427		10,427		3,126		0	
Transport Licensing	354,200		354,200		148,750		135,879	
Aerodromes	81,678		81,678		0		0	
SUB-TOTAL	3,509,630	3,317,171	3,509,630	3,317,171	811,556	1,297,648	819,731	956,227
CAPITAL EXPENDITURE								
Construction Roads, Bridges and Depots		2,958,850		2,958,850		701,366		236,231
Maintenance Roads, Bridges and Depots		0		0		0		0
Plant Purchases		519,500		519,500		156,955		2,995
Aerodromes		163,356		163,356		136,125		57,650
CAPITAL REVENUE								
Construction Roads, Bridges and Depots	0		0		0		0	
Maintenance Roads, Bridges and Depots	30,000		30,000		0		0	
Plant Purchases	0		0		0		0	
Aerodromes	0		0		0		0	
SUB-TOTAL	30,000	3,641,706	30,000	3,641,706	0	994,446	0	296,875
TOTAL - PROGRAMME SUMMARY	3,539,630	6,958,877	3,539,630	6,958,877	811,556	2,292,094	819,731	1,253,102

Shire of Morawa
SCHEDULE 13 - ECONOMIC SERVICES
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Rural Services		18,401		18,401		7,650		4,418
Tourism & Area Promotion		357,699		357,699		151,623		156,738
Building Control		48,427		48,427		20,170		18,425
Other Economic Services		61,529		61,529		25,625		26,023
Economic Development		246,652		246,652		102,891		113,139
<u>OPERATING REVENUE</u>								
Tourism & Area Promotion	343,470		343,470		143,095		86,877	
Building Control	8,500		8,500		3,535		1,180	
Other Economic Services	25,000		25,000		10,415		6,496	
Economic Development	21,600		25,600		12,980		15,541	
SUB-TOTAL	398,570	732,708	402,570	732,708	170,025	307,959	110,094	318,742
<u>CAPITAL EXPENDITURE</u>								
Tourism & Area Promotion		152,357		152,357		152,356		139,899
Economic Development		50,300		50,300		20,950		30,214
<u>CAPITAL REVENUE</u>								
Economic Development	10,000		10,000		0		0	
SUB-TOTAL	10,000	202,657	10,000	202,657	0	173,306	0	170,113
TOTAL - PROGRAMME SUMMARY	408,570	935,365	412,570	935,365	170,025	481,265	110,094	488,855

Shire of Morawa
SCHEDULE 14 - OTHER PROPERTY & SERVICES
Financial Statement for Period Ended
30 November 2023

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Private Works		26,724		26,724		11,125		1,886
Public Works Overheads		0		0		(12,704)		199,910
Plant Operation Costs		0		0		25,755		270,988
Stock, Fuels and Oils		0		0		0		(93,450)
Administration		0		0		26,560		0
Unclassified		175,000		175,000		87,500		0
<u>OPERATING REVENUE</u>								
Private Works	35,000		35,000		14,580		24,164	
Public Works Overheads	1,000		1,000		500		0	
Plant Operation Costs	38,000		38,000		15,830		17,618	
Stock, Fuels and Oils	1,500		1,500		625		301	
Administration	12,000		12,000		4,995		198	
Unclassified	1,000		1,000		415		0	
SUB-TOTAL	88,500	201,724	88,500	201,724	36,945	138,236	42,281	379,334
<u>CAPITAL EXPENDITURE</u>								
Administration		160,400		160,400		26,552		5,519
<u>CAPITAL REVENUE</u>								
Administration	0		0		0		0	
SUB-TOTAL	175,000	160,400	175,000	160,400	0	26,552	0	5,519
TOTAL - PROGRAMME SUMMARY	263,500	362,124	263,500	362,124	36,945	164,788	42,281	384,853

Shire of Morawa

Bank Reconciliation Report

For Period Ending 30 November 2023

	Municipal Account	Municipal Online Saver	Trust Account	Reserve Account	Term Deposits - Reserves
Balance as per Bank Statement	1,497,220.69	3,048,089.18	1,525.11	4,675,836.94	2,100,000.00
Balance as per General Ledger	1,498,333.28	3,048,089.18	1,525.11	4,675,836.94	2,100,000.00
Unpresented Payments					
Unpresented Payments	-250.00				
Cheque 12055	-8,784.15				
Outstanding Deposits					
Unallocated Bank Deposits					
Outstanding Deposits	10,146.74				
Transfer from Holding Account					
Difference	1,498,333.28 0.00	3,048,089.18 0.00	1,525.11 0.00	4,675,836.94 0.00	2,100,000.00 0.00

