



**SHIRE OF MORAWA**

**ORDINARY COUNCIL MEETING**

**ATTACHMENTS**

**Thursday, 21 March 2024**



**WESTERN AUSTRALIA'S**  
**WILDFLOWER COUNTRY**

# Agenda Attachments

Shire of Morawa

Ordinary Council Meeting

21 March 2024

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## List of Attachments

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### 11.1 Chief Executive Officer

#### 11.1.2 Corella Control 2023-2024

*Attachment 1 – 11.1.2a Department of Environment and Conservation – Pest Notes (Corellas)*

*Attachment 2 – 11.1.2b Managing Impacts of the Little Corella on the Fleurieu Peninsula – Ian Temby Report*

*Attachment 3 – 11.1.2c PestSmart - Shooting of pest birds*

#### 11.1.3 Adoption of 2024-2029 Local Emergency Management Arrangements (LEMA)

*Attachment 1 – 11.1.3a Shire of Morawa 2024-2029 Local Emergency Management Arrangements (LEMA)*

*Attachment 2 – 11.1.3b Shire of Morawa 2024-2029 Recovery Plan*

#### 11.1.5 Policy Manual Review – Stage 3

*Attachment 1 - 11.1.5a Reviewed Council Policies (Stage 3)*

*Attachment 2 - 11.1.5b FIN11 Recognition and Depreciation of Assets*

#### 11.1.7 Shire Response to DLGSCI Standardised Meeting Procedures Consultation Paper

*Attachment 1 – 11.1.7a Standardised Meeting Procedure Consultation Paper*

*Attachment 2 – 11.1.7b Shire of Morawa Meeting Procedure Local law 2012*

#### 11.1.8 Proposed New Roof and Solar Panels for Morawa Post Office

*Attachment 1 – 11.1.8a Owners Letter*

*Attachment 2 – 11.1.8b Shire's Municipal Inventory Extract - Page 12*

*Attachment 3 – 11.1.8c Winfield Street Heritage Precinct*

*Attachment 4 – 11.1.8d Winfield Street Design Guidelines*

### 11.2 Executive Manager Corporate & Community Services

#### 11.2.1 Statement of Financial Activity – January 2024

*Attachment 1 – 11.2.1a Monthly Financial Report for the period ending 31 January 2024*

*Attachment 2 – 11.2.1b Bank Reconciliation for the period ending 31 January 2024*

*Attachment 3 – 11.2.1c List of Accounts Paid for the period ending 31 January 2024*

#### 11.2.2 Statement of Financial Activity – February 2024

*Attachment 1 – 11.2.2a Monthly Financial Report for the period ending 29 February 2024*

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*Attachment 2 – 11.2.2b Bank Reconciliation for the period ending 29 February 2024*  
*Attachment 3 – 11.2.2c List of Accounts Paid for the period ending 29 February 2024*

**11.2.3 Budget Review – 1 July to 31 January 2024**

*Attachment 1 – 11. 2.3a 2023-2024 Budget Review for the Period Ending 31 January 2024*

**12 Reports from Committees**

**12.1 2023 Compliance Audit Return**

*Attachment 1 - 12.1a Compliance Audit Return 2023*

**12.2 March 2024 Minutes of WALGA State Council Meeting**

*Attachment 1 - 12.2a Minutes of WALGA State Council Meeting, 6 March 2024*

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## Ordinary Council Meeting 21 March 2024

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| <b><i>Attachment 1-</i></b> | <b><i>11.1.2a Department of Environment and Conservation – Pest Notes (Corellas)</i></b>                  |
| <b><i>Attachment 2-</i></b> | <b><i>11.1.2b Managing Impacts of the Little Corella on the Fleurieu Peninsula – Ian Temby Report</i></b> |
| <b><i>Attachment 3-</i></b> | <b><i>11.1.2c PestSmart - Shooting of pest birds</i></b>  |
| <b><i>Item 11.1.2-</i></b>  | <b><i>Corella Control 2023-2024</i></b>   |
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Department of  
Environment and Conservation  
Our environment, our future



# Pest notes

Preventing and controlling damage by pest animals in Western Australia



## Corellas and other flocking cockatoos

Corellas, galahs and other cockatoos can be destructive because of their flocking nature and their habit of chewing for bill maintenance. The majority of corellas and galahs in the Perth area and regional towns of south-west Western Australia are introduced from the eastern states.

The key to minimising damage by corellas and other cockatoos is to understand their behaviour patterns. Damage can be minimised with good planning, monitoring and crop management in co-operation with neighbours. Effective damage control techniques include scaring, shooting, trapping, exclusion, minimising residual grain and possibly providing decoy foods.



Photo: © Tamra Chapman / DEC.

### Identification and distribution – species native to Western Australia

#### Galah

The galah (*Cacatua roseicapilla*) is 24-40cm in length and 227-380g in weight (Higgins 1999). It is a small pink and grey cockatoo (Figure 1) and the sexes look alike, but the eyes of the male are dark brown, while those of the female are pinkish red.

Birds originating from the western parts of Australia, *C. r. assimilis*, are slightly larger with a darker pink crest, paler underparts, and pale grey or white eye-ring (Morcombe 2000). Birds originating from north / east of Australia, *C. r. roseicapilla*, have a light crown and crest, and a red eye-ring (Morcombe 2000).

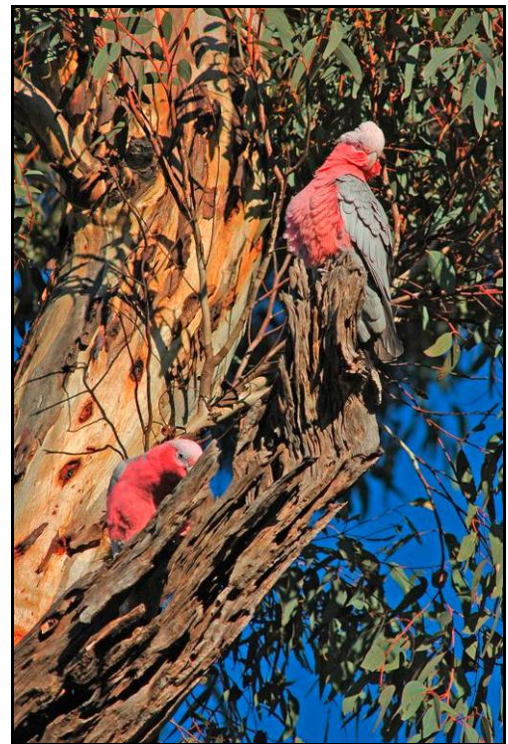


Figure 1 Comparison of galahs: Western *C. r. assimilis* (left) and North / East *C. r. roseicapilla* (right) subspecies (Photo Tony Kirkby WA Museum).

Immature birds are duller in colour, their breasts and crowns are a mixture of pink and grey feathers and their eyes are brown (Johnstone and Storr 1998). The juveniles beg for food from their parents using a continuous rasping cry (Morcombe 2000).

The clearing of the wheatbelt for pasture and cereal crops, and the establishment of permanent watering points, has allowed the western subspecies to expand its range throughout the south-west.

After the Second World War, intensive cropping resulted in the movement of the galah population into the south of the State. The Western Australian subspecies of Galah *C. r. assimilis* is now found as far south as Ongerup, Ravensthorpe and Albany (Figure 2). The eastern states subspecies also continues to spread south of Perth, where the keeping of horses and livestock (which are often fed grain), has provided the birds with a reliable source of food.

## Pest notes

## Corellas and other flocking cockatoos

Galahs are now common in many Perth suburbs, due in part to the escape and release of aviary birds. The birds in the metropolitan area appear to be almost exclusively from eastern Australian origin.

These birds, of various subspecies from around the country, could pose a threat to the western subspecies through interbreeding.

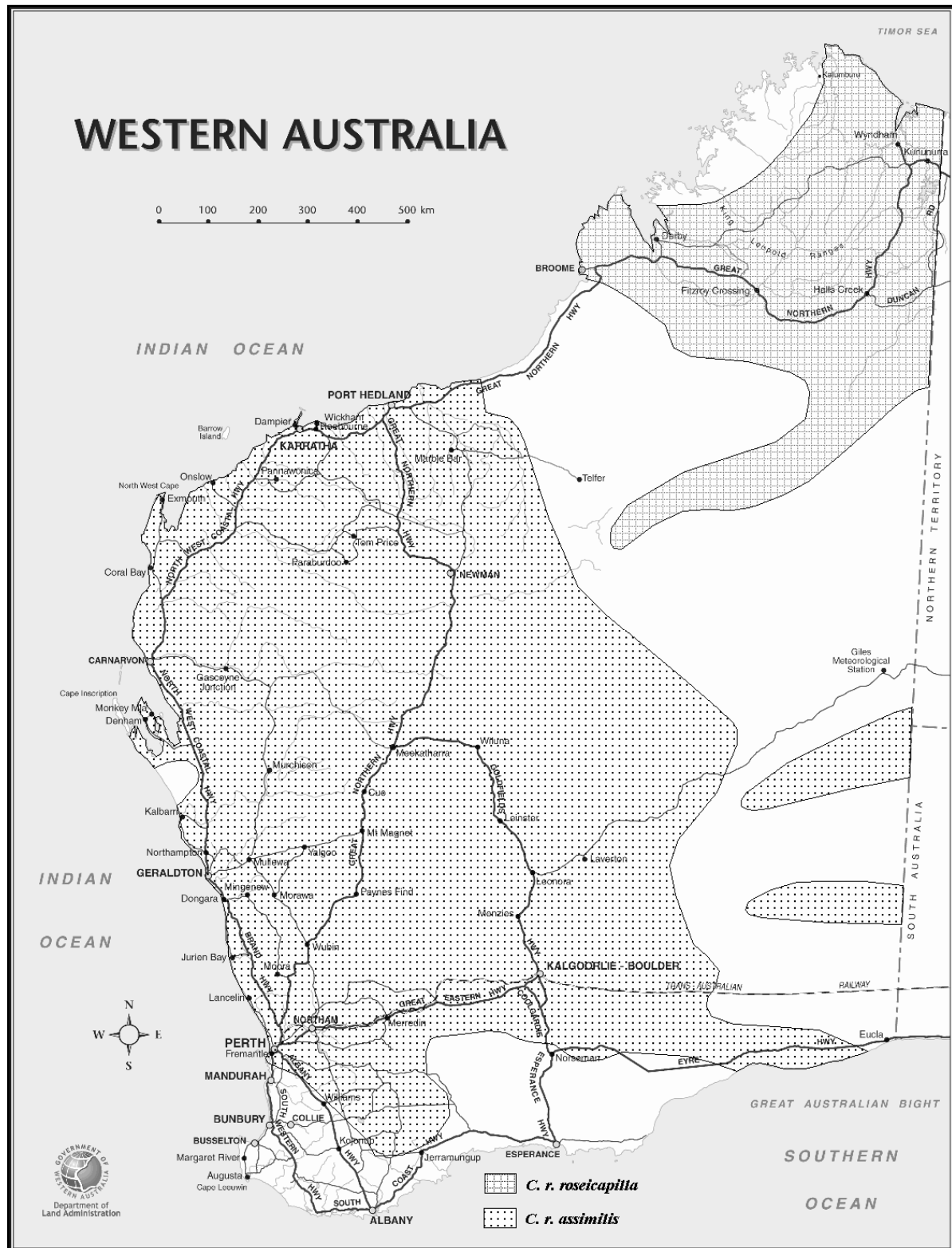


Figure 1 Distribution of the galah: northern subspecies *C. r. roseicapilla*; and southern subspecies *C. r. assimilis* in Western Australia (Adapted from Johnstone and Storr (1998)).



## Pest notes

## Corellas and other flocking cockatoos

### Western corellas

#### Muir's corella

Muir's corella (*Cacatua pastinator pastinator*) is 43-48 cm in length and 560-815 g in weight (Johnstone and Storr 1998). A medium sized, stocky cockatoo, Muir's corella has broad rounded wings, a short tail and a crest that is usually flattened (Higgins 1999). It has a dark brown iris and bluish-grey bare skin around the eye (Johnstone and Storr 1998). This eye skin is larger below, than above, the eye (Higgins 1999). The bill is a dull greyish white and the upper mandible has a long tip. The legs are dark grey and the underparts are often stained or dirty as a result of feeding on the ground and digging (Johnstone and Storr 1998; Higgins 1999).

Adults are white with an orange-yellow wash on the lores and over the bill (Higgins 1999). The underparts of the tail and wings are sulphur yellow and the feathers of the head, neck and breast are orange on the base, but this is only visible when preening or when the feathers are ruffled by the wind (Johnstone and Storr 1998; Higgins 1999). No seasonal variation occurs in adults and the sexes are alike (Johnstone and Storr 1998; Higgins 1999).

Juveniles are distinguished from adults by a smooth (not flaky) bill and a faint yellow wash over the ear-coverts, upperbody and underbody (Higgins 1999). Under close view, the upper mandible is shorter and the eye skin is paler blue and flatter under the eye in juveniles than in adults (Higgins 1999).

When the Swan Coastal Plain was first settled by Europeans in 1829, one native species occurred in the area. Muir's corella was found in small widely separated colonies along the flood plain of the Swan, Helena and Avon Rivers (Johnstone and Storr 1998).

Shortly after agricultural crops were established to support the newly established colony, Muir's corella began to become a pest of crops. The corellas were subsequently shot and poisoned and were eliminated from the river systems of the Swan Coastal Plain.



Figure 3 Muir's corella (*Cacatua pastinator pastinator*) (Photo Tony Kirkby / WA Museum).

Muir's corella is now confined to a small region from Boyup Brook, McAlinden and Qualeup, south to Lake Muir and the lower Perup River, and east to Frankland and Rocky Gully (Figure 4; Massam and Long 1992; Johnstone and Storr 1998).

#### Butler's corella

Butler's corella (*Cacatua pastinator butleri*) is much like Muir's corella in plumage (Figure 3 and Figure 5), but is significantly smaller, lighter and the bill is slightly shorter (Figure 8). At present, the distributions of these two species do not overlap (Figure 4), but they may overlap in the future, because the distribution of Butler's corella is spreading south and that of Muir's corella is spreading east.

Butler's corella occurs in the northern wheatbelt of Western Australia (Figure 4; Johnstone and Storr 1998; Bomford and Sinclair 2002). It was previously confined to the area south of Dongara east to Mingenew and Morawa, south to the lower Hill River, Badgingarra, upper Moore River, Victoria Plains, Wongan Hills and Koorda (Johnstone and Storr 1998).



Figure 5 Butler's corella (*Cacatua pastinator butleri*) (Photo Tony Kirkby / WA Museum).

Over the past 150 years of cropping activities in the Perth and wheatbelt areas, Butler's corella has expanded its range considerably. Since about 1995, reports have been increasing in the central wheatbelt south to Northam and Yotting and around the fringes of the metropolitan area (Johnstone and Storr 1998). This southward spread has the potential to affect the genetic integrity of Muir's corella (a threatened species) through inter-breeding (DEC 2007).