Shire of Morawa
List of Payments Report
For Period Ending 30 November 2023

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17330	02/11/2023	Morawa Community Resource Centre	Auschem Course 5/6 Oct 2023 - Shire Staff	1,720.00	1
EFT17331	02/11/2023	Kats Rural	Bike Week Line Marking	160.00	1
EFT17332	02/11/2023	Morawa Roadhouse	Catering for Dog/Cat Training	234.00	1
EFT17333	02/11/2023	Metal Artwork Badges	Councillor Name Plate & Base	69.19	1
EFT17334	02/11/2023	Nutrien Ag Solutions	Wetter, Glyphosate & Work Boots	789.80	1
EFT17335	02/11/2023	IT Vision Australia Pty Ltd	Monthly Fee - Altus Payroll Play Acct	275.00	1
EFT17336	02/11/2023	Landgate	Valuation Services - Gross Rental Value Chargeable	74.15	1
EFT17337	02/11/2023	Refuel Australia	10 000L Diesel @ \$2.0452	20,452.00	1
EFT17338	02/11/2023	Think Water Geraldton	Valve Kit - Oval	455.40	1
EFT17339	02/11/2023	Canine Control	Ranger Services for October 23	2,108.94	1
EFT17340	02/11/2023	Cramer & Neill	Annual Service to all Commercial and Residential A/C Systems	23,634.40	1
EFT17341	02/11/2023	Greenfield Technical Services	Procurement process for 2023/24 Morawa Yalgoo Rd	5,733.75	1
EFT17342	02/11/2023	Mitchell & Brown Retravisson	Oven & Gas Cooktop - 20 Barnes	1,400.00	1
EFT17343	02/11/2023	Geraldton Trophy Centre and Engraving Centre	Honour Board Name Plates	48.00	1
EFT17344	02/11/2023	Shire of Mingenew	Velpic Online Platform Quaterly Fee Jul-Sept 2023	139.03	1
EFT17345	02/11/2023	Eastman Poletti Sherwood Pty Ltd	Progress Claim 2 MECEC	13,893.00	1
EFT17346	02/11/2023	Logo Appointments WA	Contract Services - SFO	7,704.40	1
EFT17347	02/11/2023	HOST Catering Supplies	3 Pkts x White Round Tablecloths	491.70	1
EFT17348	02/11/2023	Protector Fire Services	Inspection of Fire equipment & extinguishers	3,101.89	1
EFT17349	02/11/2023	Asphalt In A Bag	78 bags x 20kg Asphalt - Pot hole repairs	2,788.50	1
EFT17350	02/11/2023	CJD Equipment PTY LTD	Wheel Alignment - Community Bus	302.50	1
EFT17351	02/11/2023	Central Regional TAFE	Dog & Cat Management Course - 2 Day	5,765.18	1
EFT17352	02/11/2023	RJ & LJ King	Supply & Fit 2 new tyres Ford Ranger	779.99	1
EFT17353	02/11/2023	Mitchell and Brown Communications	Tech call out for reported fault on system - Medical Centre	846.77	1
EFT17354	02/11/2023	Coral Coast Homes And Construction	Final Claim Town Hall Store Room	40,765.93	1
EFT17355	02/11/2023	Creative Spaces	Design interpretive sign - Jubilee Park	682.00	1

Shire of Morawa List of Payments Report For Period Ending 30 November 2023					
Chq/EFT	Date	Name	Description	Amount	Bank
EFT17356	02/11/2023	Revolutions Geraldton	Bike Event Workshop & Parts	1,410.45	1
EFT17357	02/11/2023	Team Global Express	Freight for Pool Chemicals	1,783.62	1
EFT17358	02/11/2023	OakStar Asset Pty Ltd	CAT Grader Hire for grading maintenance - Karra Mining	8,470.00	1
EFT17359	02/11/2023	Little West Wood	Bike Week Prizes Oct 2023	187.70	1
EFT17360	02/11/2023	Corsign WA Pty Ltd	6 Custom Signs - Jubilee Park	1,643.40	1
EFT17361	02/11/2023	Core Business Australia PTY Ltd	AGRN1021 Flooding - Claim 11	11,815.21	1
EFT17362	02/11/2023	Fleet Fitness	Call Out, Service & Repair - Gym	1,419.00	1
EFT17363	02/11/2023	AFGRI Equipment	Parts for John Deere Grader	485.12	1
EFT17364	02/11/2023	Daphne's Timeless Treats	Catering Services x 3 events	1,265.00	1
EFT17365	02/11/2023	Desert to Coast Training & Assessing	MC Training, Theory, Assessment	3,450.00	1
EFT17366	02/11/2023	LG Best Practices Pty Ltd	Month end rates process Oct 2023 & Interim Rates Process	5,956.50	1
EFT17367	02/11/2023	Katherine Smith	Reimburse items for Pool - chemicals purchased	309.71	1
EFT17368	02/11/2023	Wallace Plumbing and Gas	Various Plumbing work - Sewerage, caravan park, and backflow testing/reporting	5,528.96	1
EFT17369	02/11/2023	Sam Jeffries	Gym Key Bond Reimbursement	30.00	1
EFT17370	02/11/2023	Bridgestone Service Centre Geraldton	Supply & Fit tyres to coaster bus	978.00	1
EFT17371	02/11/2023	Winc	Photocopier charges read 23 Oct 2023	727.90	1
EFT17372	09/11/2023	Australian Services Union	Payroll Deductions/Contributions	53.00	1
EFT17373	09/11/2023	Department of Human Services	Payroll Deductions/Contributions	361.15	1
EFT17374	14/11/2023	North Midlands Electrical	Shoe Box A/C replacement	1,901.03	1
EFT17375	14/11/2023	Rip-It Security Shredding	Archive Storage Fee October 2023	104.50	1
EFT17376	14/11/2023	Perth Better Homes	Shade Sail repair - Pool	495.00	1
EFT17377	14/11/2023	Coleen Anne Beauchamp	Rates refund for assessment A844 6 Broad Ave	799.00	1
EFT17378	14/11/2023	Grant Chadwick	Refund - Nomination Deposit	100.00	1
EFT17379	14/11/2023	St John Ambulance WA - Morawa Sub	Maintenance of First Aid Defib - Pool	135.00	1
EFT17380	14/11/2023	Star Track Express	Freight service for Asphalt from Perth	1,494.79	1
EFT17381	14/11/2023	Morawa District High School	Refund - Merkanooka Unit Cancellation	880.00	1
EFT17382	14/11/2023	Morawa Traders	Refreshments - Tropiano Art Exhibition	636.78	1