Pest notes

Corellas and other flocking cockatoos

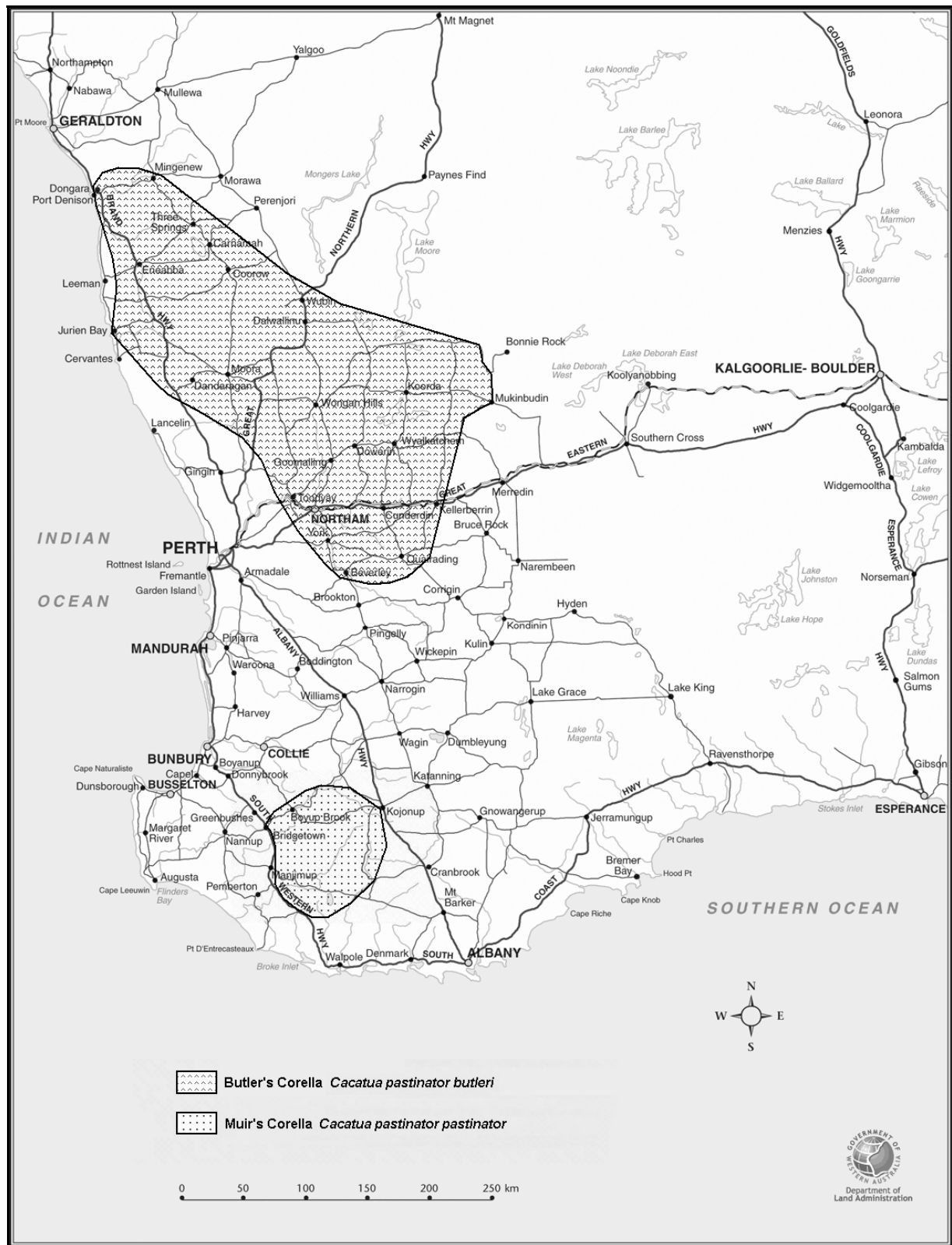


Figure 2 Distribution of Muir's corella (*Cacatua pastinator pastinator*) and Butler's corella (*Cacatua pastinator butleri*) based on information taken from Johnstone and Storr (1998).



## Pest notes

## Corellas and other flocking cockatoos

### Identification and distribution – species introduced into Western Australia

The following species, which are native to Australia, but not native to Western Australia, have become established and expanded their range through parts of the Perth metropolitan area and regional towns in the past 20 years:

- Long-billed corella (*Cacatua tenuirostris*)
- Little corella (*Cacatua sanguinea gymnopsi*)
- Galah (*Cacatua roseicapilla roseicapilla*)
- Sulphur-crested cockatoo (*Cacatua galerita galerita*)

The eastern long-billed corella (*Cacatua tenuirostris*) is characterised by a very long curved bill, short rounded crest and obvious crimson-pink feather bases that form a patchy throat bar (Figure 6, Figure 8). The Little Corella has a short bill, medium crest and no pink colouring on the throat (Figure 6 and Figure 8).

Muir's Corella may be confused with the little corella, but Muir's corella has a taller crest, its bill is longer and more curved and it has larger eye-skin (Figure 8). Muir's corella also has crimson-pink on the feather bases of the throat but these are semi-concealed, and thus not as obvious (Figure 8).

The Sulphur-crested cockatoo is very distinctive and is well known as a white cockatoo with a large forward curving deep yellow crest and black bill (Figure 7). The subspecies *cacatua galerita fitzroyi* is naturally occurring in the Kimberley, north of the Fitzroy River and on off-shore islands (Johnstone and Storr 1998).



Figure 6 Comparison of the little corella *Cacatua sanguinea gymnopsi* (above) and eastern long-billed corella *Cacatua tenuirostris* (below) (photo: ABC 720 Perth).

The southern subspecies of the Sulphur-crested cockatoo *Cacatua galerita galerita* originates from eastern Australia, including Tasmania. Feral populations occur in the eastern zone of the Swan Coastal Plain and in the northern Darling Range (Johnstone and Storr 1998). Populations of these species originated from aviary escapes or deliberate releases and have now established breeding populations.

Birds Australia WA, a community based conservation group, has conducted annual counts of corella populations in Perth since 1998 (Blyth 2004). A summary of the estimated number in the Perth area is shown in Table 1. In the six years between 1998 and 2004, the total population increased by 300 per cent from around 1,000 to around 3,000 (Table 1).



Figure 7 Sulphur-crested Cockatoo *Cacatua galerita galerita* (Photo: DA Trounson/Nature Focus © Australian Museum).

The little corella population in south-west Western Australia is beginning to increase exponentially (Table 1). The smaller populations of the eastern long-billed corella and sulphur-crested cockatoo do not appear to have expanded as rapidly. The numbers of eastern Australian galahs are also considerable and increasing, but of less immediate concern, as they do not have the same range of potential damage impacts as the corellas.

There are no population estimates for introduced galahs or ssulphur-crested cockatoos in south-west Western Australia at present. Anecdotal reports indicate that both the numbers and the range over which sightings occur are increasing.

Table 1 Summary of corella counts for Perth metropolitan area by Birds Australia WA.

Year	Little Corella	Long Billed Corella	Western Corella	Est. total
1998	~ 820	~ 140	-	960
1999	1,385-1,580	577-627	7	2,000
2000	939-1,451	250-374	-	1,400
2001	1,072-1,304	430-785	-	1,800
2002	1,740-2,395	781-902	5	2,700
2003	1,100-1,775	340-500	-	1,800
2004	2,270-2,445	530-800	~ 46	3,000

## Pest notes

## Corellas and other flocking cockatoos

### Biology and Habits

Corellas and other flocking cockatoos are opportunistic in terms of their use of food resources. For example, during spring they typically feed on grass seeds and bulbs in paddocks or other grassed areas (Johnstone and Storr 1998). During summer they congregate in large numbers to feed in paddocks where stubble remains following harvest. From late summer to autumn, they take grain from around stock feed troughs, animal dung and areas where stock is provided with hay.

All these cockatoo species nest in tree hollows lined with decayed woody fragments, although cavities in cliffs and termite mounds may also be used (Johnstone and Storr 1998). Two or three (occasionally four) eggs are laid from July to October and two clutches may be laid per year if conditions are favourable. The incubation period is 20 – 26 days, with the parents sharing the incubation duties and care of the young. Nestlings remain in the hollow for about 7 weeks. After fledging, the young birds and their parents join a large nomadic foraging flock (Johnstone and Storr 1998). Breeding birds are quiet in comparison to summer flocks and thus may go potentially undetected in the absence of intentional surveys.

### Damage

#### Nuisance

The Department of Environment and Conservation (DEC) receives numerous and ongoing complaints from people objecting to the noise that flocks of introduced Corellas make when attracted to feeding sites. Similarly, large number of birds that congregate at day and night roost sites can cause a nuisance in the form of noise. These nuisance and inconvenience problems have accelerated in suburban and semi-rural areas in the past ten years, as introduced corella populations have grown.

Some of the nuisance problems caused by these cockatoos originate from people deliberately feeding the birds. DEC takes steps to discourage people from feeding the introduced birds, particularly in residential areas, but often there is no clear legal mechanism to prevent such an activity, unless local governments have specific by-laws in place.

While the nuisance complaints are often thought of as trivial in the broader community, people can suffer real and significant loss of the amenity of their homes and recreation areas as a result of the presence of introduced corellas and other cockatoos.

#### Fouling

Large flocks of corellas and other flocking cockatoos can foul trees, washing on the clothes line, business stock, recreational areas and vehicles with droppings (DEH 2007).

#### Health and public amenity

Flocking cockatoos habitually dig for corms, bulbs and roots resulting in damage grassed public playing surfaces. This may leave sizable holes in the surface, which may be hazardous to users of the sports fields, thereby posing a public liability insurance risk to the managers of the playing fields (in most cases Local Government Authorities). Similarly, damage to putting greens on golf courses can render them unplayable.

In rural Western Australia, the native species of Western corella have also been reported to damage artificial playing surfaces (bitumen and synthetic rubber) resulting in expensive repair costs. At present, damage to surfaces in public spaces has not been reported widely from the Perth metropolitan area, but this may be due to the relatively large area of grass playing surfaces available to the birds.

When roosting during the hotter parts of the day and at night, corellas and other flocking cockatoos trim small branchlets and leaves from their roost trees (Figure 9).



Figure 9 The first signs of peripheral damage to the centre branches of a tree by corellas on the Rockingham foreshaw (Photo Tamra Chapman/DEC).

This kind of damage has been recorded in heritage listed street trees and in recreation parks. If this trimming behaviour is repeated in the same trees over time, it can affect the health of the trees, leaving them vulnerable to attack by fungal pathogens and invertebrates. Continuous damage to trees can lead to the death of major limbs and even the entire tree. This results in maintenance cost such as park maintenance, street sweeping and tree removal.

If roost trees are situated in public open space, the managing authority must evaluate and manage the risk of falling limbs or trees by trimming. This can be costly because professional tree loppers or surgeons may have to be engaged to undertake the work.

Reports of damage to trees in south-west Western Australia have been increasing in recent years and Local Governments have raised concern about both with the damage to trees and the associated impacts of the birds on the amenity values of public places.



## Pest notes

## Corellas and other flocking cockatoos

Figure 8 Distinguishing features of corellas (From Morcombe 2000).

### GANG-GANG, CORELLAS, COCKATIEL

#### Gang-gang Cockatoo *Callocephalon fimbriatum* 33–36 cm

Distinctive dark grey cockatoo with wispy, fine-plumed crest. Bulky head and shoulders taper to short tail. Once settled in a tree and feeding on seeds, nuts and berries, Gang-gangs can be hard to see: when feeding or resting in dense foliage, they remain silent except for soft growling sounds. Sometimes reveal their presence by dropping debris as they rip seed capsules apart, but remarkably placid and tolerant of close approach. Its long wings and deep powerful wingbeats make the Gang-gang a strong flier; often travels tree to tree by swooping low then rising steeply to land. **Voice:** as contact call an incredibly drawn out, creaky rasp, 'gr-er-riek!', beginning as a rough croak, ending with a squeak like a rusty hinge. Makes soft growling sound while feeding. **Hab.:** dense, tall, wet forests of mountains and gullies, alpine woodlands. **Status:** common in prime habitat of S NSW and NE Vic., but becoming rare where habitat is degraded. **Br.:** 374



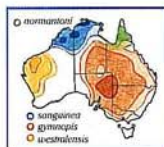
#### Long-billed Corella *Cacatua tenuirostris* 38–41 cm

A white cockatoo with crimson or salmon-pink splashed about the face and neck; crest often folded and not noticeable. Usually in pairs or alone in the spring breeding season; at other times in small to large flocks. **Voice:** the usual contact call in flight is a wavering, nasal, falsetto, triple-noted 'a-ra-ek, a-ra-er-ek', which, from a flock, becomes a raucous din. When disturbed makes very loud, harsh screeches. The long bill is used to dig up roots, bulbs and corns, the plumage becoming stained with red dust. **Hab.:** savannah woodland, open forest, grassland with scattered or watercourse trees, roadside and paddock trees; close to water. **Status:** now generally uncommon; aviary escapee colonies near Sydney, Brisbane, Adelaide, Perth, Hobart. **Br.:** 375



#### Little Corella *Cacatua sanguinea* 36–39 cm

White with pink patch at lores small or absent; feeds in flocks on ground; congregates on trees to strip the leaves. Flight swift with glides. **Variation:** *sanguinea*, Kimberley and Top End NT; race *gymnopsis*, E interior; race *westralensis*, NW of WA; *normantoni*, NE Qld. **Voice:** very noisy in flight and perched. Call varies in length—a harsh, resonant, nasal, brassy 'air-er-ek' that also varies from sharp to guttural—'ai-er-ek, ai-er-r-ek, aer-rk, erk, urrk, ai-rk'; also loud screeches. Flocks of thousands create a crescendo of screeches and hollow croaks. In breeding season flocks are smaller, pairs keep closer to their nest sites. **Hab.:** tree-lined watercourses and adjacent plains; savannah woodland, mulga, mallee. **Status:** generally abundant. **Br.:** 375



#### Western Corella *Cacatua pastinator* 36–39 cm

Similar to Long-billed Corella, with red or deep pink to lores and throat; differs in having an often erect crest, long rounded wings, longer tail. The Western Corella uses its long bill to dig for roots and corns. The plumage often becomes reddish, stained by soil. **Variation:** two subspecies. Opinions differ on naming of N population, whether *butleri* or *derbyi*. Prior to settlement there was a wide gap between this N race and the S race *pastinator*. With clearing of wheatbelt woodlands and forests, the N race has extended further S while the S race has contracted southwards to the more heavily forested SW corner. **Voice:** like that of Little Corella. **Similar:** Little Corella, but lacks pink on throat, weaker pink at lores; Long-billed Corella, but separated by Nullarbor. **Hab.:** open forest, woodlands, farmlands with abundant trees in shelter belts, road reserves, paddocks; SW of WA. **Status:** S race constricted, locally quite common, vulnerable; N race common. **Br.:** 375



#### Cockatiel *Nymphicus hollandicus* 31–33 cm

A graceful small cockatoo with slender silhouette. Flight swift on slender, flickering, backswep wings, long tail trailing; travels direct and without the undulations typical of parrots; small flocks keep together with precision formation flying. The Cockatiel's classification is still uncertain, it being the sole member of its genus. Until quite recently it was placed in the parrot family. Evidence now suggests it is a cockatoo, and it is placed in that family to which it has anatomical similarities and behavioural links in breeding rituals and the begging calls of the young. Biochemical comparisons support this classification. **Voice:** a distinctive, loud, clear, flight call, a slightly husky, mellow, rolling yet sharply penetrating 'whee-it, whee-it' or 'querr-eel', which gives the name 'Quarrier'. **Hab.:** most open country, woodlands, scrub or grasslands with scattered trees that is near water. **Status:** common, abundant in some northern inland regions; highly nomadic—follows rain into drier regions or moves towards coast during inland droughts. **Br.:** 375



## Pest notes

## Corellas and other flocking cockatoos

Corellas and other cockatoos also use artificial structures, such as telecommunication towers, as temporary roost sites. This can result in damage to the cabling that links the structures to the peripheral communication equipment. Damaged cabling must be repaired by trained technicians and riggers, imposing additional costs on communications operators and ultimately the customers using those services.

### Biodiversity

The environmental impact of corellas and other flocking cockatoos in south-west Western Australia is difficult to quantify. The damage they cause to potential nest trees via their habit of damaging trees poses a long-term risk. This risk will increase as the number of mature trees remaining declines due to clearing for agriculture, housing and industrial development.

Little recruitment of replacement trees occurs and older trees are being lost to old age and disease. Even if steps were taken to provide replacement trees, they would not be likely to reach a size and condition suitable for nesting for 70-120 years.

Regardless of the impact that corellas might have on nest tree health, they represent immediate and significant competitors for native obligate hollow nesters (parrots, cockatoos, owls, raptors and some duck species). If the introduced populations of corellas are allowed to increase and expand their range, they will compete with native populations of western corella, including the Endangered Muir's corella.

The three species of black cockatoo that occur in south-west Western Australia are under threat from possible nesting competition with introduced Corellas and other cockatoos. These are Carnaby's cockatoo *Calyptorhynchus latirostris*, Baudin's cockatoo *Calyptorhynchus baudinii* and the forest red-tailed black cockatoo *Calyptorhynchus banksii naso*. These are all threatened species and nest competition a key threatening process in the draft recovery plans for these species.

Corella species have been recorded hybridising in the wild (little corella x eastern long-billed corella, eastern long-billed corella x galah and little corella x sulphur-crested cockatoo). The loss of genetic purity in threatened species is also considered to be a threatening process to native corellas. A similar risk occurs with genetic impurities into the Western Australian forms of galahs from ongoing survival of aviary escapes of eastern Australian subspecies.

### Primary production

Corellas and other flocking cockatoos mainly feed on the ground, on seeds, roots, corms and bulbs. They dig up newly planted seeds of wheat and oats and also feed on grain supplied for stock during summer and autumn periods. They have been recorded pulling up or cutting down the seedlings of blue gums, lettuce, cabbage and other root vegetables. They can damage reticulation systems established to support intensive horticulture by either cutting through piping or removing fittings, causing leaks in the system.

At present, none of the introduced corella populations are reported to be causing significant economic damage to agricultural enterprises in south-west Western Australia. This is probably due to distribution of the birds relative to the location of market gardens and other primary producing enterprises.

However, if the populations continue to grow and expand in range, it seems likely that they could move into the upper Swan valley and the Shires of Swan, Chittering and Gingin, where they could cause significant economic damage to viticulture and intensive horticulture enterprises.

### Environmental law

#### Commonwealth

Muir's corella is a threatened species, listed as Vulnerable, under the *Environment Protection and Biodiversity Act 1999*.

#### State

The species native to Western Australia, Muir's Corella, Butler's Corella, Little Corella and Galahs are listed as a Declared Pest of Agriculture (Category A7 of the *Agriculture and Related Resources Protection Act 1976*, administered by the Western Australian Department of Agriculture and Food). In selected Shires they may be shot when causing damage to agriculture in accordance with an open season notice without the need to obtain a damage licence. For relevant Shires, refer to the Fauna Notes on DEC's website.

Outside the open season areas, a damage licence must be obtained from the Department of Environment and Conservation prior to shooting.

Destruction should be viewed as a last resort after all other control options have been attempted. For other management options see below. A strategy comprising a number of techniques will probably be needed to reduce damage caused by corellas and other cockatoos.

### Damage prevention and control

The key to minimising damage by corellas and cockatoos is to understand their behaviour patterns. These birds flock, fly and roost together. When they see other birds feeding below, the flock will join those birds until a large flock congregates (Temby and Marshall 2003). Wherever cockatoos land, they chew while feeding or maintaining their bills and damage results.

Flocks use regular flight paths and repeatedly return to favourable feeding sites. Day roosts are used between feeding bouts and may be used repeatedly for casual or short-term resting places (Temby 2003a).

During hot, dry weather the cockatoos feed early in the morning and late in the afternoon, but in winter they may feed throughout the day (Temby and Marshall 2003).

Corellas and cockatoos favour specific foods. They are attracted to germinating cereal crops and ripening sunflower and safflower. Their preferred food is a weed species; onion grass. Damage to crops is seasonal and has most impact when cereal crops germinate in autumn. In summer, food shortages threaten the survival of young birds (Temby and Marshall 2003).

Effective damage control programs are: well planned; based on an understanding the behaviour of the birds; varied frequently; integrated with a number of different methods; and persistent (Temby 2003a).



## Pest notes

## Corellas and other flocking cockatoos

The most effective damage control methods involve limiting access to food, scaring and population control by shooting and trapping. Ideally, one or more control measures should be undertaken before a flock becomes established in an area. This should reduce the overall cost of control and, if other control methods are required, may result in fewer birds having to be deterred, trapped and/or destroyed (DEH 2007).

Methods of damage control that are considered ineffective, impractical or inhumane for these birds include fertility control, alpha-chloralose, lethal poisons and carbon monoxide necrosis.

The use of poisons or anaesthetics is not suitable for use to control corellas and other flocking cockatoos. Its effectiveness is limited and these agents are not target specific and thus, can present a significant risk to non-target animals. In addition, they are usually expensive and there is no chemical approved for use in the control of Corellas in Western Australia at present.

Field trials conducted by DEH (South Australia) in 1990 demonstrated that experimental culls using alpha-chloralose was successful in reducing roost size in the short-term. However, the reduction in bird numbers was more likely to be attributable to a disruption in flocking behaviour and the subsequent movement of flocks to new roosting sites. Therefore, alpha-chloralose had limited application in the broad-scale reduction of little corella numbers in situations where large flocks were causing problems (DEH 2007).

Poisons such as strychnine are not acceptable, as the effective dose for a bird is about thirteen times that of a carnivorous mammal, so the potential for non-target killing (either due to primary or secondary poisoning) is high. There is also a significant lag time between consumption of the poison and unconsciousness, increasing the probability of consuming a large quantity and then being eaten by a predator, which could subsequently be poisoned. Most organophosphates are unsuitable to kill birds, due to highly variable individual susceptibility and high resistance (DEH 2007).

### Trees and seedlings

It should be kept in mind that damage to trees can be caused by a range of factors, including invertebrates, soil nutrient imbalance, altered hydrology, soil compaction, fungi, possums, stock and machinery (Temby 2003a). Tree pruning by cockatoos may not always result in long-term damage or death (Temby 2003a).

Roost tree damage is more common at day, than night roosting sites and is best reduced by limiting the amount of time the cockatoos spend in them (Temby 2003a). It is easier to deter birds from a new roost site than a well established site.

The most effective methods for deterring birds from roosts is a combination of Bird Frite cartridges and taped alarm calls. This should be re-enforced by shooting as the birds return to the roost. It may take a week or more for this control program to move the flock to another roost (Temby 2003a). If the birds must be repelled from a night roost, Bird Frite, combined with spotlights may be effective (Temby 2003a), but this would require public notification and careful management in rural towns and urban areas.

Newly planted seedlings can be protected via visual screens, including rows of native vegetation and tall grass. Screens should be 0.6 – 1m high and fences lined with hessian or shade cloth may be effective for small areas (Temby 2003a). The effectiveness of these screens can be enhanced by scaring and shooting patrols (Temby

2003a). Direct seeding and natural revegetation may reduce the risk of the plants being uprooted by the birds.

### Buildings and fixtures

Damage to buildings and fixtures most often occurs in areas where residents are providing food for the birds, thereby attracting them to the area. It is important that all feeding be stopped as this may be all that is needed to move the birds on.

A scaring strategy using alarm calls and loud noises may be useful, but these may be difficult to deploy in populated areas where the noises may disturb residents (Temby 2003a). A licenced trapper may be employed to trap and remove the birds, but this is likely to be time consuming and expensive.

Timber can be protected by covering with metal or hanging shade cloth. If the timber requires replacing, hardwood or metal fixings should be used. Running powerlines underground can prevent damage to insulation and loose roofing nails should be replaced by roofing screws (Temby 2003a).

Light fittings, aerals and rooves can be protected with the use of wires and rotating perches. Commercial wires and spikes are difficult for birds to perch on and can be installed on buildings to prevent perching. Encasing light fixings and aerals with 50mm poly pipe will prevent perching because it rotates as the birds attempt to land.

In areas prone to damage by cockatoos prudent design, material selection and placing of fixings can prevent damage.

### Playing fields

By careful observation, it is possible to determine what is attracting Corellas to a playing field and reduce the damage. For example, it may be that a nearby roost site is attractive and this where the birds can be targeted via scaring (Temby 2003a). Moving the birds away from a nearby roost can prevent damage to playing fields. Cockatoos are commonly attracted to onion grass and if so, the onion grass should be removed from the site if at all possible.

For small sites, such as bowling greens, a removable screen lined with shade cloth or hessian 2-2.5m high may be effective in preventing the birds from landing (Temby 2003a). For larger areas such as golf courses, bird hides can be used to scare and shoot the birds. The hides must be moved frequently and can be used to fire Bird Frite and live ammunition, combined with playing of taped alarm calls (Temby 2003a).

### Fodder, silage and feedlots

Corellas and other cockatoos are attracted to feed trails and stubble after the harvest. They consume grain intended for livestock, and their presence may inhibit feeding by young lambs (Temby 2003b). It is important to limit access to grain as fewer young birds will survive, leading to a decrease in the overall population (Temby 2003b).

Setting harvesters to minimise the amount of grain left in stubble after harvest and collecting chaff and grain for stock feed can reduce the availability of grain (Temby 2003b). Locating crops away from watering points and roosting trees may also reduce the impacts of the birds.

Feed trails for stock should be placed out late in the day when cockatoos are going to their roosts, allowing stock to feed through

## Pest notes

## Corellas and other flocking cockatoos

the night undisturbed. The aim should be to release just enough grain so that little residue remains in the morning (Temby 2003b).

Feeding small amounts more frequently, or keeping birds away until the stock have finished feeding, not only saves grain but limits access to grain by the cockatoos (Temby 2003b).

In feedlots, cockatoos may be attracted to the undigested grain in cattle droppings. Young cockatoos that have just left the nest use this grain as a food source at a time when little else is available and thus, it helps enhance the survival rates of cockatoos and assists in increasing their numbers (Temby 2003b). Regularly clearing up droppings may limit the survival of young and subsequent population growth.

Covering feed troughs with hoods or screening with shade cloth may reduce cockatoo feeding because the birds like to have a clear view around them when feeding (Temby 2003b). Fitting modifications to stock water troughs to exclude corellas can limit roost size and location, particularly if the modifications are installed before the birds establish roosts (DEH 2007).

Placing shade cloth or hessian on three sides of haystacks will reduce the area of damage to the bales by the cockatoos when they feed on seed heads (Temby 2003b). Removable panels can be used, so that access to other sides of the stack is still possible, but all four sides may have to be covered if damage is severe (Temby 2003b). Damage to round bales in paddocks can be reduced by the erection of temporary walls or by covering the bales.

These cockatoos have powerful bills which can perforate the covers on silage pits, letting in air and reducing the quality of the silage (Temby 2003b). Silage covers can be protected by erecting shade cloth or hessian walls around them and these should be 2-2.5m high (Temby 2003b).

Damage to grain covers generally occurs when birds are attracted to spilt grain on, or around, the covers (Temby 2003b). Any spillage should be removed immediately. If damage continues, a combination of screens of shade cloth, Bird Frite® cartridges, taped alarm calls and gas guns, may be effective, and may enhance the effect of the visual barriers (Temby 2003b).

### Grain crops

Corellas and cockatoos can severely damage crops, but it should not be assumed that crops have been damaged just because the birds are present. Crops should be checked for visible signs of damage. Crops in the entire region should be monitored closely and growers should be prepared for peak periods of activity. Damage can be minimised with good planning, monitoring, crop management and use of damage control techniques (Temby and Marshall 2003).

Shooting and scaring are the most commonly advocated techniques for dealing with large flocks of damaging birds. The crop protection program should start with shooting to establish a link between the danger of shooting and other scaring devices (Temby 2003b). Shooting is generally neither suitable nor legal in residential areas, and requires police approval and skilled shooters to carry out.

Detering birds from a feeding area (e.g. paddock ploughed to plant a crop or grain bunker) should be undertaken when the "scout" birds arrive at the site and before flocks of birds arrive and establish a pattern of feeding (DEH 2007).

Shoot from hides or near vehicles adjacent to the main approach route and switch to other sites regularly. Once the birds associate the hides with danger, try to get as close as possible before shooting. At this time, bright clothing should be worn so the birds associate the colour with danger. The same colour should be worn when shooting and applied to scarecrows that are moved regularly (Temby 2003b).

At this point in time, scaring devices should be introduced. There are numerous, commercially available bird scaring devices which can include a visual stimulus, aversive sounds or a combination of these. A commonly used device is the gas gun. The gas guns should be set to operate at long intervals, only when the birds are feeding on the crop early and late in the day. They are most effective if hidden by hides and should be moved every two or three days. They should also be put out of sight when not in use.

Shooting alone rarely achieves the goal of reducing bird impacts and must be integrated into a scaring program to achieve an improvement in effectiveness of scaring (DEH 2007). Corellas and cockatoos are scared by birds of prey, so kites that simulate birds of prey may be effective for small paddocks. However, the birds may also become used to them, so they should be shifted often and combined with other methods, to be effective (Temby and Marshall 2003).

Some potential exists to lure abundant birds away from high value crops by supplying abundant food in an alternative location (DEH 2007). Oats and rice hulls for example, should be placed at least 500m away from the crop so that scaring does not disturb the birds at the decoy site (Temby 2003b). Some farmers plough an area to expose onion grass corns to lure the birds to an alternative site while sowing (Temby and Marshall 2003).

Effective decoy sites are those in flight paths and near trees that can be used for perching or roosting (Temby 2003b). No shooting or scaring should be carried out at the decoy site, but continue to shoot and scare at the crop.

Manual scaring techniques (e.g. Bird Frite®) are often expensive and time consuming, requiring two to three hours in the early morning and late afternoon if the birds have become established in a location. Farmers growing a rotation of summer and winter crops may have to devote 4-6 hours a day for 6-8 weeks to protect crops in some locations (DEH 2007).

Effective scaring and decoy campaigns often move the problem onto a neighbour who has not been as diligent in addressing the impact of the birds. In such cases, broad community-wide control programs within the region are the only realistic option for addressing the problem and preventing an escalation of the problem over time.

It is important for all farmers in the area to sow at the recommended rate, cover all grain and clean up spills, minimise residual grain in stubble, direct drill and sow at the same time as neighbours (Temby and Marshall 2003).

### Horticultural crops

Corellas and other cockatoos can cause damage to commercial fruit and nut trees, grape vines and commercial flower crops (Temby 2003c). Most of the damage control methods for these crops are similar to those employed to protect grain crops. This involves preventing the birds from developing a habitat of feeding at the crop and scaring and shooting persistently until the birds leave the site. Additional techniques include visual screening for high value crops

## Pest notes

## Corellas and other flocking cockatoos

and decoy crops to lure the birds away from the produce (Temby 2003c).

### Population control

#### Shooting

Shooting the birds at their night roosts, and possibly also at their midday roosts during hot weather, is an accepted humane and efficient option for control. However, it may also draw criticism from people opposed to the killing of birds. Thus, sites and times of operation must be carefully selected and operations conducted outside of normal public use patterns of those areas.

DEC has consulted senior staff in the Police Firearms Branch on the use of firearms to control introduced Corellas in the Perth metropolitan area. The Police had no objections to the method as it is regularly used by licensed pest control operators to control pigeons and other problem birds.

Local Police in the relevant suburbs should be informed in advance and the most suitable and lowest powered licensed firearms must be used. High performance air rifles (.177 calibre) have proven to be successful.

#### Trapping

A successful trapping program relies on understanding the daily and seasonal movements of the flocks. This includes knowledge of feeding habits, flock structure (including the presence of non-target species), number of flocks, roosting locations and flight paths. Such information must be gained prior to undertaking a trapping program.

Trapping can be an effective means of removing over-abundant birds and breaking up large flocks habitually feeding in an area (DEH 2007). Feeding prior to netting is needed to entice the birds to feed confidently in an area before releasing the net. Once the birds have been netted at a site, the others in the flock are likely to leave the area and not return.

Most of the introduced Corella species in Perth feed in the open, and for the most part public places. Thus, trapping using walk-in cage traps will have limited potential for use. In addition, interference from vandals and others might also be difficult to manage in such areas. For these reasons, trapping would best be applied in a controlled site that does not have public access.

Substantial numbers of birds can be trapped using a single pull net (Figure 10) or single or double clap net (Figure 11). Cannon netting

could have some application, but it would most probably also be restricted to specific sites and times when public exposure was minimal. Cannon netting must only be carried out by experienced personnel who hold a Shot-Firer's Licence.

Trapping must be conducted under the conditions of a Licence obtained from the Nature Protection Branch of the Department of Environment and Conservation, Western Australia. The trapping procedure should also follow the national guidelines for Trapping of Pest Birds (Sharp and Saunders 2004). Once in the net any non-target birds trapped must be released unharmed as soon as possible.