Shire of Morawa List of Payments Report For Period Ending 30 November 2023					
Chq/EFT	Date	Name	Description	Amount	Bank
EFT17383	14/11/2023	Morawa Roadhouse	Catering for Staff Training	144.00	1
EFT17384	14/11/2023	Landgate	Landgate Online Shop	152.50	1
EFT17385	14/11/2023	Refuel Australia	Fuel Card Purchase P622	86.83	1
EFT17386	14/11/2023	Think Water Geraldton	Retic Parts - Various Areas	2,802.90	1
EFT17387	14/11/2023	Canine Control	Ranger Services x 2	2,108.94	1
EFT17388	14/11/2023	GH Country Courier	Freight - Westrac Box	81.84	1
EFT17389	14/11/2023	Winchester Industries	55.65 Tonnes 5mm Blue metal	5,509.35	1
EFT17390	14/11/2023	Geraldton Lock and Key Specialists	Remove & Replace doors/frames and rekey Sport Complex	17,627.50	1
EFT17391	14/11/2023	Greenfield Technical Services	Final Claim - Tender Evaluation report for Morawa Yalgoo Road	1,911.25	1
EFT17392	14/11/2023	Bunnings Group Limited	Sunlounge x 6 - Pool & various maintenance items	921.01	1
EFT17393	14/11/2023	Peak Consultants Pty Ltd	MECEC schematic layout - Electrical Services	6,385.50	1
EFT17394	14/11/2023	Left of Centre Concepts & Events Pty Ltd	Arts Officer Aug-Dec 2023	3,574.87	1
EFT17395	14/11/2023	Novus Autoglass Repairs & Replacement	Supply & Fit windscreen P221	3,602.45	1
EFT17396	14/11/2023	Mark Thornton	Bond Refund - Community Bus	300.00	1
EFT17397	14/11/2023	Shire of Meekatharra	Long Service Leave Contribution - Walton	4,869.90	1
EFT17398	14/11/2023	Dongara Tree Service	Removal and/or trimming of various trees & stumps	8,745.00	1
EFT17399	14/11/2023	Officeworks	Artwork Easel, Phone Chargers with USB Cables and General Office Stationary	832.59	1
EFT17400	14/11/2023	Talis Consultants Pty Ltd ATF Talis Unit Trust	Consultancy Services up to 31 October 2023 - Landfill Plan	3,671.25	1
EFT17401	14/11/2023	JMH Mechanical Services	Service on Fire Truck & Pump	2,647.97	1
EFT17402	14/11/2023	Great Southern Fuel Supplies	Fuel Card Purchases October 2023	341.31	1
EFT17403	14/11/2023	Infinitum Technologies Pty Ltd	New Computers - Various workstations	17,028.00	1
EFT17404	14/11/2023	Avon Waste	Waste Services October 2023	7,586.25	1
EFT17405	14/11/2023	Pat's Mobile Mechanical	Service - John Deere Grader	423.72	1

Shire of Morawa
List of Payments Report
For Period Ending 30 November 2023

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17406	14/11/2023	Aimee North	Healthy Living Reimbursement 2023	150.00	1
EFT17407	14/11/2023	Team Global Express	Freight cost for Jubilee Park Acrylic Covers	133.05	1
EFT17408	14/11/2023	Breeze Connect Pty Ltd	Admin Telephone Lines Monthly Fee Oct 2023	232.00	1
EFT17409	14/11/2023	Mulga Mail	Annual Subscription Aug 2023 - July 2024	54.00	1
EFT17410	14/11/2023	Bob Waddell Consultant	Production of October Financial Statements	1,691.25	1
EFT17411	14/11/2023	Benjamin Whitmore	Bond Refund - Community Bus Hire	300.00	1
EFT17412	14/11/2023	NodeOne	Monthly Wireless Internet for the Gym - December 2023	119.00	1
EFT17413	14/11/2023	Resonline Pty Ltd	Monthly Software Fee - Caravan Park	134.31	1
EFT17414	14/11/2023	Diana May North	Refund - Nomination Deposit	100.00	1
EFT17415	14/11/2023	Cohesis Pty Ltd	VCIO Service	2,200.00	1
EFT17416	14/11/2023	RelianSys Pty Ltd	RelianSys Annual Software Fee	2,430.00	1
EFT17417	14/11/2023	Megan Howlett Premium Business Concepts	HR Requirements & Staff Workshop	4,851.00	1
EFT17418	14/11/2023	Cleanpak Total Solutions	Caravan Park Consumables	41.85	1
EFT17419	14/11/2023	Cloud Collections Pty Ltd	Claim - Court Filing Fee	841.00	1
EFT17420	14/11/2023	Ann Wambui WANJIKU	Healthy Living Reimbursement & IGA reimbursement	162.70	1
EFT17421	14/11/2023	ROMAN RUDNYTSKY	Piano Concert 03.11.2023	1,500.00	1
EFT17422	14/11/2023	Kala Earthworx	Custom Supply & Install Posts & Frames - Jubilee Park	16,324.00	1
EFT17423	14/11/2023	Construction Hydraulic Design	Completion of ECEC Prelim Documentation - Hydraulic Services	2,750.00	1
EFT17424	14/11/2023	Seth Francis	Gym Key Bond reimbursement	10.00	1
EFT17425	14/11/2023	Nexia Perth Pty Ltd	Audit Fee for 2022-23 R2R Annual Report & LRCIP Annual Report	2,772.00	1
EFT17426	14/11/2023	GNC Quality Precast Geraldton	Box Culverts & Base Slab - Various Roads	17,969.60	1
EFT17427	24/11/2023	North Midlands Electrical	Various electrical work - Rec Centre, staff housing, Shoe box & Install new A/C at the Caravan Park Caretakers Office.	4,189.80	1
EFT17428	24/11/2023	Department of Fire & Emergency Services	ESL Quarter 2 Contribution	16,447.37	1