Birds must not be excessively distressed or injured in the process of trapping. Any suffering must be alleviated as quickly as possible. Frightened cockatoos will injure themselves and other birds and thus, must be killed as quickly and humanely as possible.

The targeted birds should be euthanized as soon as possible using carbon dioxide administered from a pressurised cylinder. The gas is administered via a close fitting plastic mask placed over the head of the bird. If this technique is correctly employed, the birds take an average of 20 seconds to expire. After it has been euthanized, the bird may then be removed from the net.

It may be difficult to manage the efficient, humane and safe disposal of the birds captured under the net, so this must be controlled through specific and clear operating protocols and management. In addition, the procedure is not aesthetic, and could easily upset some members of the public, so should only be considered for use at a controlled site.

Health risks may be associated with the handling of birds during trapping. Psittacosis (DEH 2005) and Chlamydia diseases are common in parrots and can be passed on to handlers through bites, scratches, contact with faeces and by inhalation of feather dust. Suitable personal protective equipment must be used by staff at all times.

#### Import restrictions

Sulphur-crested Cockatoos may only be imported into Western Australia under permit and strict conditions. Importation is prohibited except where the bird is a family pet that has been owned for two years and the owner is permanently moving to the State. The owner must demonstrate that these criteria have been met via a statutory declaration. The bird may not be sold or given away and strict keeping conditions apply under a permit.





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## Further Information

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## **Managing Impacts of the Little Corella on the Fleurieu Peninsula**



**Ian Temby, M App Sc, Churchill Fellow 1999.**

## Little Corella Management – Fleurieu Peninsula Autumn 2010

Contents	Page
1. Summary	3
2. Background	3
2.1 Legal status of the Little Corella	5
3. Little Corella ecology and behaviour	5
3.1 Description	5
3.2 Range and habitats of sub-species <i>gymnopsis</i>	5
3.3 Diet of the Little Corella	6
3.4 Breeding	7
3.5 Activity patterns	8
4. Aspects of Little Corella behaviour that contribute to nuisance problems in Old Noarlunga and Strathalbyn	9
5. Options for managing Little Corellas and their applicability on the Fleurieu Peninsula	12
5.1 Bird damage control principles	12
5.2 A strategic approach	13
5.3 Environmental management	14
5.4 Scaring methods	14
5.4.1 Noise makers and scaring sounds	15
5.4.1.1 Bioacoustic sounds	16
5.4.1.2 Gas guns	17
5.4.1.3 Bird Frite® cartridges	17
5.4.2 Visual deterrents	18
5.4.2.1 Objects	18
5.4.2.2 Movement	19
5.4.2.3 Birds of Prey	19
5.5 Chemical controls	20
5.5.1 Bird deterrent chemicals	20
5.5.2 Ingested poisons	21
5.5.3 Toxic perches	22
5.5.4 Surfactants	22
5.5.5 Alpha chloralose	22
5.6 Tactile deterrents	23
5.7 Decoy models	23
5.8 Lethal control to reduce populations	24
5.8.1 Shooting	24
5.8.2 Trapping and gassing	25
5.8.2.1 Trapping and human health	25
5.9 Fertility control	26
5.10 Destruction of eggs	26
5.11 Decoy food sources	26
5.12 Visual screens	26
5.13 Exclusion	27
6. Best practice management of Little Corellas on the Fleurieu Peninsula	27
7. References	34
Appendix 1. Feasibility/acceptability criteria	37
Figures	
Figure 1. Norfolk Pines in Soldiers Memorial Park, Strathalbyn, damaged by Little Corellas, February 2010.	10
Figure 2. Glass dome on shopping centre at Seaford, with Little Corellas picking at rubber seals between the glass panels, February 2010	11
Figure 3. Not all residents of Strathalbyn are opposed to the presence of corellas, February 2010	12
Figure 4. In Old Noarlunga, corellas have been seen as a marketing opportunity	13

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## 1. Summary

The biology and behaviour of the Little Corella *Cacatua sanguinea* are described in the context of problems being experienced in certain towns on the Fleurieu Peninsula, South Australia. Possible options for managing bird problems are described and their applicability on the Fleurieu Peninsula is discussed. Recommendations are made for a possible management approach to reduce problems caused by Little Corellas in Strathalbyn and Old Noarlunga.

## 2. Background

The range of the Little Corella in South Australia has expanded substantially southwards since the 1920s (DEH 2007). According to Tony from ONCARA, the first flock of 20-30 birds was seen around 1990 in Old Noarlunga. Since that time the numbers have steadily increased until now there are many thousands that roost in the Onkaparinga Gorge at night, and loaf in trees in town during the day. I observed large flocks roosting and loafing at Old Noarlunga and Strathalbyn. Smaller numbers were noted at Mt Barker (with Sulphur-crested Cockatoos), Victor Harbour, Aldinga, Yankalilla and Goolwa. Their presence in these towns (but principally Strathalbyn and Old Noarlunga) leads to a number of problems related to their numbers. These problems vary in their significance depending on the attitudes of the observers. Chief among these problems is that of noise. While the corellas can be quiet at times while roosting at night, and while loafing during the day, they will periodically start calling en masse and may fly about, calling. Noise levels can be very high (see below). As the birds leave their roosts at first light, calling reaches a crescendo and wakens many residents not already awake.

It is relevant here to discuss the concept of Wildlife Acceptance Capacity (WAC). WAC is a measure of the tolerance of a person to a particular species of wildlife or situation where wildlife is present. A person's WAC is based on their personal values, attitudes, background and understanding of the nature of a given situation (Decker and Purdy 1988). For this reason, some people will regard Little Corellas as a pest, while others may have an entirely different view. All these views are equally valid, but they highlight the difficulty of reaching consensus on whether, and what, actions should be taken to manage what some perceive to be a problem.

The Department for Environment and Heritage (DEH), City of Onkaparinga and Alexandrina Council have searched for practical, cost-effective and responsible solutions to the problems for over 10 years. In 2002/3 QED Pty Ltd undertook a Corella Research Project on the Fleurieu Peninsula investigating the problems being caused by Little Corellas on the Fleurieu Peninsula, community attitudes, methods used to reduce problems and made



a number of recommendations for management and further study (QED 2003). Since that time, many sources suggest that corella numbers have increased and the problems have escalated. There have been many attempts to manage problems at a local level, but these have been piecemeal and of limited, or short-term, effect.

Little Corellas are highly intelligent birds and it is likely that one of their motivations for roosting in towns is that they feel safer there than in rural areas, where many landowners will shoot them. Indeed it was suggested to me that the Old Noarlunga corellas could not be pushed too far up the Onkaparinga Gorge because once they came within sight of the farmer up the gorge, he would shoot them. Old Noarlunga then, becomes their refuge from shooting. It is highly likely that a similar situation applies at Strathalbyn.

A number of residents in Old Noarlunga expressed the view to me that the corellas displace other native species from the town, and that they occupy nest hollows to the exclusion of other species, which are threatened by this competition. I was told that ravens and honeyeaters were no longer in town and that they had been driven out (or excluded somehow) by the corellas. In fact, both White-plumed Honeyeaters and ravens were present in Old Noarlunga, as were Nankeen Night Herons, in spite of the large numbers of corellas. I think one of the reasons for the above belief is that the noise and visible presence of the corellas draws attention away from the other species.

Little Corellas nest principally in hollows in living or dead eucalypts, as do many other native bird species, particularly members of the parrot family. Large parrots, such as the Yellow-tailed Black-Cockatoo, Long-billed Corella, Sulphur-crested Cockatoo and Galah on the Fleurieu Peninsula, and the Glossy Black Cockatoo on Kangaroo Island, use similar large hollows as the Little Corella. With the exception of the Glossy Black Cockatoo, all of these species are common and widespread and possible competition for hollows by the Little Corella is unlikely to be a problem. Most other parrots use hollows with smaller entrances than are used by corellas and it is not uncommon to see several different species of birds using hollows in the same tree that corellas are nesting in (pers. obs.). It is most unlikely that the expansion of the range of the Little Corella into the Fleurieu Peninsula and its possible extensive breeding there will affect hollow use by other native species.

It is important to keep in mind that while the discussion below focuses on Little Corellas, Long-billed Corellas are also present in small numbers in Old Noarlunga and Strathalbyn and contribute to the problems being experienced. Their behaviour, breeding and diet are very similar to those of the Little Corella. It is also possible that Long-billed Corella numbers are increasing on the Fleurieu Peninsula but more data are required before this can be confirmed.

## 2.1 Legal status of the Little Corella

In South Australia, by default native bird species are protected under the **National Parks and Wildlife Act 1972** and may be destroyed under the conditions of a destruction permit issued where birds are causing economic and/or environmental damage. A destruction permit is not required for species declared unprotected under Schedule 10 of the Act. This includes the Little Corella and permits landowners and shooters acting on their behalf to shoot Little Corellas on that land. In addition, shooters authorised by and acting on behalf of a Corporation or local Council may shoot Little Corellas on land managed by the Corporation or Council (DEH 2007). A destruction permit is required for any lethal control of Long-billed Corellas and, for Little Corellas, where trapping and gassing is the control method.

## 3. Little Corella Ecology and Behaviour

### 3.1 Description

The Little Corella is one of 14 species of cockatoos in the subfamily Cacatuidae in Australia, which includes the cockatoos and Cockatiel *Nymphicus hollandicus*. The Little Corella is 350-400 mm in total length, weighs 430-580 gm, is white above and below, with an upright white crest raised when the bird is aroused. The undersides of the wings and tail have a yellow wash. The bill is light blue-grey to whitish and the large naked eye ring is blue. There is an area of pink to red on the lores, sometimes forming a band over the bill. The sexes are externally indistinguishable. The sub-species in South Australia is *Cacatua sanguinea gymnopsis* (Rowley 1997 [in DEH 2007], Higgins 1999). The Long-billed Corella is distinguished from the Little Corella by its very long and narrow upper mandible, shorter crest, brighter and more extensive red on the lores and extending behind the eye, and a reddish crescent on the lower neck.

### 3.2 Range and habitats of sub-species *gymnopsis*.

The Little Corella is only one of several species that are expanding their range southwards in South Australia, others being the Crested Pigeon and Galah. The expansion of the Little Corella southwards has occurred since about 1920, when early records suggest that it was restricted to inland waterways in the far north east of the State. From the 1960s onwards, Little Corellas were recorded continuously and increasingly in the Flinders Ranges,

Mt Lofty Ranges and neighbouring areas and in small groups in summer in parts of the Fleurieu Peninsula. It was not until about 1990 that large flocks were first recorded at Old Noarlunga and Strathalbyn, where they have now become regular summer visitors. By 2001 Little Corellas were first observed in Port Noarlunga, Port Elliot and Christies Beach, indicating that the range, if not numbers, is continuing to expand (QED 2003, DEH 2007, Higgins 1999).

The subspecies *gymnopsis* is found in a wide variety of environments, but always near permanent water. It is found on open plains, grassland, sedge plains, saltbush, savanna, arid woodlands; coastal mangroves; cultivated farmlands; rocky ranges; woodlands and mallee adjoining riverine vegetation. It is also now common in urban areas of Adelaide, Melbourne and Sydney and has been introduced to Perth, outside of its natural range (Higgins 1999). This broad range of habitats is reflected in its distribution covering most of inland eastern Australia south of the Barkly Tableland and the headwaters of the south east Gulf of Carpentaria Drainage. It extends as far west as the Western Australian border and SE South Australia and Wilsons Promontory in Victoria, in the south. There is a disjunct population in coastal and subcoastal Western Australia south of the Great Sandy Desert (Higgins 1999).

### 3.3 Diet of the Little Corella

There is little doubt that clearing, the provision of water and the extension of grain crops have benefited the Little Corella. The diet of most cockatoos is based on plant foods including a wide range of seeds, fruits, flowers, nuts, bulbs and corms, including the corms of the introduced Onion Grass *Romulea* spp, a prolific and widespread annual (Temby & Emison 1986, Higgins 1999). Cockatoos have learned that many commercial crops provide a good food source and cereal grains, sunflowers, apples (taken for their seeds), nuts and the seeds of pine trees are some of these. Most corella feeding activity involves foraging on the ground where much digging for bulbs takes place. Ploughed ground attracts corellas which feed on exposed bulbs and later on germinating cereal (wheat, oats, barley) seeds. Cereal crops may also be used as a food source when the grains are at the “milky” stage before ripening, and stubbles left after the crops are harvested attract large flocks of corellas seeking remnant grain. Little Corellas have also been observed feeding on dried grapes in vineyards on the Fleurieu Peninsula (C. Button, pers. comm.).

Temby and Emison (1986) reported that, in the Long-billed Corella, the diet over summer was almost entirely composed of cereal grains from stubble paddocks. Before the introduction of myxomatosis to control rabbits in the early 1950s, the immense numbers of rabbits would also have used this food source. This intense competition for food was probably a major factor limiting the corella population by reducing survival of young birds to extremely low levels. There is little doubt that access to remnant grain in stubbles since the introduction of myxomatosis reduced rabbit densities in the 1950s has enhanced the survival of fledglings and contributed to the increase of cockatoo populations (Emison et. al 1994).

### 3.4 Breeding

Little Corellas exhibit mate fidelity, probably for many years, although if a mate dies another is likely to be found by the next breeding season. Little Corellas nest in hollows in large old trees and in cliffs, where usually two or three eggs are laid in early spring. It is likely that a pair will use the same hollow year after year, and may visit the hollow periodically throughout the year as in the Long-billed Corella (pers. obs.).

Approximate incubation (about 24 days) and nestling (about 50 days) periods are known for the Long-billed Corella (ENRC 1995) and similar periods are likely in the Little Corella (DEH 2007). A newly-fledged Little Corella will spend at least two months with its parents as it learns to be self-sufficient.

Survival of young Little Corellas to breeding age is not known, but in a detailed study of the Galah in Western Australia, Rowley (1990) found that only 9% of Galahs that left the nest successfully survived to three years of age. Survival of Little Corellas to breeding age (probably three years) is likely to be equally low. Little Corellas live at least 50-60 years in captivity, but longevity in the wild is likely to be less than this.

It is not known where the Little Corellas that cause problems in towns on the Fleurieu Peninsula breed, but it is likely that they breed in some of the many large, old eucalypts that are abundant near Ashbourne and from Mt Barker towards Wistow, near Langhorne Creek, Macclesfield, in the hills to the east of Old Noarlunga and, further south, near Yankalilla. Other suitable trees are abundant near Currency Creek and north of Port Elliott and Victor Harbour.

Several pairs of corellas were seen sitting in excavated holes in the cliffs at Old Noarlunga (pers. obs.) and it is very likely that they breed in those holes.

It is probable that only some of the corellas of breeding age actually breed each year, but this proportion is not known; neither is it known whether access to breeding hollows is limiting. It would require detailed research with marked birds to determine these factors.

### 3.5 Activity patterns

The typical daily activity pattern for Little Corellas is to start calling at first light. As the light grows, birds begin to move about the roost trees and calling intensifies. Birds may fly to other trees, often with exposed or dead branches at the top, to catch the first sunlight and bask for a period. The birds then fly off to commence foraging in a sown crop, a pasture, stubble, or a roadside. The first bout of feeding lasts for a variable period, determined in part by temperature (Emison et al. 1994), abundance of food and whether there are young to feed, and can last from half an hour up to four or five hours. Little Corellas then usually return to a resting or loafing site to digest food, preen, play and rest. During summer, this resting period may last for a number of hours, until the day is cool enough for the birds to resume feeding late in the afternoon (if the weather is hot). In winter, feeding may continue throughout the day. Drinking generally occurs after the afternoon feeding bout, but birds may also drink at other times. Little Corellas return to the evening roost site near sunset, and are often noisy while settling to roost. On moonlit nights, Little Corellas often call and move about the roost site, flying to other trees on occasion.

In addition to daily activity patterns, there are seasonal activity patterns influenced both by food availability and breeding activities. When pairs are breeding, they are dispersed over the countryside, where they feed near their nest hollows. At this time of year (spring) corellas are mostly seen in pairs or small flocks.

After the young fledge (November usually) they join growing flocks that gather to feed in crop stubbles, slashed paddocks and other, concentrated food sources. At this time of year, the ground becomes increasingly hard and corellas rely more on surface seeds and less on digging for bulbs and corms (Temby and Emison 1986). This is when large flocks form, comprising young of the year, their parents and non-breeding birds. These summer aggregations of birds roost communally at traditional sites and tend also to feed in large groups at favourable food sources. Flocks “accumulate” at such sites by a process known as ‘local enhancement’, whereby birds flying past will change course to join other birds they can see on the ground, feeding. By

this means, very large aggregations of cockatoos can form where there is adequate food. The white colour of corellas and Sulphur-crested Cockatoos enables flying birds to see others feeding on the ground from at least one kilometre away and change course to join them (pers. obs.). Feeding in large groups also provides some safety in numbers against aerial or other predators.

It is not until the autumn break when significant rainfall softens the ground over a wide area, often in April or May that these flocks once again disperse into smaller groups for the winter and feed by digging in the now softer ground for bulbs and corms. By August, pairs have once again moved close to their nest hollows to feed and prepare for breeding.

#### **4. Aspects of Little Corella behaviour that contribute to nuisance problems at Old Noarlunga and Strathalbyn**

One noticeable feature of cockatoos is their beaks and the many ways in which they are used. Cockatoos use their beaks as a grasping tool, a chisel, pliers, and a digging implement and in combination with the tongue, a fine instrument capable of husking the seeds of dandelions.

As rodents gnaw objects to maintain their teeth, so cockatoos chew objects in their environment to maintain the beak in good condition, as it grows continuously. Furthermore, because cockatoos are highly social, vocal birds, gather in large flocks over summer, and roost both by day and at night in towns on the Fleurieu Peninsula, the potential for causing damage is obvious.

Cockatoos that spend time around towns may chew wires, removing the insulation and causing power failures. They may also damage aerials, pull out loose roofing nails, perforate the plastic pipes of rooftop water heating systems, dig on ovals and artificial surfaces, uproot plants in gardens or snip off the flowers and prune the trees they roost in (DEH 2007, pers.obs., Figs 1 and 2). Aside from beak maintenance chewing, another possible reason for the destruction within the built environment is that the birds are intelligent and curious and investigate objects in their environment.

## Little Corella Management – Fleurieu Peninsula Autumn 2010



Figure 1. Norfolk Pines in Soldiers Memorial Park, Strathalbyn, damaged by Little Corellas, February 2010.

It has been shown that another large parrot, the Kea *Nestor notabilis* of New Zealand, will investigate everything in its environment, often testing and manipulating objects with the beak. Keas are attracted to novel and unusual objects and if these objects can be manipulated the attraction is stronger (Grant 1993). Similar behaviour was noted in Old Noarlunga when a lighting system was installed in trees in Market Square. Corellas soon set to work demolishing the wiring – because they could. A similar fate followed installation of an electronic bird scaring device (C. Button, City of Onkaparinga, pers. comm.).

Little Corellas, like other cockatoos, are highly vocal and communicate loudly and frequently. When in large flocks, the noise can be very significant and may exceed World Health Organisation guidelines to avoid sleep disturbance and annoyance (DEH 2007) particularly when the birds are disturbed or aroused and flying. The disturbance may be caused by birds of prey flying past, deliberate harassment by people, or simply a consequence of normal social interactions. In towns, this noise may be distracting or upsetting for



some residents and, along with tree damage, was cited as one of the two most significant problems caused by Little Corellas in both Strathalbyn and Old Noarlunga (QED 2003).



Figure 2. Glass dome on shopping centre at Seaford, with Little Corellas picking at rubber seals between the glass panels, February 2010.

The presence of corellas in these towns clearly does not upset everybody. Chris Button (City of Onkaparinga, pers. comm.) believed that about half of the residents of Old Noarlunga were in favour of corellas being in town, with the other half wanting them gone. Figures 3 and 4 illustrate that some people are well-disposed towards the corellas, or at least see an opportunity in the fact that they are present in large numbers.

This highlights one of the major challenges for management authorities: how to address what some see as substantial problems without alienating the rest of the community. Is it possible in this situation to reach a consensus? Is consensus required, or do management authorities (DEH, Councils, Adelaide and Mt Lofty NRM Board, Police) agree on strategies required, communicate them to the communities and implement them?



Little Corella Management – Fleurieu Peninsula Autumn 2010



Figure 3. Not all residents of Strathalbyn are opposed to the presence of corellas, February 2010.

## **5. Options for managing Little Corellas and their applicability on the Fleurieu Peninsula.**

### **5.1 Bird damage control principles**

Bird damage and bird damage controls are thought to have occurred since crops were first grown. Indeed, the long history of human interaction with birds has been characterised by the use of damage control techniques that remain familiar today. Shooting, scaring, repellency, exclusion, scarecrows, bounties, and overplanting in order to provide sufficient harvest despite feeding birds have for centuries been used as measures to combat bird damage. In 1424 King James 1 of Scotland introduced an Act for the

Little Corella Management – Fleurieu Peninsula Autumn 2010



Figure 4. In Old Noarlunga, corellas have been seen as a marketing opportunity.

destruction of Rooks *Corvus frugilegus*. In 1668, a book by Gervase Markham included a chapter on techniques and suggestions for minimising bird damage to crops and orchards. Today's farmers and wildlife managers have therefore inherited a range of techniques that, while now more sophisticated, remain little different in intent and method from those of centuries past.

This long experience has not, however, identified a fool-proof method of bird damage control, apart from total exclusion.

## 5.2 A strategic approach

Best practice bird management, as defined by Tracey et al. (2007), involves four activities:

- Define the problem;
- Develop a management plan
- Implement the plan;
- Monitor and evaluate the results

While this approach was directed at managing bird damage to horticulture, the principles apply generally to bird damage or nuisance problems of many kinds. This approach will be recommended following discussion below of the possible options for managing damage caused by corellas on the Fleurieu Peninsula.

Bird damage control measures include environmental management; scaring; chemical controls including deterrents, poisons and humane capture through the use of chemical agents; tactile deterrents; behavioural manipulation; exclusion; shooting; trapping; fertility control and egg destruction. Appendix 1 shows these options in a Feasibility/Acceptability criteria matrix.

### 5.3 Environmental management

Environmental management involves manipulating the environment to make it unsuitable for the corellas in some way. This could involve such actions as removing food or water sources, or removing roost sites. None of these actions is feasible in the context of corellas on the Fleurieu Peninsula.

Food sources are many and dispersed over a large area. That said, there is still merit in removing such food sources as spilt grain around the silos in Strathalbyn, as this creates a local attraction for corellas and Rock Doves (feral pigeons). However, the corellas are not likely to be affected significantly by removal of this food source and from my observations; there are many other food sources (crop stubbles, slashed paddocks, Aleppo Pines etc.) within easy reach of the birds that roost in Strathalbyn. Few of these food sources can be managed effectively to prevent feeding by corellas.

Similarly, corellas have access to water from a wide range of natural and artificial sources, many of which cannot be made unavailable to the birds. Finally, removing the roost trees would cause the corellas to go elsewhere, but would fundamentally change the nature of the towns of Old Noarlunga and Strathalbyn and would never be seriously contemplated.

### 5.4 Scaring methods

Scaring involves the use of various means to encourage or frighten birds to go elsewhere, usually by evoking a neophobic response. The effectiveness of scaring strategies depends upon a number of common factors, including persistence, integrating different scaring stimuli to maintain novelty and



variety to reduce habituation, and timing the scaring strategy to coincide with the arrival of the birds causing the damage, rather than waiting until a habitual pattern of behaviour has developed. One caution with this approach is that the birds are going to go somewhere, if the scaring is effective, and there is no guarantee that the problems will not simply be relocated.

#### **5.4.1 Noise makers and scaring sounds**

The mechanisms by which auditory devices are supposed to repel birds include pain, fear, communication 'jamming', disorientation, internal thermal effects, biosonics (taped alarm or distress calls) or electronic mimics of these, and ultrasound (Bomford and O'Brien 1990). Most of the sounds are generated by mechanical, electronic or explosive devices that include sirens, bangers, crackers and hooters.

Audible sound above 130 dB and infrasonic or ultrasonic sound above 140 dB causes pain and sometimes sickness in vertebrates. The range over which birds hear sound is similar to that of humans and it is therefore unlikely that birds can hear much ultrasound. An ultrasonic device called the Hi-tec Electronic Scarecrow was sold in Australia as a 'proven deterrent for diverting most land and flying creatures' according to accompanying literature. In careful tests of this device on the feeding behaviour of Starlings *Sturnus vulgaris*, where food was set out in segments with and without exposure to the device, no effects on Starling numbers or food removed were observed (Bomford 1990).

Some electronic noise-generating devices are claimed to produce sounds that simulate alarm or distress calls of various species. However, considering the intricacies of birds' vocalisations, any scaring response these synthesised calls achieve is likely to be due to the sounds being little more than something new in the birds' environment, and therefore of only short-term effect if any, before they are ignored by the birds, even if they remain irritating to people. A good example of this is a BirdXPeller purchased for \$18, 000 to deter corellas in Strathalbyn. This device produced a synthetic, high-pitched oscillating sound that the corellas ignored, but was so obnoxious to the locals that persons unknown threw the device into the river (D. Mullins, Alexandrina Council, pers. comm.)!

Very loud and high intensity sound under experimental conditions has been shown to cause internal thermal effects but this is not a feasible control

method in practice. At pain-inducing intensities sound is likely to be a nuisance to people, be expensive to produce and conflict with animal welfare considerations. So-called 'white noise' has been used to confuse birds (eg Silvereyes *Zosterops lateralis*) that vocalise to maintain group cohesion during feeding.

#### 5.4.1.1 Bioacoustic sounds

Bioacoustic sounds include distress, alarm and feeding calls that are recorded, amplified and broadcast over crops or other situations to scare birds. Many calls are species-specific and it is difficult to learn and record the right call. For example, distress calls of the Galah *Cacatua roseicapilla* attract, rather than repel, other Galahs (Jaremovic 1990), while alarm calls of the Sulphur-crested Cockatoo elicit a fleeing response (personal observations), and it is highly likely that Little Corella alarm calls would have the same effect on this species.

There appears to be some convergence between species in the general characteristics of alarm calls such that calls by one species may alert other species. In Australia, there appear to be sentinel species such as Noisy Miners *Manorina melanocephala* whose alarm calls alert not only other bird species but rabbits as well (de la Motte 1990, personal observations).

An improvement on just playing recorded alarm or distress calls at set intervals is to have a device that can be triggered to play only when birds enter the area to be protected. This should increase the time before habituation occurs. If a range of different calls are played at random, then habituation is likely to take even longer, provided the calls are biologically significant, and are only played for short periods.

#### Advantages of bioacoustic sounds

Can be a useful component of a scaring strategy when used appropriately. Likely to be accepted by many as a benign, non-lethal means of deterring corellas.

#### Disadvantages of bioacoustic sounds

Subject to habituation if used in isolation and played repeatedly at frequent intervals. Adds to the noise already created by the corellas.

#### 5.4.1.2 Gas guns

Gas-operated scare guns (gas guns) come in a variety of models, producing a single, double or triple bang and are able to be set to go off at either random or fixed intervals. Some models swivel to face a different direction following each blast. The sound produced is somewhat like the sound of a shotgun. Scare guns can be useful to protect crops when used as part of an integrated scaring strategy that involves “positive reinforcement” (actual shooting of some birds) and may be used in other situations. As with most noise-making devices, corellas may become accustomed to them if they realise there is no danger associated with the noise (hence the need for positive reinforcement).

##### Advantages of gas guns

Can be a useful component of a scaring strategy when used appropriately and reinforced with some real shooting.

##### Disadvantages of gas guns

Subject to habituation if used in isolation and operated repeatedly at frequent intervals unless supported by some real shooting. May continue to operate even when birds not present or nearby. Adds to the noise already created by the corellas. Unlikely to be accepted by townspeople and may alarm tourists.

#### 5.4.1.3 Bird Frite® cartridges

Cracker cartridges (Bird Frite® cartridges) are explosive projectiles fired from a 12 gauge shotgun. They are designed to explode about 80 m from the shooter and can be directed to explode over or within a flock of birds. The loud report emitted does scare birds, but habituation will occur unless these devices are combined with recorded alarm or distress calls or other scaring measures and some shooting.

##### Advantages of cracker cartridges

Can be a useful component of a scaring strategy when used appropriately and reinforced with some real shooting. Can be used more strategically than gas guns, since they are operated by a person and can be directed where and when needed for greatest impact.

##### Disadvantages of cracker cartridges

Subject to habituation if used in isolation. Adds to the noise already created by the corellas. The loud reports will alarm some residents and tourists, may scare dogs and cause many dogs to bark. Bird Frite® cartridges are expensive and currently cost \$5.00 each.

## **5.4.2 Visual deterrents**

### **5.4.2.1 Objects**

The use of visual deterrents is undoubtedly one of the oldest bird scaring methods. Human activity in the crop is perhaps the simplest form of this and has been employed since at least 10 000 BC and the first growing of crops.

Since that time, a great range of devices have been used. Many of these, or their modern equivalents, are still employed today. Scarecrows; dead birds hung or spread on the ground; plastic bags; wine cask inners; balloons displaying big eyes; reflective tapes and mirrors; humming tapes; real birds of prey; plastic bird of prey; silhouettes or kites; model and real aircraft; and motor vehicles, are all used to enhance the scaring of birds.

Many of these devices or techniques can be of use as part of an integrated damage management program. If there is no real threat present, however, the problem of habituation to most stimuli remains.

The combination of methods, such as eye-spot balloons with hawk kites attached, often yields longer-lasting effects than either method on its own. Furthermore, the responses of different bird species vary, with some species habituating very quickly, while others remain wary for many days or weeks.

Tests by the Agriculture Protection Board of Western Australia of a variety of visual devices in fruit crops failed to demonstrate any significant effect against parrots. Numbers of birds and damage levels did not change (Mawson & Long 1990). Corellas used to the sights and sounds of urban areas are unlikely to be concerned about new visual devices deployed near their roosts, quite apart from the negative aesthetic aspect of such devices.

#### **Advantages of visual deterrents**

Benign, low cost, quiet and unlikely to upset residents. Unlikely to deter desirable bird species because of habituation.

### Disadvantages of visual deterrents

Of little use unless as dynamic component of an integrated scaring strategy, since rapid habituation is likely.

#### 5.4.2.2 Movement

Movement enhances the effectiveness of scarecrows and other visual devices. Thus an animated crow-killing owl model was more effective at protecting vegetables from crows than the owl alone or dead crows (Conover 1985). Human-shaped scarecrows that shake their heads and slowly wave their arms up and down are reported to be effective. A variation on this theme is a model man with a gun that pops up periodically from the undergrowth with a loud bang, and is also reported to be reasonably effective (Crocker 1984).

### Advantages of movement-enhanced visual deterrents

Benign, relatively low cost, quiet and unlikely to upset residents. Could be used as a component of an integrated scaring strategy. Able to be improvised from available devices (eg eye-spot balloons).

### Disadvantages of movement-enhanced visual deterrents

Not readily available in Australia. Corellas may become habituated rapidly unless the devices are used sparingly and in concert with other scaring stimuli.

#### 5.4.2.3 Birds of prey

Trained birds of prey have been used successfully at a number of airfields in Europe, Britain and North America, usually in some combination with cracker cartridges, distress calls and shooting. Gulls were one of the main target species, but several others were also successfully deterred. Factors such as cost; availability; inability to fly at night; while moulting; during strong winds, rain or fog; the requirement for trained handlers; hazard to aircraft caused by the birds of prey themselves, and access to several trained birds have curtailed the use of these birds in most situations.