Shire of Morawa List of Payments Report For Period Ending 30 November 2023					
Chq/EFT	Date	Name	Description	Amount	Bank
EFT17429	24/11/2023	BOC Limited	Annual Container Service Charge - Medical Oxygen C	190.32	1
EFT17430	24/11/2023	Kats Rural	Various Hardware Items October 2023	1,681.00	1
EFT17431	24/11/2023	McDonalds Wholesalers	UHT Milk - Caravan Park	147.86	1
EFT17432	24/11/2023	Refuel Australia	ADBLUE Bowser 61L	161.65	1
EFT17433	24/11/2023	Think Water Geraldton	PV-U2 Connector and Various Retic Parts	252.00	1
EFT17434	24/11/2023	Canine Control	Ranger Services 17 November 2023	1,054.47	1
EFT17435	24/11/2023	Wesfarmers Kleenheat Gas Pty Ltd	Equipment Service Charge	469.70	1
EFT17436	24/11/2023	Left of Centre Concepts & Events Pty Ltd	Art Exhibition Supplies	1,152.94	1
EFT17437	24/11/2023	Guardian Print	Binding of Council Minutes x 16	2,595.00	1
EFT17438	24/11/2023	Logo Appointments WA	Contract Services week ending 11 Nov 2023	2,022.41	1
EFT17439	24/11/2023	Aerodrome Management Services Pty Ltd	Tech inspection for Sep-Nov Quarter 2023	4,591.08	1
EFT17440	24/11/2023	WA Country Health Service - Midwest	Donation toward CHSP Client Function	749.00	1
EFT17441	24/11/2023	Total Toilets	Portable Toilet Hire & service 01 Oct - 31 Oct 2023	2,231.01	1
EFT17442	24/11/2023	Northern Country Zone of WALGA	Annual Subscription Northern Country Zone	1,800.00	1
EFT17443	24/11/2023	Herrings Coastal Plumbing & Gas	Replace Hot Water Unit - Merkanooka C/park	2,751.49	1
EFT17444	24/11/2023	Morawa IGA	Various IGA expenses 17 Oct - 14 Nov 2023	1,658.81	1
EFT17445	24/11/2023	Officeworks	Stationary items & postage	465.35	1
EFT17446	24/11/2023	Infinitum Technologies Pty Ltd	Setup of 7 x new workstations & Install Exclaim Signatures	2,431.00	1
EFT17447	24/11/2023	Team Global Express	Freight for October 2023	101.33	1
EFT17448	24/11/2023	Little West Wood	Postage for September & October 2023	313.28	1
EFT17449	24/11/2023	Thurkle's Earthmoving & Maintenance P/L	Wet Hire - Stockpile gravel - Barnes Rd Pit and Stockpile Gravel on White Road	57,750.00	1
EFT17450	24/11/2023	Cleanpak Total Solutions	Caravan Park/Cleaning Consumables	595.66	1
EFT17451	24/11/2023	Cloud Collections Pty Ltd	Court Filing Fee	331.00	1
EFT17452	24/11/2023	Norwest Building Group	Second Installment - Materials on order - Netball Shed	30,950.00	1
EFT17453	24/11/2023	Wallace Plumbing and Gas	Plumbing Services - Koolanooka Chalet	355.30	1

Shire of Morawa
List of Payments Report
For Period Ending 30 November 2023

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17454	24/11/2023	GSA Engineering	Mechanical Services MECEC	4,950.00	1
EFT17455	24/11/2023	Bruce Perry Garden Design	Progress Claim 1 - Town Hall Landscaping	15,962.64	1
EFT17456	24/11/2023	Eftsure Pty Ltd	Eftsure annual subscription 20 Sept 23 - 19 Sept 24	5,148.00	1
EFT17457	24/11/2023	Sage & Berry	Art Exhibition Equipment	65.00	1
EFT17458	24/11/2023	Jamie Quinn	Koolanooka Chalet Refund	176.00	1
EFT17459	24/11/2023	Winc	Photocopier Charges 23 Oct - 20 Nov 2023	519.52	1
EFT17460	27/11/2023	Australian Services Union	Payroll Deductions/Contributions	53.00	1
EFT17461	27/11/2023	Department of Human Services	Payroll Deductions/Contributions	361.15	1
EFT17462	30/11/2023	Beam Super	Superannuation for Pay Run 50	10,941.63	1
EFT17463	30/11/2023	Grant Chadwick	Member Sitting Fees	1,366.67	1
EFT17464	30/11/2023	Karen Jeanette Chappel	Member Sitting Fees	8,457.00	1
EFT17465	30/11/2023	Shirley Denise Katona	Member Sitting Fees	683.33	1
EFT17466	30/11/2023	Nutrien Ag Solutions	Battery for Road Broom	120.00	1
EFT17467	30/11/2023	Canine Control	Ranger Services 22 Nov 2023	1,054.47	1
EFT17468	30/11/2023	Marketforce - Omnicom Media Group	Advert - Local Tenders	964.98	1
EFT17469	30/11/2023	Frank Gilmour	Pest Inspection & Spraying Shire Buildings	4,924.00	1
EFT17470	30/11/2023	Left of Centre Concepts & Events Pty Ltd	Art Space Feasibility Project	23,980.00	1
EFT17471	30/11/2023	Truckline	Parts for P168 & P221	233.90	1
EFT17472	30/11/2023	Medelect Biomedical Services	Medical Services - Assessment report	290.95	1
EFT17473	30/11/2023	Kenneth Peter Stokes	Member Sitting Fees	3,139.25	1
EFT17474	30/11/2023	Jane Coaker	Member Sitting Fees	683.33	1
EFT17475	30/11/2023	Medical Director	Support- Clinical Standard Subscription	1,309.00	1
EFT17476	30/11/2023	Mitchell and Brown Communications	Monthly Security fee	50.00	1
EFT17477	30/11/2023	Yvette A Harris	Member Sitting Fees	683.33	1
EFT17478	30/11/2023	Instant Racking Hodesh PTY LTD	Longspan 4 level Shelving	840.00	1
EFT17479	30/11/2023	WA Traffic Planning	Traffic Management plan - Morawa Town Works	825.00	1
EFT17480	30/11/2023	Diana May North	Member Sitting Fees	1,366.67	1
EFT17481	30/11/2023	West Oz Linemarking Pty Ltd	Various areas Linemarking	9,040.90	1