Trained falcons, particularly Peregrine Falcons *Falco peregrinus*, have been used at Mascot Airport in Sydney to control Silver Gulls *Larus novaehollandiae*. This project was abandoned because of excessive costs and limited effectiveness. Trained birds of prey are not relied upon to protect



crops in Canada, the USA or the UK, where falconry is legal, because of cost and lack of effectiveness (I. Temby, personal communications during Churchill Fellowship tour, 1999; Tracey et al. 2007).

Use of tame raptors can deter corellas from a limited area while the raptors are present. This is not inconsistent with a natural situation: when raptors appear, the corellas give alarm calls, fly to trees or mob the predator and keep calling until the raptor flies away. Under natural circumstances this usually takes a matter of a few minutes after which the corellas resume their activities (pers. obs.). The difference with trained raptors is that the handler can keep his birds present for several hours at a time, and therefore deter the corellas for longer than would occur under natural circumstances.

#### Advantages of using trained birds of prey

This appears to be a benign, “natural” solution to the problems caused by corellas and has much appeal for some members of the public.

#### Disadvantages of using trained birds of prey

Highly expensive and of limited effect in both space and time. May appear to drive corellas from an area but has little residual effect and cannot remove corellas from, say, the whole of Strathalbyn.

### 5.5 Chemical controls

#### **5.5.1 Bird deterrent chemicals**

Most bird deterrent chemicals rely on the chemical being applied to a food and ingested, where they may cause primary repellency because of their unpleasant smell or taste, or because they cause pain or irritation.

Secondary repellency to ingested chemicals results from the chemical making the birds feel ill, resulting in a conditioned aversion to that chemical and/or the food with which it is treated.

In a series of trials of various chemical treatments of cedar frames placed in the cockatoo aviary at Healesville Sanctuary, there was no difference in the time to destruction between frames treated with proprietary chemical bird deterrents, frames treated with hot English mustard, hospital strength disinfectant, methyl anthranilate (a human food flavouring additive that occurs naturally in many plants and that was known to deter birds from eating treated seed – see below), and those treated with water as a control. The conclusion

was that these chemicals were not deterring the birds because they were not ingesting the timber, just biting pieces off (I. Temby, personal data).

None of the repellents designed to deter birds from eating things are likely to be of any use against corellas pruning trees in towns on the Fleurieu Peninsula, since they are not ingesting anything, merely biting or chewing for beak maintenance and/or amusement.

An alternative means of delivering a methyl anthranilate product (registered in the USA as Rejex It Fog Force) to birds is as an aerosol generated by a fogging machine, or from a pressure pack. When birds are exposed to the aerosol, it irritates the mucous membranes of the eyes and nose, and can be an effective means of preventing birds from using a site. Several applications of the aerosol may be required before the birds learn to avoid the site. Relatively calm conditions are required so that the aerosol can be directed where required. This product is not yet registered for commercial use in Australia.

### ***5.5.2 Ingested poisons***

In many countries the use of chemicals to kill birds is illegal or may only be undertaken under Government authority. Few chemicals have been developed specifically for use as bird killing agents (avicides). Many agricultural chemicals such as insecticides are lethal to birds, and have been used illegally to destroy birds. This may result in significant numbers of non-target species being destroyed, as was observed in 15 cases in Victoria in which prosecutions resulted (Du Guesclin et al. 1983).

Various chemical methods have been used to reduce bird numbers in other parts of the world. These include DRC 1339, Avitrol, surfactants, toxic perches and alpha-chloralose.

DRC 1339, or starlicide, was developed specifically as a bird poison in the USA. It is not registered for use on cockatoos in Australia and is not considered appropriate for this purpose.

Avitrol is registered in Australia for use on Silver Gulls, and for the control of some exotic species under the proprietary name 'Scatterbird'. Its mode of action is to cause distress behaviour and erratic flight in affected birds, which then scares off the flock. Affected birds usually die. It is not regarded as

humane, and is not registered for use on corellas or other native birds for this reason, and is therefore unavailable for use on the Fleurieu Peninsula.

### **5.5.3 Toxic perches**

Toxic perches provide another avenue for the destruction of birds. With this technique, perching areas inside buildings are coated with a grease containing the active ingredient fenthion (the products Avigel, Avigrease and Control-a-bird) which is absorbed through the skin of the birds' feet. While this method is registered for use in Australia against sparrows, starlings and feral pigeons in some States, there are serious secondary poisoning hazards to anything that eats the carcasses of birds poisoned this way, and it will affect any bird that lands on perches thus treated. The deaths of Peregrine Falcons *Falco peregrinus* in Melbourne recently were believed to be a consequence of eating feral pigeons affected by fenthion placed on their roost sites by a licensed pest controller in accordance with label instructions. Toxic perches are neither appropriate for outdoor situations nor for corella control.

### **5.5.4 Surfactants**

A further chemical approach to the destruction of birds has involved spraying birds that roost communally with a surfactant (wetting agent), usually during cold or wet weather, resulting in the birds dying of hypothermia. This method has been used in the USA, France and various African countries, but would be unlikely to be approved for use in Australia because of animal welfare concerns.

### **5.5.5 Alpha-chloralose**

Alpha-chloralose is a narcotic agent that, depending upon the dose administered, is used for the capture or destruction of birds. An advantage of the use of this substance is that it provides the opportunity for non-target species to be revived. However, it can take a considerable time until the onset of narcosis and sufficient immobilisation to enable capture. This may be 20-50 minutes in the Feral Pigeon, 20-25 minutes in House Sparrows *Passer domesticus* and Rooks *Corvus frugilegus*, 12-60 minutes in the Little Corella and 15-30 minutes in Silver Gulls (ENRC 1995, I. Temby unpublished data). An overdose may be administered for lethal control, or a lower dose sufficient to capture birds may be used. The Department of Sustainability and Environment in Victoria permits the use of alpha-chloralose for the destruction of Silver Gulls and Little Ravens *Corvus mellori*, where the bait medium is margarine spread on bread, and is readily consumed by those birds. There is

some evidence that cockatoos may be reluctant to eat seeds coated with alpha-chloralose (they are unlikely to eat bread) and it is difficult to ensure a sufficient dose to immobilise birds when grain is treated, if the birds do not ingest the bait readily. Alpha chloralose has also been administered to Little Corellas in water (B. St. John, pers. comm.), where it led to a localised, short-term reduction in corella numbers and pruning damage to trees, but is now not permitted as a management technique in South Australia (DEH 2007).

## 5.6 Tactile deterrents

Non-toxic sticky polybutene gels are available for application to ledges and other sites where birds perch. Birds do not like perching on the soft material and avoid the surface where it has been applied. Such gels are used on buildings, mostly for control of Feral Pigeons *Columba livia* and Starlings. Use of these gels can be problematic, as small birds such as Welcome Swallows *Hirundo neoxena* can become trapped, creating an animal welfare and public relations problem. Irrespective of the potential problems for small birds associated with use of this product, it is not registered or practical for use on roosting trees.

## 5.7 Decoy models

For some species of birds, manipulation of their own behaviour can be an effective way of attracting or repelling them. Many birds have an alert posture or other visual signal to indicate to other birds that there may be danger about. Brent Geese *Branta bernicla* stretch their necks upwards and shake their heads before flying off. Dummy geese mimicking this posture were effective in deterring most incoming flocks from landing nearby (Crocker 1984).

Woodpigeons *Columba palumbus* in England are a serious crop pest. These birds have distinctive white wing bars, visible only when they take flight. It has been shown that models of pairs of outstretched wings are sufficient to stop other Woodpigeons from landing, and that this effect can last over a 9-week period (Inglis & Isaacson 1987). A combination of models of spread Black Swan *Cygnus atratus* wings, showing their white wing bars, and alarm calls, was an effective strategy to reduce damage by swans to pastures at Werribee (ENRC 1995).

The use of decoy (model) ducks to attract wild ducks close to shooters is well known. Long-billed Corellas *Cacatua tenuirostris* are attracted to the sight of

other white cockatoos feeding and will change course to join them (Emison et al. 1994). During research on the Little Corella *Cacatua sanguinea* in the Flinders Ranges, it was shown that dead Little Corellas were useful as decoys to attract other corellas to a water trough (St John in ENRC 1995).

When alarmed, cockatoos feeding on the ground assume an alert posture, in which all birds stand erect just before flying off. Model Little Corellas set out in this alert posture in a sown crop may be effective at deterring other birds from landing in the vicinity, rather than attracting them. Conversely, model corellas in feeding posture may be effective at attracting other birds to join them at decoy feeding or trapping sites, for example. This strategy, however, has no applicability for deterring roosting corellas from towns.

## 5.8 Lethal control to reduce populations

Many people believe that killing birds that cause problems is the obvious solution. In reality, killing birds is time consuming, relatively ineffective and likely to attract adverse publicity (DEH 2007, ENRC 1995). There is also a real danger that attention will be focussed on improving the means of killing birds, and on achieving a high tally, rather than on focussing on methods that reduce the problems being caused.

### 5.8.1 Shooting

Shooting is commonly used and recommended as part of a scaring program, reinforcing the scaring stimuli of non-lethal controls by injecting real danger. Shooting, including shooting at night, may be an effective way to manage or eliminate a small, localised flock of birds. Shooting is, however, inappropriate in built up areas other than in exceptional circumstances. Furthermore, shooting is not an effective means of controlling large flocks of cockatoos (DEH 2007). On the other hand, since corellas (and other cockatoos) are long-lived, intelligent birds, it is likely that they will remember and avoid sites where there has been concerted shooting.

Chris Button (City of Onkaparinga pers. comm.) told me that concerted shooting of corellas in Willunga and Aldinga resulted in the birds avoiding those areas almost totally. This option is probably not available (acceptable) for Strathalbyn and Old Noarlunga.

### **5.8.2 Trapping and gassing**

There is a perception that trapping and euthanasia of cockatoos is a simple and quick method for resolving a problem. In practice, trapping and euthanasia of birds is time consuming and requires that the birds be attracted to the trapping site, usually with food. The focus of trapping and euthanasia is on number reduction. Trapping and euthanasia will have no direct impact on problems being caused by the birds, since it is undertaken away from where the problems are being caused. The exception to this is where most of the birds causing the problems are destroyed and this is seldom possible. The experience of Victoria in this respect is instructive. Over a five-year period, Victorian taxpayers sponsored the trapping and gassing of 100 000 cockatoos (mostly Long-billed Corellas, but also Sulphur-crested Cockatoos and Galahs), at a cost of over \$1 million. This was to reduce alleged damage caused by these birds to cereal crops and to infrastructure. Trapping teams became skilled at trapping and killing birds, but no data were collected on whether there was any reduction in damage or on impacts on populations. The program was described as effective by participants, because growers knew birds were being killed, but it was not possible to demonstrate any real reduction in damage, ostensibly the reason for the program.

A further factor that would reduce the impact of a trapping and gassing program is the possibility that the trapping may catch mostly immature birds – the very ones least likely to reach breeding age. In this case, trapping and gassing is likely to have little impact on the breeding rate of the population and may simply be removing birds likely to die anyway.

#### **5.8.2.1 Trapping and human health**

There is a human health risk involved in trapping and handling wild birds. Wild, apparently healthy birds can be symptomless carriers of the disease ornithosis (also called psittacosis), a potentially dangerous respiratory disease in humans, caused by the bacterium *Chlamydophila psittaci*. In birds, inhalation of the bacteria favours the development of acute infections, whereas ingestion of bacteria leads to latent infections (Burkhart & Page 1971). Infection in humans trapping and handling cockatoos is most likely to be through inhalation of feather dust or respiratory droplets.

If wild birds are being handled, masks should be worn to inhibit the inhalation of feather dust, and clothes and hands should be washed after contact with



these birds. Another potential source of this organism is via the dust from droppings under roost sites, stirred up particularly when mowing grass. It is not known how significant this risk may be.

## 5.9 Fertility control

Fertility control is regarded by some as an ideal technique of population control, since it does not rely on killing animals. However, this is not currently practical for free-ranging wild birds.

## 5.10 Destruction of eggs

Destruction of eggs is undertaken to control the numbers of some colonial birds, where nests are readily found and accessible, and where repeat visits can be made to destroy subsequent clutches of eggs laid in response to the initial visit. Little Corellas tend to disperse and nest over a wide area during their spring breeding season, usually in tree hollows. It is not practical to locate, let alone remove the eggs from the majority of nests of this species to prevent recruitment of young birds to the population.

## 5.11 Decoy food sources

There are many examples of the successful use of decoy or lure crops (crops grown or bought from farmers for the birds) and bait stations or feeding stations. Lure crops have been used in the USA for many years. In a trial of decoy feeding in South Australia in 1989, up to 4000 Long-billed Corellas were fed 20 tonnes of Oats over a ten-week period, while the main seeding and germination phase of winter cereals was completed. Taking into account the value of the grain, wages and on-costs, there was estimated to be a 10 to 15-fold benefit. This accounting did not consider the lower costs to farmers of the reduced scaring effort required at their crops or the extra time available for other tasks. (Alexander 1990).

This method can be a useful way of diverting birds from one food source to another, but is not a practical means of preventing corellas from roosting where they are not wanted.

## 5.12 Visual screens

Visual screens are barriers placed around a crop and as transects through it to block the birds' ability to see out of the crop and monitor the surroundings

for potential predators. Studies in New South Wales have shown that birds will concentrate their feeding in areas which provide the best position for surveying the approach of predators, chiefly birds of prey and humans.

Trials have demonstrated that by manipulating the visibility of feeding cockatoos, the normally highly palatable sunflower crops can be made unattractive to these birds (Allen 1990). Barb St John (pers. comm.) noted that Little Corellas would not drink from water troughs that had tall vegetation adjacent to the troughs, preventing the birds from having a clear view of the surrounding area. While screens could be erected around troughs that the birds drink at near Old Noarlunga, there are dams and the Onkaparinga River where the birds can also drink. Similarly, at Strathalbyn, there are many potential drinking sites not easily screened, so this method has limited application to the problems being caused at towns on the Fleurieu Peninsula.

### 5.13 Exclusion

Exclusion refers to the use of physical barriers to protect an area from access by birds. In a crop situation, this usually means some form of netting to separate the crop from the birds. On buildings, several kinds of devices can be placed on or over ledges and other potential perching sites to make them uncomfortable or unavailable to birds. These include spikes, wires stretched above the roost sites, 45<sup>0</sup> infills to create a sloping ledge instead of a horizontal one, netting and electric perching repellents. None of these (are) practical to prevent corellas from roosting in trees.

## **6. Best practice bird management of Little Corellas on the Fleurieu Peninsula**

### **1. Define the problem**

Large numbers of Little Corellas roost in towns on the Fleurieu Peninsula, particularly Old Noarlunga and Strathalbyn, and cause noise, tree damage, economic and other problems each summer, with the number of birds and length of problem period apparently increasing over time. Some of the problems are real (tree damage for example), while some are perceived (population doubles each year; birds produce four young). Perceived problems can be addressed by providing accurate information, while real problems (if deemed to be at unacceptable levels) require a range of actions as described below.

Stakeholders affected:

## Little Corella Management – Fleurieu Peninsula Autumn 2010

- residents (stress induced by frequent disturbance by noise from corellas, need to clean up mess created by corellas, loss of amenity and enjoyment of life, reduced house prices, disturbance from corella deterrent strategies);
- business operators (loss of trade because tourists stay away);
- tourists (loss of amenity caused by noise and mess from corellas and by disturbance from corella deterrent strategies);
- Councils (frequent complaints, demands for action, cost of implementing actions, purchase of bird deterrent devices, cleaning costs, arborist and consultant costs);
- Other agencies (DEH, NRM Boards), regulatory, advisory and funding functions.

Costs incurred – where possible, the impacts of the corellas need to be defined quantitatively so that meaningful targets for reducing these impacts can be set. Costs may include:

- Damage to trees (tree management eg pruning, maintenance and replacement costs);
- Loss of business (needs careful documentation);
- Reduced house prices (needs quantification and verification);
- Corella disturbance regime costs incurred by council - labour and materials;
- Council costs for cleaning;
- Sportsground maintenance costs resulting from corella impacts;
- Time costs – amount of time spent by people involved in corella monitoring and disturbance planning and actions and time spent being disturbed by corellas;
- DEH – time and resources devoted to addressing concerns about Little Corella impacts on the Fleurieu Peninsula.