Shire of Morawa List of Payments Report For Period Ending 30 November 2023					
Chq/EFT	Date	Name	Description	Amount	Bank
EFT17482	30/11/2023	Wallace Plumbing and Gas	Town Hall & Main Street - Male Toilets Maintenance & Backflow Valve Testing	3,381.02	1
EFT17483	30/11/2023	Geraldton Glass Service	Reglaze Large Shopfront window	6,363.50	1
EFT17484	30/11/2023	Debbie Collins	Member Sitting Fees	2,050.00	1
EFT17485	30/11/2023	Winc	Admin Stationary	20.72	1
EFT17486	30/11/2023	Mark Coaker	Member Sitting Fees	2,050.00	1
Total EFT Payments				582,450.82	
12055	30/11/2023	Shire of Morawa	12 & 6 Month Vehicle Registration for 43 Vehicles	8,784.15	1
Total Cheque Payments				8,784.15	
DD9625.1	01/11/2023	Water Corporation	Water Use & Service Charge	2,855.75	1
DD9625.2	01/11/2023	Exetel Pty Ltd	Monthly Charge Nov 2023	975.00	1
DD9625.3	01/11/2023	Westnet Pty Ltd	Monthly Fee - Tourism Internet Service	29.95	1
DD9626.1	02/11/2023	Water Corporation	Water Use & Service Charge Various	892.99	1
DD9627.1	03/11/2023	Water Corporation	Water Use & Service Charge Various	8,717.26	1
DD9628.1	07/11/2023	Water Corporation	Water Use & Service Charge Various	4,912.43	1
DD9629.1	06/11/2023	Water Corporation	Water Use & Service Charge Various	455.61	1
DD9629.2	06/11/2023	Telstra Corporation Limited	Telephone expense Tourist Bureau Nov 2023	50.00	1
DD9637.1	13/11/2023	Synergy	Electricity expenses 24 Aug - 23 Oct 2023 Various	6,017.56	1
DD9638.1	14/11/2023	Synergy	Electricity expenses 25 Aug - 24 Oct 2023 Various	682.97	1
DD9638.2	21/11/2023	Synergy	Electricity expenses 25 Aug - 24 Oct 2023 Various	76.09	1
DD9639.1	15/11/2023	Synergy	Electricity expenses 25 Aug - 24 Oct 2023 Various	7,321.04	1
DD9639.2	22/11/2023	Synergy	Electricity expenses 25 Aug - 24 Oct 2023 Various	3,329.05	1
DD9640.1	16/11/2023	Synergy	Electricity expenses 25 Aug - 24 Oct 2023 Various	2,242.87	1
DD9640.2	16/11/2023	Telstra Corporation Limited	Telephone expenses October 2023	1,041.36	1
DD9640.3	21/11/2023	Synergy	Electricity Expenses 25 Aug - 24 Oct 2023	214.82	1
DD9641.1	17/11/2023	Synergy	Electricity expenses 01 Sep - 23 Oct 2023	114.76	1

Shire of Morawa List of Payments Report For Period Ending 30 November 2023					
Chq/EFT	Date	Name	Description	Amount	Bank
DD9647.1	21/11/2023	Telstra Corporation Limited	Telephone expenses up to 01 Nov 2023 - Doctor/Staff Housing	110.08	1
DD9650.1	27/11/2023	Telstra Corporation Limited	Telephone Expense Nov 2023	505.63	1
DD9650.2	27/11/2023	Synergy	Electricity expense 21 Sept - 19 Oct 2023	1,062.25	1
DD9658.1	29/11/2023	Synergy	Electricity expense 19 Aug - 18 Oct 2023 Streetlights	8,830.47	1
Total Direct Debit Payments				<u>50,437.94</u>	
	01/11/2023	Bankwest	Merchant Fees	533.93	1
	09/11/2023	Shire of Morawa	Altus Payroll Pay Run #50	60,496.94	1
	08/11/2023	Shire of Morawa	Payroll Deductions	729.00	1
	23/11/2023	Shire of Morawa	Altus Payroll Pay Run #57	60,501.84	1
	22/11/2023	Shire of Morawa	Payroll Deductions	660.37	1
	30/11/2023	Shire of Morawa	Monthly Deductions Dept of Transport - Nov 2023	13,290.40	1
	30/11/2023	Bankwest	Centrelink Fees - November 2023	12.87	
	30/11/2023	Shire of Morawa	Caravan Park Refunds - Nov 2023	1,559.00	1
Total Bank Transfers/ Payments				<u>137,784.35</u>	

Shire of Morawa List of Payments Report For Period Ending 30 November 2023					
Chq/EFT	Date	Name	Description	Amount	Bank
	Fuel Card - 93926029 - MO 0				
<i>Included in</i>					
EFT17385	14/11/2023	Refuel Australia	Fuel Card Purchase P622	86.83	1
	Fuel Card - 94937892 - 02 MO - EMCCS				
<i>Included in</i>					
EFT17402	14/11/2023	Great Southern Fuel Supplies	Fuel Card Purchases October 2023	283.87	1
	Fuel Card - Depot				
<i>Included in</i>					
EFT17402	14/11/2023	Great Southern Fuel Supplies	Fuel Card Purchases October 2023	57.44	1
TOTAL Fuel Card				428.14	
J:2324-05.19	05/11/2023	Bankwest	Corporate card purchases in October 2023	3,920.23	1
	Coroprate Credit Card - EMCCS				
	14/10/2023	WIZ PHY Geraldton	Wallets for bank fobs	22.90	
	18/10/2023	Kinatiko Ltd	Police Clearance	54.90	
	19/10/2023	Kinatiko Ltd	Police Clearance	54.90	
	26/10/2023	Bindoon Roadhouse	Fuel - 02MO	99.48	
Sub Total				232.18	
	Coroprate Credit Card - CEO				
	5/10/2023	Zoom.US	Zoom Standard Pro Monthly Subscription for Council	22.39	
	5/10/2023	Bank West	Foreign Transaction Fee - Zoom	0.66	
	11/10/2023	DWER - Water	Clearing Permit - Fire Mitigation	2,000.00	
	11/10/2023	Local Government Management	LG Professionals Conference - CEO	1,665.00	
Sub Total				3,688.05	
TOTAL Corporate Credit Card Payment				3,920.23	
TOTAL PAYMENTS FOR COUNCIL APPROVAL				783,377.49	

Ordinary Council Meeting 18 December 2023

***Attachment 1- 11.2.2a Shire of Morawa - 2024-2029
Disability Access and Inclusion Plan***

***Item 11.2.2- Disability Access and Inclusion
Plan (DAIP) Adoption***



SHIRE OF MORAWA

DISABILITY ACCESS AND INCLUSION PLAN 2024-2029



WESTERN AUSTRALIA'S

WILDFLOWER COUNTRY



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Copies of this Plan are available in alternative
formats from the Shire of Morawa by request via:

(t) 9973 1204

(e) admin@morawa.wa.gov.au or

in person at 26 Winfield St, Morawa, WA, 6620

INTRODUCTION

The Disability Access and Inclusion Plan (DAIP) is mandated by the *Western Australian Disability Services Act 1993 (the Act)*. It serves as a structured framework for executing strategies and programs aimed at ensuring that individuals with disabilities receive the same opportunities as others when it comes to accessing services, facilities, and information. The Shire of Morawa's DAIP outlines attainable objectives for working towards this goal over a five-year period (2024 to 2029).

The Shire of Morawa's DAIP goes beyond ensuring accessibility to Council owned buildings and facilities, it encompasses the broader concept of inclusion by creating an environment where all individuals, regardless of their abilities, backgrounds, or differences, are valued, respected, and provided with equal opportunities to participate and contribute.

Through the delivery of the outcomes outlined in this plan, the Shire of Morawa aims to enrich the lives of all individuals within the Shire, with a particular emphasis on those community members and visitors living with disabilities.



OUR VISION

The Shire of Morawa's Strategic Community Plan for 2022-2032 serves as the Shire's comprehensive long-term planning document, outlining the community's vision and ambitions for the future. It also provides an overview of the strategic focus areas to be targeted in order to meet these aspirations.

Within the Strategic Community Plan, seven key aspirations are identified, each with specific focus areas designed to achieve aspirational objectives. The community vision, aspirations, and focus areas are integrated within individual strategies and actions outlined in the Shire's operational plans, including those detailed in the DAIP.

Of the Shire of Morawa's seven aspirations and focus areas, the following align most closely with the outcomes identifies in the DAIP.

Occupy a Safe and Healthy living space

- Build safer neighbourhoods
- Occupy fit for purpose housing
 - Increase active living
 - Enhance health service provisions

Embrace cultural and social diversity

- Champion inclusion and engagement
- Invest in socialisation and belonging
- Promote positive aging in place across the community

Create a sense of place for visitors

- Ensure the townsite and its services are accessible to all



The Shire of Morawa is dedicated to achieving the outcomes outlined in their DAIP while maintaining an overarching objective of establishing an accessible and inclusive community for everyone. This commitment is in pursuit of the community's overarching vision of creating a welcoming and inclusive Morawa.

ACCESS & INCLUSION IN THE SHIRE OF MORAWA

Data from the 2021 census conducted by the Australian Bureau of Statistics indicates that the population of the Shire of Morawa's Local Government Area stands at 660, a decrease from the 750 residents recorded in the 2016 Census. Of these residents, 33 have identified themselves as needing assistance, slightly more than the 31 residents reported in the 2016 data. These 33 individuals are described as people facing profound or severe limitations in core daily activities, such as self-care, mobility, and communication, due to long-term health conditions (lasting six months or more), disabilities (lasting six months or more), or old age.

It's noteworthy that 39% of the population in this area is aged 60 and over. While this statistic doesn't indicate the number of individuals with disabilities, it does underscore the importance of planning for accessible services and functions in response to the expectations of an aging population.

The National Disability Insurance Scheme (NDIS) plays a significant role in supporting eligible individuals with disabilities by providing funding for increased quality of life, independence, and community engagement. Presently, there are fewer than 11 active NDIS participants in Morawa, meaning those who have been deemed eligible and have an approved NDIS plan.

In addition to individuals with disabilities, the Shire of Morawa recognises the importance of meeting the access and inclusion needs of various other residents and visitors, including parents with young children and prams, the elderly, and individuals from diverse cultural and linguistic backgrounds.

Morawa is a popular destination during the Wildflower Season, attracting many 'Grey Nomad' tourists. As a result, ensuring easy access to the Shire's facilities, services, and information for tourists and other visitors is also a crucial consideration when developing the DAIP.



WHAT WE DO

The Shire of Morawa considers the accessibility and inclusion needs of all community members when performing its core functions and when providing services. These functions and services include:

Services to Infrastructure and Properties

Construction and maintenance of Shire owned roads, buildings, footpaths and walk trails; Rubbish collection and disposal; Clearing of vegetation; Street lighting; and Bushfire control.

Services to the Community

Provision and maintenance of recreation grounds; Provision of playing areas and reserves and Management of community centre, library and information services.

Regulatory Services

Including Building, Planning, Environmental Health and Animal Control

General Administration

The provision of general information from various sources to the public, account processing and vehicle licensing services.

Government Processes

Through Council and Elected Members

DEVELOPING THE DAIP

The Shire of Morawa's current Disability Inclusion and Access Plan (2018-2023) aligns with the seven desired outcomes mandated under the Act for government organisations. These outcomes serve as guiding principles for enhancing access and inclusion for individuals with disabilities.

As we look ahead to the framework of the 2024-2029 DAIP, it continues to align with these outcomes. However, it also takes into account the Department of Communities State Disability Strategy for 2020-2030. This broader perspective incorporates the Strategy's four pillars of change, aiming to propel Western Australia towards a more inclusive, equitable, and accessible future.

PILLARS OF CHANGE

Participate and contribute

Everyone in the community is valued and will be given the opportunity to be involved.

Inclusive communities

Shire of Morawa's places and people are welcoming.

Living well

People in Morawa will receive the support they need from the Shire of Morawa to live well.

Rights and equity

Everyone will be treated fairly by the Shire of Morawa.

The development of the 2024-2029 DAIP has been led by the following:

- **A comprehensive review** of the progress made in implementing the strategies outlined in the 2018-2023 DAIP, together with public feedback to determine the continued relevance of these strategies in addressing the evolving access and inclusion requirements of the community.
- **Engaging in consultations with the public** to gauge how effectively the Shire of Morawa is meeting their access and inclusion needs.
- **Conducting discussions with stakeholders** to assess the Shire of Morawa's effectiveness in meeting the needs of individuals with disabilities within the community and to gather insights into the enhancements they would like the Shire to consider in the future.