## 2. Develop a management plan

There is no simple solution to reduce the problems associated with Little Corellas roosting in Strathalbyn and Old Noarlunga. Any successful strategy will be the result of agreement from the community, commitment to undertake and persist with the strategy until its goals are achieved, and the capacity and willingness to adapt or vary the strategy in response to unexpected responses from the corellas.

The first step is to gain consensus on whether there is a need to do anything. In both Strathalbyn and Old Noarlunga, there is a spectrum of views about the presence of corellas because everybody has a different Wildlife Acceptance Capacity and it may be difficult to gain consensus for this reason. The communities will need to know what is proposed before they can

consider whether they believe the benefits (fewer corellas, less noise and damage to trees) warrant the resources and disturbance of a control strategy.

It would be sensible to discuss the issues above and prepare a strategy, if that is the decision, so that it is ready to implement at the beginning of the next roosting season. This will eliminate the argument that more time is being wasted in further talk and planning. In fact, careful planning is essential, but this can be done before the season commences.

### ***Define management objectives and performance criteria***

It is important here to define targets quantitatively and have a date or elapsed time from initiation of actions to achieve the target (eg reduce early morning noise levels by corellas to a defined (acceptable) level in Market Square within two weeks of starting actions). Suggested targets could be:

- Prevent Little Corellas from establishing roosts in Strathalbyn/Old Noarlunga over the 2010/11 season, or;
- Keep number of corellas roosting in Strathalbyn/Old Noarlunga to no more than 500 birds over the 2010/11 season, or;
- Undertake scaring campaign that results in no more than 10 corellas using the riverbanks at Old Noarlunga each day, or;
- Ensure Little Corellas roost far enough up Onkaparinga Gorge that they are not audible from Old Noarlunga at night during the 2010/11 roosting season.

Note that if any corellas are allowed to remain in Old Noarlunga (or Strathalbyn), they will create an attraction for others. In reality, if large numbers of corellas are not wanted in one or both towns, then it must be understood that allowing some birds to remain will make it very difficult to regulate numbers at a desired level, if this level is not zero. Note also that it may not be feasible to allow corellas to roost in Onkaparinga Gorge at night but stop them creating early morning disturbance in Old Noarlunga or roosting in town during the day. In other words, if you wish to stop corellas using Old Noarlunga during part of the day, then they must be totally excluded.

### ***Select an appropriate management option***

Strategic targeted control (or Do nothing\*)

#### **3. Formulate and implement a management strategy**

Communication is a vital part of the management strategy. Communication needs to be on several levels. Prepare a communications plan for the community and local media, clearly identifying the nature of the problem and



the reasons for the actions being used to resolve it. The implementation team must also have a communication strategy so that all participants are aware of the actions required and can react when directed during scaring operations. Implementation team members need to be debriefed at the end of each day's activities. Effective communication of successes and areas where methods need to be modified will help to maintain motivation and effectiveness of the strategy.

*\*"Do nothing" may be an appropriate response, if the proposed strategy for preventing corellas from entering the towns is deemed unacceptable for any reason.*

### The strategy

If a strategy is chosen that aims to reduce corella numbers at Old Noarlunga and Strathalbyn, it would then be necessary to formulate integrated scaring campaigns using some shooting to reinforce the scaring methods, plus Bird Frite® cartridges, eye-spot balloons, broadcast alarm calls, flashing lights, spotlights. Scaring strategies need to be implemented as soon as the first flocks begin roosting in summer, to prevent the build-up to large numbers in either town. The scaring program may need to continue for some weeks. It is also important to monitor where the birds are diverted to, in case the alternative roosting site is equally unacceptable. Planning and preparation will include the need to:

- Obtain any required permits (DEH, EPA, Council) and police approval to shoot corellas in towns. It is important to remember that mixed flocks of both Little Corellas and Long-billed Corellas are likely to be present and these species have different permit requirements.
- Assemble materials for scaring birds (Bird Frite® cartridges, recorded alarm calls, spotlights, flashing lights on vehicles, eye-spot balloons)
- Train teams in use of scaring devices and have clear understanding of sequence of use (may need team of 10 people able to participate in scaring activities simultaneously in Old Noarlunga and perhaps 20 people in Strathalbyn). Teams should comprise interested and trained community members and be led by council employees familiar with organising and running a complex operation.
- Install lines and small pulleys in trees where corellas are likely to roost, to enable rapid raising of eye-spot balloons as required (and removal straight afterwards).
- Ensure residents are fully aware of the substantial disturbance that will be caused by the scaring program (particularly the noise of shooting and Bird Frite® cartridges). This is particularly important for elderly residents and hospital patients in Strathalbyn.
- Have trained counsellors/negotiators available in case residents require such assistance.

- Designate a media liaison person in each town to handle all media issues.

### Suggested strategy and sequence for use of scaring devices

The underlying principle with a bird scaring strategy is to keep changing what you do, to keep the birds on edge and prevent habituation. Use an unpredictable sequence of devices, vary how they are used and adapt to counter changes in the behaviour of the birds.

The first action will be shooting of some of the first birds to arrive, to train others that there is real danger associated with humans. For this reason, shooting should be done from different sites, at different times and by different people. Some shooters should wear bright clothing and be obvious; others dull clothing and discreet behaviour. Some shooting should be done from vehicles – not always the same ones, and some from a trail bike and some by people on foot. The aim is to shoot small numbers of birds and to introduce other scaring measures immediately after shooting has commenced. All shooting must be done in accordance with the Code of Practice for the Humane Destruction of Birds by Shooting and safe shooting principles.

Bird Frite® cartridges should be used sparingly and aimed to explode above roosting or flying flocks. Big-eye balloons should be raised rapidly where birds are roosting and alarm calls played while the balloons are being hoisted. They should be lowered again as soon as the corellas have taken fright and be covered as soon as they are back on the ground and stored out of sight of the birds. The birds need to be trained to avoid any humans in the towns, so cap guns or starter pistols could also be used by members of the scaring teams, but only for as long as the birds react with fear. Stop using them, or any other devices, once birds begin to lose their fear, and change to another device.

Sometimes, approach roosting birds without staring at them, but rather by feigning a total lack of interest, then when closer, suddenly look up and use the device (starter pistol, rubbish-bin lid, big-eye balloon, shotgun, etc). This will increase the birds' wariness, as they will find it difficult to tell when somebody is going to frighten them.

Alarm calls should be played briefly and always in conjunction with some other device (big-eye balloon, starter pistol, etc), that provides a logical context for the calls to be made.

Shooters, and others engaged in scaring, should sometimes use hides from which they can surprise the birds, and hides should be moved from place to

place, so that the birds are kept on edge. Shooting should only be used, after the initial training period, when birds begin to become used to some of the other scaring stimuli, to remind them and reinforce the message that there is real danger associated with the scaring program. Flashing lights and spotlights may need to be used in the program if the birds are still present at or after dusk, in combination with alarm calls and loud noises such as starter pistols.

At all times scaring teams need to be coordinated in their harassment of the birds by communicating where the birds are heading so that they cannot settle for any length of time. Intelligent use of scaring devices and methods to maintain variation and surprise will aid in deterring the corellas from roosting in town, but it may still take several weeks. During this time, there will be ongoing disturbance to the community and some community members will disagree with the program and argue for it to cease. For this reason, it is really important to have community understanding of what a scaring program will entail, and have its support, before the program commences.

#### 4. Monitor and evaluate

There will need to be constant monitoring and evaluation of the reactions of the corellas to the management methods and the methods varied to maintain their frightening effects. At the same time, a detailed daily log must be kept of actions taken (times, materials, number of people), responses of corellas and whether targets are being achieved. This will enable a cost: benefit analysis to be undertaken.

Evaluation will give rise to one of the following possibilities (Tracey et al. 2007):

*The management plan and its implementation were cost-effective and well implemented.*

**Action:** continue with current strategy but consider whether control effort is appropriate and consider new control techniques if available.

*The management plan was appropriate, but implementation was poor.*

**Action:** Define why implementation failed, rectify and re-apply plan.

*The management plan was not cost-effective.*

**Action:** Determine whether costs can be reduced (social, environmental, financial) or whether there are other or new approaches that can be implemented that might improve the cost: benefit of management.

#### 5. Review management plan

Little Corella Management – Fleurieu Peninsula Autumn 2010

The management plan must be reviewed at the end of the corella roosting season and a decision made about whether the benefits of the program warrant its costs (social, environmental and financial) in each town.



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## Appendix 1. Feasibility/acceptability criteria matrix

*Note that the feasibility of different management options or strategies may change over time, with changing public attitudes, additional information, or changed regulatory environment.*

Control option	Feasibility/acceptability criteria						
	Technically possible	Will it work?	Practically feasible	Economically desirable (cost:benefit)	Environmentally acceptable	Politically/legally acceptable	Socially acceptable (local)
Environmental management	Yes	Yes	No	No	No	No	No
Noise makers including gas guns etc.	Yes	Sometimes, as part of strategy	Yes	?	Yes	Yes	?
Bioacoustic sounds	Yes	Sometimes, as part of strategy	Yes	Yes	Yes	Yes	?
Visual deterrents	Yes	Sometimes, as part of strategy	Yes	Yes	Yes	Yes	Yes
Birds of prey	Yes	Partly	No	No	Yes	Yes	Yes
Chemical deterrents	Yes (fogging)	Yes	No	?	Yes	No*	?
Poisons	Yes	?	?	?	No	No	No
Surfactants	Yes	?	No	?	No	No	No
Alpha chloralose	Yes	No	No	?	?	No	No
Tactile deterrents	Yes	?	No	No	No	No	No
Decoy models	Yes	No	No	No	Yes	Yes	Yes

## Little Corella Management – Fleurieu Peninsula Autumn 2010

Shooting	Yes	Sometimes, as part of strategy	Yes	Yes	Yes	?	?
Trap and gas	Yes	?	No	No	Yes	Yes	No
Fertility control	No	No	No	?	yes	Yes	Yes
Egg destruction	No	No	No	No	Yes	Yes	Yes
Decoy foods	Yes	No	No	No	Yes	Yes	Yes
Visual screens	No	No	No	No	?	?	?
Exclusion	No	No	No	No	?	?	?

\*Fogging with methyl anthranilate is not currently registered for use in Australia



## Pest birds

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### Shooting of pest birds

#### Standard Operating Procedure – BIR001

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### Background

Pest bird problems are increasing in Australia, particularly with recent expansions in the grape and wine industry, and in the olive industry. More than 20 species of birds conflict with primary production by significantly reducing profitability of a wide range of crops in the cereal, horticultural and aquaculture industries. Over-abundant introduced and native species also compete with and displace less abundant native species, impacting on biodiversity.

Methods of pest bird control include nonlethal techniques such as scaring devices, chemical repellents, habitat manipulation, use of decoy food sources and exclusion netting. Lethal methods of control involve shooting, trapping and poisoning. In many situations lethal control methods have little effect on reducing damage. Shooting is used either to directly reduce numbers of pest birds through killing or more commonly as a scaring or dispersal strategy.

Shooting may have short-term advantages but the technique is often labour intensive, opportunistic and may have limited value in bird control.

This standard operating procedure (SOP) is a guide only; it does not replace or override the legislation that applies in the relevant state or territory jurisdiction. The SOP should only be used subject to the applicable legal requirements (including OH&S) operating in the relevant jurisdiction.

### Application

- Shooting should only be used in a strategic manner as part of a coordinated program designed to achieve sustained effective control.
- A management plan that specifically targets the main pest species should be developed. Birds differ greatly in their ecology and behaviour and this influences the way in which they respond to different forms of control.
- Problem bird species and the damage they cause includes:
  - *Common starling*: causes damage to fruit (particularly grapes and cherries), vegetable and cereal crops. Implicated in carrying and transmitting diseases to man and other animals. Competes with native species for nest hollows.
  - *Common myna*: causes damage to fruit and grain crops. Commensal roosting and nesting habits creates aesthetic and human health concerns. Competes with native species for nest hollows.
  - *Sulphur-crested cockatoo, little corella*: damages ripening sunflower crops, fruit and nut crops.
  - *Galah*: causes damage to germinating cereal crops.
  - *Sparrow*: causes damage to fruit vegetable, grain and oilseed crops; competes with native species for nest hollows.
  - *Pigeon*: roosting sites cause fouling damage (from build-up of faeces) in urban areas. Implicated in carrying and transmitting diseases to man and other animals.
  - *Crows and ravens (corvids)*: consume fruits and grains. May prey upon sick, dying or mismothered lambs and can injure sheep.

- Shooting is often used as a scaring strategy to train the birds to associate the sharp, sudden noise with real danger and subsequently, a fear of humans and human activities. Birds can be frightened away without attempts to kill them although small numbers of birds are usually killed with a view to enhance the scaring effect.
- Shooting as a lethal method can be effective in reducing localised populations of birds when low numbers are involved. However, it is labour intensive, costly and rarely effective in achieving long-term reductions in bird numbers or associated damage. Other birds will often move into an area to take the place of those that are killed. Also, some species of bird, particularly parrots, learn to avoid shooters.
- Shooting may actually increase the damage levels in some crops, where birds may drop the fruit or seed head they are feeding on when scared off, and then attack a new one on their return.
- Control of pest birds must be implemented in accordance with any relevant State, Territory and Commonwealth legislation. Permits may be required for the control of some species. Contact the relevant State/Territory fauna agency for further details.
- Shooting of pest birds should only be performed by skilled operators who have the necessary experience with firearms and who hold the appropriate licences and accreditation. Storage and transportation of firearms and ammunition must comply with relevant legislation requirements.



*Long-billed corellas are declared pests in Western Australia.  
Image: Gary Tate*

## Animal welfare considerations

### Impact on target animals

- Humaneness of shooting as a control technique depends almost entirely on the skill and judgement of the shooter. If properly carried out, it is one of the most humane methods of destroying pest birds. On the other hand, if inexpertly carried out, shooting can result in wounding which may cause considerable pain and suffering.
- Shooting must be conducted in a manner which maximises its effect thus causing rapid death. This requires the use of appropriate firearms and ammunition.
- Shooters should not shoot at a bird unless it is clearly visible and they are confident of killing it with a single shot.
- The shooter should aim to have the bird in the centre of the pattern at the point of impact.
- Only one bird should be targeted at a time. Shooting with a shotgun at a group of birds flying overhead often results in welfare problems as the birds aligned with the central cluster of pellets will usually be fatally injured, but those at the perimeter of the volley may only be hit by one or two pellets and stand a good chance of surviving. These birds are likely to experience suffering.
- Wounded birds must be located and killed as quickly and humanely as possible with either a second shot preferably directed to the head or in restrained or immobile birds, a blow to the rear of the skull to destroy the brain. If left, wounded birds can suffer from the disabling effects of the injury, from sickness due to infection of the wound, from pain created by the wound or from thirst or starvation if unable to drink or eat. Wing fractures, which increase the likelihood of being taken by a predator, are common in wounded birds.
- A trained dog may be used to locate and recover wounded birds as quickly as practicable. The dog must be adequately controlled to prevent it from chasing or catching birds that are not wounded. Dogs should only be trained to retrieve wounded birds, under the direction of the handler, without causing physical injury to the bird. For further information on the use of dogs refer to *GEN004 The care and management of dogs used for pest animal control*.

- If possible, shooting should be avoided at time when birds are nesting and there are dependent young present. If dependent young are found they should be killed quickly and humanely.

## Impact on non-target animals

- Shooting is relatively target specific and does not usually impact on other species. However, there is always a risk of injuring or killing non-target animals, including protected birds that have been mistaken for a pest bird. Only shoot at the target bird once it has been positively identified and never shoot over the top of hills or ridges as other animals or people may be out of sight beyond the hill in the danger zone.