PROGRESS TO DATE

By implementing the strategies outlined in the Shire of Morawa's 2018-2023 DAIP, the Shire has achieved significant enhancements in supporting the lives of individuals with disabilities residing in or visiting Morawa. These enhancements and improvements include:

- Hosting inclusive events throughout the year, such as NAIDOC Week, Bike Week, Senior's Week, Morawa Art Awards and Exhibition, Curry Night, Harmony Week, Australia Day, and Astro-tourism, ensuring accessibility for all attendees.
- Installing all access ablutions at Morawa Caravan Park, complete with ramp access and footpaths.
- Constructing a ramp for accessibility to the Morawa Old Police Station Museum.
- Making substantial investments in upgrading public footpaths in Morawa, including the construction of the Shared Path on Dreghorn St and Manning St, which allows for increased width and curb cuts.
- Implementing ramp access and accessible toilets at the Old Shire Chambers/Road Board Building.
- Developing an accessible website compliant with W3C Web Content Accessibility Guidelines 2.0 Level AA, serving as the primary portal for accessing Shire information.
- Installing wheelchair-accessible drinking fountains in public spaces.
- Establishing an ACROD parking bay on Prater St.
- Enhancing access to Morawa Town Cemetery through the introduction of new footpaths, ACROD parking bays, and a ramp for pram use.
- Implementing a Community Engagement Policy and communication processes to ensure inclusive consultation with all community members during event planning, activities, and new projects.
- Providing information for visitors to Morawa in various formats, including a collaborative 'Storytowns' podcast that serves as an audio guide for the town.
- Maintaining a well-stocked library offering audio books as well as large print editions.



COMMUNITY CONSULTATION

As part of the process of reviewing the current DAIP, and developing the new one, the Shire of Morawa initiated a Community Consultation process, with more than 20 active participants, to engage with the community on matters related to disability, access, and inclusion. This consultation process not only sought input from individuals living with disabilities but also provided them with an explanation of how the development of the DAIP will impact and enhance their access to Shire services, functions, and facilities.

The development of the DAIP also took into consideration the feedback received from various stakeholders. The consultation process encompassed several key activities:

- A community survey was created and distributed through the Shire's website, with hard copies available at the Shire of Morawa office. The survey was promoted in the Shire's monthly newsletter, "Shire Snippets," and on social media. Assistance in completing the survey was also offered.
- Consultation sessions were held with a group of local Home and Community Care/Commonwealth Home Support Participants, including those aged 65 years and over and Aboriginal and/or Torres Strait Islander people aged 50 years and over. These sessions provided an informal and small-group platform for participants to offer their feedback, either face-to-face or in writing.
- A Seniors Morning Tea was held at the Morawa Swimming Pool where all attendee's were encouraged to complete the survey and offer their input.

- An open consultation session was organised, inviting all community members to attend and share their opinions to contribute to the DAIP. Details of this session were communicated through the Shire of Morawa website, "Shire Snippets," the Shire's Facebook page, and flyers posted on public notice boards.
- Health service providers, including Occupational Therapists, Social Workers, and Physiotherapists from WA Country Health and Allied Health, who offer support to Morawa residents, were contacted, and their input was invited.
- Input was also sought from NDIS service providers who visit and provide services to clients in Morawa on behalf of their clients.
- Shire of Morawa staff were actively consulted and informed about the DAIP review process.

Engaging in these consultation efforts has been crucial to ensure that the DAIP is well-informed, inclusive, and represents the requirements and viewpoints of the community.

KEY FINDINGS

- The majority of survey respondents and consulted individuals believe that the Shire of Morawa is 'meeting their needs' or the needs of the disability community and also believe that the Shire of Morawa's staff 'somewhat' meet their expectations and needs.
- Survey respondents and consulted individuals believe that most of Shire of Morawa owned buildings or facilities are easy or very easy to access.
- 56% of survey respondents state that they 'sometimes' can easily access information that they need from the Shire of Morawa;
- 85% of surveyed individuals find all Shire hosted events to be accessible to them.
- 73% of survey respondents believe that the information provided by the Shire staff met their needs.
- Of those respondents who have made a complaint to the Shire, 82% believe that the Shire has adequate processes in place to enable them to easily make a complaint.
- Most respondents believe that the Shire adequately consults with the disabled community 'sometimes' and that the Shire's communication methods 'sometimes' meets their needs and encourages them to participate.

The consultations showed that many of the goals in the current DAIP have been met, however the community believes there are still some specific issues that haven't been addressed. In addition, the review process found some ongoing obstacles to accessibility and inclusion. Here are some suggestions that the Shire of Morawa has considered when creating initiatives for the 2024-2029 DAIP to address these challenges and unresolved issues:

Enhancing accessibility to the Caravan Park Chalets/Units.

Addressing accessibility issues related to the Town Hall.

Providing improved training and information to Shire staff to enhance their customer service skills.

Advocating on behalf of the disability community for improved disability support services within the town.

OUTCOMES AND INITIATIVES

OUTCOME 1: ACCESS TO SERVICES AND EVENTS

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHERS TO ACCESS THE SERVICES OF, AND ANY EVENTS ORGANISED BY, THE SHIRE OF MORAWA.

REF	FOCUS AREA	PILLARS OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
1.1	Improve access and inclusion at all Shire of Morawa events by including an 'Accessible Events Checklist' in event planning documentation. Ensure this is communicated to staff and contractors.	Participate & Contribute	Community Development Officer	2024
1.2	Ensure that key Shire staff, with roles that require delivering community events, receive disability awareness training so they are better equipped to develop the 'Accessible Events Checklist' and implement strategies to reduce barriers to participation at Shire events.	Participate & Contribute	Community Development Officer/ Chief Executive Officer	2024 / in response to staffing changes
1.3	Improve the availability of access and inclusion information on the Shires Website. Include information on: accessible/ACROD parking and facilities.	Participate & Contribute	Community Development Officer/ Communications Officer	2025

OUTCOME 2: ACCESS TO BUILDINGS AND FACILITIES

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO ACCESS BUILDINGS AND OTHER FACILITIES OWNED AND MANAGED BY THE SHIRE OF MORAWA.

REF	FOCUS AREA	PILLARS OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
2.1	Prioritise and seek funding to continue to provide access to Shire buildings and facilities.	Inclusive Communities	Chief Executive Officer/ Executive Manager Corporate & Community Services	Ongoing
2.2	Continue to ensure that all new or redevelopment works provide suitable access for people with disabilities.	Inclusive Communities	Chief Executive Officer/ Executive Manager Corporate & Community Services/Team Leaders	Ongoing
2.3	Continue to review ACROD parking areas and ensure works budgets allow for the maintenance of these.	Inclusive Communities	Team Leader Roads	Ongoing
2.4	Continue the provision and upkeep of footpaths and public spaces to meet the Australian standards for access and mobility.	Inclusive Community	Team Leader Roads	Ongoing

OUTCOME 3- ACCESS TO INFORMATION

PEOPLE WITH DISABILITIES RECEIVE INFORMATION FROM THE SHIRE OF MORAWA IN A FORMAT THAT WILL ENABLE THEM TO ACCESS THE INFORMATION AS READILY AS OTHER PEOPLE ARE ABLE TO ACCESS IT.

REF	FOCUS AREA	PILLARS OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
3.1	Streamline access to disability services and facilities information on the Shire's website by consolidating all relevant content in a single, easily accessible location.	Living Well	Community Development Officer/ Communications Officer	2025
3.2	Improve staff awareness of accessible information including how to respond to enquiries for information to be presented in a different format.	Living Well Rights & Equity	Community Development Officer/ Executive Manager of Corporate & Community Services	2024/ Ongoing in response to staff changes
3.3	Continue to develop and extend the Shires communication tools giving priority to accessible formats.	Living Well Rights & Equity Participate & Contribute	Communications Officer	Ongoing
3.4	Ensure all promotional materials and documentation regarding services, facilities and customer feedback are in an accessible format using clear and concise language wherever possible.	Inclusive Community	Communications Officer	Ongoing

OUTCOME 4 – SAME LEVEL OF SERVICES AS OTHERS FROM THE SHIRE OF MORAWA STAFF

**PEOPLE WITH DISABILITIES RECEIVE THE SAME LEVEL AND
QUALITY OF SERVICE FROM THE SHIRE OF MORAWA STAFF AS
OTHER PEOPLE RECEIVE.**

REF	FOCUS AREA	PILLAR OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
4.1	Provide comprehensive training and mentoring to equip staff with the knowledge, skills, and confidence necessary to deliver high-quality customer service to individuals with disabilities.	Rights & Equity	Chief Executive Officer/ Executive Manager Corporate & Community Services	2027/ Ongoing in response to staff changes
4.2	Ensure that all customer service policies and procedures of the Shire of Morawa align with the Disability Access and Inclusion Plan (DAIP), and communicate this to all employees and council members.	Rights & Equity	Chief Executive Officer/ Executive Manager Corporate & Community Services	2027/ Reviewed Annually

OUTCOME 5 – MAKING COMPLAINTS

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO MAKE COMPLAINTS TO THE SHIRE OF MORAWA.

REF	FOCUS AREA	PILLAR OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
5.1	Ensure complaint and grievance procedures are accessible and provide alternative formats for lodging a complaint, ensure these methods are known by Staff and communicated to the community.	Rights & Equity	Chief Executive Officer/ Executive Manager Corporate & Community Services	2024/ Ongoing in response to staff changes

OUTCOME 6 – PARTICIPATING IN PUBLIC CONSULTATION

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO PARTICIPATE IN ANY PUBLIC CONSULTATION BY THE SHIRE OF MORAWA

REF	FOCUS AREA	PILLAR OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
6.1	Develop community consultation plans that include communication methods that are accessible and inclusive of people with disabilities.	Participate & Contribute	Communications Officer	Ongoing
6.2	Ensure consultation processes are widely promoted using various channels.	Participate & Contribute	Communications Officer	Ongoing

OUTCOME 7 – OPPORTUNITIES FOR EMPLOYMENT

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO OBTAIN AND MAINTAIN EMPLOYMENT WITH THE SHIRE OF MORAWA.

REF	FOCUS AREA	PILLAR OF CHANGE	RESPONSIBLE OFFICER	IMPLEMENTATION TIMEFRAME
7.1	Ensure the Shire's recruitment procedures and practices encourage people with disabilities to apply for job vacancies with the Shire.	Rights & Equity Participate & Contribute	Chief Executive Officer/ Executive Manager Corporate & Community Services	2026
7.2	Ensure that any Shire employee with a disability receives the support required to successfully undertake their work as specified in their position description. This includes making allowances for reasonable workplace adjustments.	Rights & Equity	Chief Executive Officer/ Executive Manager Corporate & Community Services	Ongoing

MONITORING, EVALUATING & REVIEWING

The 2024-2029 DAIP establishes the Shire of Morawa's commitment to ensuring accessibility and inclusion while addressing newly identified priorities. This commitment will be upheld through the implementation of a monitoring and evaluation process by Shire staff. This process will involve an annual review of the DAIP, with a report on the Shire's DAIP implementation included in the Shire's Annual Report.

In addition to internal monitoring, the Shire's progress regarding its DAIP will be reported as part of the Department of Communities' annual DAIP Progress Reporting process. This will help identify any concerns or areas that require improvement, allowing for targeted efforts to enhance accessibility and inclusion. Furthermore, in compliance with the *Disability Services Act (1993)*, the Shire's DAIP will undergo a comprehensive review at least once every five years.

Upon endorsement by the Council, a public notice will be published and circulated to inform the community of the new plan.

Any modifications made to the DAIP to reflect progress and evolving community needs will be officially endorsed by the Council and submitted to the Department of Communities.

COMMUNICATING THE PLAN

Effectively conveying a disability access and inclusion plan to the community is crucial to ensure that individuals with disabilities are informed about the initiatives and support available to them from the Shire.

The Shire of Morawa's Disability Inclusion and Action Plan (DAIP) will be accessible to everyone.

You can access the DAIP through the Shire of Morawa's website, or if preferred, you can request a copy from the Shire of Morawa via phone, in-person visit, email, or social media messaging. Shire of Morawa staff will take the necessary steps to ensure that the plan is presented in a format that is easily accessible to all individuals.