## Health and Safety Considerations

- Care must be taken when handling birds as they may carry diseases such as psittacosis (chlamydiosis), aspergillosis, erysipelas, yersiniosis and salmonellosis that can affect humans and other animals. Routinely wash hands after handling all birds. Personal protective equipment, especially face masks, are recommended when handling bird carcasses to reduce the risk of contracting disease.
- Firearms are potentially hazardous. All people should stand well behind the shooter when an animal is being shot. The line of fire must be chosen to prevent accidents or injury from stray bullets or ricochets.
- Firearm users must strictly observe all relevant safety guidelines relating to firearm ownership, possession and use.
- Firearms must be securely stored in a compartment that meets state legal requirements. Ammunition must be stored in a locked container separate from firearms.
- Adequate hearing protection should be worn by the shooter and others in the immediate vicinity of the shooter. Repeated exposure to firearm noise can cause irreversible hearing damage.
- Safety glasses are recommended to protect the eyes from gases, metal fragments and other particles.

## Equipment Required

### Firearms and ammunition

- The type of firearm, ammunition and ammunition loads should be appropriate to the species being targeted as well as the location where shooting will occur. A summary of recommended firearms, shot sizes and ranges for some bird species can be found in Table 1.
- Shotguns are recommended for most birds. Twelve gauge shotguns are commonly used but smaller gauges such as the 410 are effective on smaller birds.
- Non-toxic shot (eg tungsten-bismuth-tin, bismuth, tungsten-iron, steel, bismuth-tin, zinc etc) must be used. Lead shot is potentially toxic to a range of species and is illegal in some areas. Animals may be poisoned by lead in one of two general ways:
  - Species such as waterfowl mistake spent shot for food or grit and ingest it from wetland or terrestrial environments.
  - Other species, especially eagles and other raptors, and scavengers, ingest pellets when they consume prey that have been shot with shotgun ammunition and are carrying shot pellets embedded in their tissues.
- If intending to use steel shot ensure that it is safe and effective to do so in your gun. Steel pellets should only be discharged in modern guns that are capable of withstanding the extra stresses produced.
- When using shotguns, ensure that the choke configuration delivers a dense pattern on the target within the specified distances. For larger birds tighter chokes are preferred eg ½ to full.
- Centrefire rifles are suitable for large birds such as emus.
- On some occasions birds such as pigeons need to be shot inside shelters, sheds or other buildings. Air rifles are suitable for this task but they must have sufficient power (eg 1,000 feet / second in .17 calibre or 750 feet / second in .22 calibre) to kill humanely and consistently. They must also be fitted with a telescopic sight and because of their high recoil; a sight specifically designed for pneumatic air rifles is required. Magnification of 4x is suitable and ranges kept under 25 metres to ensure adequate energy is applied to the target. Alternatively .22 rim fire shot cartridge can be used in buildings or shelters. This round is the ordinary .22 rimfire loaded with very fine No. 11 shot (generally known as .22 rat shot or .22 bird shot). Because of their poor patterning characteristics and light weight shot, 15 metres should be regarded as maximum range. Normally the pellets will not penetrate galvanised iron.

- The accuracy and precision of firearms should be tested against inanimate targets prior to the commencement of any shooting operation. Pattern your chosen gun/cartridge/choke combination before shooting to check your accuracy and that the pattern is adequate for the intended target bird.

## Other equipment

- first aid kit
- lockable firearm box
- lockable ammunition box



*Common starling. Image: Brian Lukins*

## Procedures

### Identification of birds

- Shooters should have sufficient knowledge and skill to identify the bird species causing the damage. If the identification of the bird is in doubt it must not be shot.

### Conduct of shooting

- Shooting should only be conducted during daylight hours. Shooting in poor light conditions makes it difficult to correctly identify birds and to search for wounded birds. Also, accurate marksmanship may be compromised.
- Shooting should not be conducted in adverse weather conditions where birds cannot be shot and located/ retrieved in a safe and humane manner.
- Birds must NOT be shot from a moving vehicle or other moving platform. Ensure you are in a firm, safe and stable position before taking a shot.

### Target bird and point of aim

- Only one bird should be targeted at a time. The shooter should aim to have a single bird in the centre of the shot pattern at the point of impact. Shooting at a flock is not an acceptable practice.
- The objective is to fire at the closest range practicable in order to reduce the risk of non-lethal wounding. Accuracy is important to achieve a humane death. One shot should ensure instantaneous loss of consciousness and rapid death without resumption of consciousness.
- A pest bird should only be shot at when:
  - It can be clearly seen and identified
  - It is within the effective range of the firearm and ammunition being used
  - A humane kill is highly probable. If in doubt, do NOT shoot.
- For most small to medium birds, the point of aim should be the centre of the birds' chest.
- For large birds such as emus, a shot to the brain, using a shotgun, is preferred when the bird is in close range (<30 m). If the bird is > 30 metres from the shooter, a chest shot using a large calibre centrefire rifle (eg .243) should be used.
- When using a rifle, the target bird must be stationary and within a range that permits accurate placement of the shot.
- When using a shotgun, the target bird may be stationary or mobile, but must be no more than 30 metres from the shooter. The pattern of shot should be centred on the brain (for large birds) or chest (for small to medium birds). It is essential that

the distance to the target bird is accurately judged. To achieve adequate penetration of shot, the bird must be in range. It is recommended that shooters practice estimating distances before a shooting operation.

- See notes above in Firearms and Ammunition on the use of air rifles on small birds.
- The target bird should be checked to ensure it is dead before moving on to the next bird. When targeting multiple birds in a flock, a number of birds will need to be shot in rapid succession. In this case, the birds in the group should be checked to ensure they are dead before moving on to the next group. Death of shot birds should always be confirmed by observing the following: — absence of movement — absence of rhythmic, respiratory movements. — absence of heart beat – feel the chest between thumb and forefinger — absence of eye protection reflex (corneal reflex) or 'blink'.

If death cannot be verified, a second shot to the head should be taken immediately or the bird killed with a blow to the skull using a heavy instrument to destroy the brain.

- Killed birds must be collected and disposed of in an appropriate manner in accordance with acceptable practices as required by local councils and applicable state or federal regulations.



Rock dove roosting under an awning. Image: Brian Lukins

Table 1: Firearms, shot size specifications and ranges for the humane destruction of birds.

This information has been extracted from the Code of Practice for the *Humane Destruction of Birds by Shooting in South Australia* published by SA National Parks and Wildlife Service, February 2001.

Bird species	Firearm	Shot size	Optimum range (metres)	Effective range (metres)
Small birds up to starling size (eg silvereyes, sparrows)	410 shotgun	10's	15	25
	12 gauge shotgun	10's -12's	30	30
Blackbirds, starlings	410 shotgun	7's -9's	15	25
	12 gauge shotgun	7's -9's	30	30
Red wattlebirds, rosellas, lorikeets	12 gauge shotgun	6's – 8's	30	30
Birds up to teal size (eg galahs, little corellas, silver gulls, feral pigeons, chestnut teal, grey teal, pink-eared duck, white-eyed duck)	12 gauge shotgun	4's to 6's	30	30



Birds up to mountain duck size (eg long-billed corellas, sulphurcrested cockatoos, cormorants, magpies, crows, ravens, black duck, wood duck, mountain duck)	12 gauge shotgun	3's to 5's	30	40
Cape barren geese	Centrefire rifle with telescopic sights  12 gauge shotgun	Manuf. specs.  1's, 2's (36g)	50  30	200  40
Emu	Centrefire rifle –heart shot only  12 gauge shotgun – head shot (injured birds only)	Manuf. specs.  1's, 2's	50  5	100  10

## Further information

Contact the relevant federal, state or territory government agency from the following list of websites:

- Australian Department of the Environment and Energy <http://www.environment.gov.au/>
- Australian Department of Agriculture and Water Resources <http://www.agriculture.gov.au/>
- ACT Territory and Municipal Services Directorate <http://www.act.gov.au/browse/topics/environment>
- NSW Department of Primary Industries <http://www.dpi.nsw.gov.au/>
- NT Department of Environment and Natural resources <http://lrn.nt.gov.au/>
- Qld Department of Agriculture and Fisheries <http://www.daff.qld.gov.au/>
- Biosecurity SA, SA Department of Primary Industries and Regions <http://www.pir.sa.gov.au/biosecuritysa>
- Tas Department of Primary Industries, Parks, Water and Environment <http://www.dpiw.tas.gov.au/>
- Vic Department of Primary Industries <http://www.dpi.vic.gov.au/>
- WA Department of Agriculture and Food <http://www.agric.wa.gov.au>

Also refer to:

- Centre for Invasive Species Solutions <https://invasives.com.au/>

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15. UFAW (1976). *Humane destruction of unwanted animals*. Universities Federation for Animal Welfare, Potters Bar, England.



Galahs. Image: Brian Lukins

The Centre for Invasive Species Solutions manages these documents on behalf of the Environment and Invasives Committee (EIC). The authors of these documents have taken care to validate the accuracy of the information at the time of writing. This information has been prepared with care but it is provided “as is”, without warranty of any kind, to the extent permitted by law.

## Connect with Government

It is important to connect with the relevant government authorities to ensure you have the right permits in place being undertaking pest bird management.

### Connect

## How to reference this page:

Trudy Sharp, 2012. Shooting of pest birds. Standard Operating Procedure. PestSmart website. <https://pestsmart.org.au/toolkit-resource/shooting-of-pest-birds> accessed 17-06-2022

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## Ordinary Council Meeting 21 March 2024

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***Attachment 1- 11.1.3a Shire of Morawa 2024-2029 Local  
Emergency Management Arrangements  
(LEMA)***

***Attachment 2- 11.1.3b Shire of Morawa 2024-2029  
Recovery Plan***

***Item 11.1.3- Adoption of 2024-2029 Local  
Emergency Management  
Arrangements (LEMA)***

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# LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

2024 – V1.0

**Approved by LEMC meeting:**  
**Date of LEMC Review Approval:**

**Date of LEMC Endorsement:**  
**Date of LG Endorsement:**

**Review Date:**

- ☐ Public Copy
- ☐ Restricted Copy



These Arrangements have been produced and issued under the authority of S41 (1) of the Emergency Management Act 2005, endorsed by the Morawa Local Emergency Management Committee (LEMC) and have been tabled with the Midwest Gascoyne District Emergency Management Committee (DEMC).

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Chairperson LEMC

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Date

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Endorsed by Council

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Date

<b>DISTRIBUTION MATRIX .....</b>	<b>5</b>
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<b>AMENDMENT RECORD .....</b>	<b>6</b>
-------------------------------	----------

<b>GENERAL ACRONYMS USED IN THESE ARRANGEMENTS .....</b>	<b>8</b>
--	----------

<b>PART 1 – INTRODUCTION .....</b>	<b>9</b>
------------------------------------	----------

1.1 AUTHORITY .....	9
1.2 COMMUNITY CONSULTATION .....	9
1.3 DOCUMENT AVAILABILITY .....	9
1.4 AREA COVERED .....	9
1.5 AIM.....	10
1.6 PURPOSE .....	10
1.7 SCOPE.....	11
1.8 RELATED DOCUMENTS .....	11
1.9 LOCAL EMERGENCY MANAGEMENT POLICIES.....	11
1.10 EXISTING PLANS AND ARRANGEMENTS.....	11
1.11 AGREEMENTS, UNDERSTANDINGS AND COMMITMENTS .....	12
1.12 SPECIAL CONSIDERATIONS .....	12
1.13 SPECIAL NEEDS GROUPS .....	12
1.14 RESOURCES .....	12
1.15 ROLES & RESPONSIBILITIES.....	13
LEMC EXECUTIVE .....	16

<b>PART 2 – PLANNING .....</b>	<b>16</b>
--------------------------------	-----------

2.1 LEMC MEMBERSHIP .....	16
2.2 MEETING SCHEDULE .....	17
2.3 CONSTITUTION & PROCEDURES.....	17
2.4 ANNUAL REPORTING .....	18
2.5 ANNUAL BUSINESS PLAN .....	ERROR! BOOKMARK NOT DEFINED.
2.7 EMERGENCY RISK MANAGEMENT .....	18

<b>PART 3 – SUPPORT TO RESPONSE .....</b>	<b>19</b>
---	-----------

3.1 RISKS – EMERGENCIES LIKELY TO OCCUR & RESPONSIBLE HMA.....	19
3.2 INCIDENT SUPPORT GROUP .....	20
3.2.1 ROLE .....	20
MEMBERSHIP OF AN ISG .....	20
3.2.2 TRIGGERS FOR AN ISG.....	20
3.2.3 FREQUENCY OF MEETINGS .....	21
3.2.4 LOCATION OF ISG MEETINGS .....	21
3.3 MEDIA MANAGEMENT AND PUBLIC INFORMATION .....	21
3.4 CRITICAL INFRASTRUCTURE.....	22
3.5 FINANCIAL ARRANGEMENTS .....	22
3.6 EVACUATION .....	22
3.6.1 EVACUATION PLANNING PRINCIPLES.....	22

<b>3.6.2</b>	<b>EVACUATION MANAGEMENT .....</b>	<b>23</b>
<b>3.7</b>	<b>VULNERABLE GROUPS .....</b>	<b>23</b>
<b>3.8</b>	<b>ROUTES AND MAPS .....</b>	<b>23</b>
<b>3.9</b>	<b>RELIEF .....</b>	<b>23</b>
<b>3.10</b>	<b>EVACUATION CENTRE COORDINATOR .....</b>	<b>24</b>
<b>3.11</b>	<b>LOCAL RELIEF LIAISON OFFICER .....</b>	<b>25</b>
<b>3.12</b>	<b>STATE AND NATIONAL REGISTRATION AND INQUIRY .....</b>	<b>25</b>
<b>3.13</b>	<b>ANIMALS .....</b>	<b>25</b>
<b>3.14</b>	<b>EVACUATION CENTRES .....</b>	<b>25</b>
<b>PART 4 – RECOVERY .....</b>		<b>26</b>
<b>PART 5 –EXERCISING, REVIEWING AND REPORTING .....</b>		<b>26</b>
<b>PART 6 –APPENDIXES .....</b>		<b>27</b>
<b>APPENDIX 1. RISK REGISTER .....</b>		<b>27</b>
<b>APPENDIX 2. ISG MEETING LOCATIONS.....</b>		<b>29</b>
<b>APPENDIX 3. EVACUATION CENTRE INFORMATION .....</b>		<b>30</b>
<b>APPENDIX 4. CRITICAL INFRASTRUCTURE.....</b>		<b>38</b>
<b>APPENDIX 5. SPECIAL NEED GROUPS .....</b>		<b>39</b>
<b>APPENDIX 6. LOCAL DISTRICT MAPS .....</b>		<b>40</b>
<b>APPENDIX 7. RESOURCE REGISTER.....</b>		<b>44</b>

**DISTRIBUTION MATRIX**

This document will be distributed in full including appendices to all members of the Morawa LEMC.

A public version not containing appendices will be made available on the Shire of Morawa's website.

**Distribution**

<u>Organisation</u>	<u>Location/Officer</u>	<u>No of Copies</u>
<b>SHIRE OF MORAWA</b>		
Shire of Morawa	CEO	1
Shire of Morawa	EMCCS	1
Shire of Morawa	Works Manager	1
Shire of Morawa	Shire President	1
<b>LOCAL EMERGENCY MANAGEMENT COMMITTEE</b>		
LEMC Chair	Shire of Morawa Council Member	1
Executive Officer	CESM	1
WA Police	Morawa Police Station	1
WA Police	Perenjori Police Station	1
Dept. of Communities	Geraldton	1
St John Ambulance	Morawa	1
Fire Services	Morawa CBFCO Morawa VFES Brigade	2
DFES Regional Office	Geraldton	1
St John Ambulance Community Paramedic	Dongara	1
Morawa District Hospital	Morawa	1
Parks & Wildlife Service	Geraldton	1
<b>ADJOINING SHIREs/LEMCS:</b>		
Shire of Perenjori	LEMC	1
Shire of Mingenew	LEMC	1
Shire of Carnamah	LEMC	1
Shire of Three Springs	LEMC	1
Shire of Yalgoo	LEMC	1
City of Greater Geraldton	LEMC	1

**AMENDMENT RECORD**

Suggestions and comments from the community and stakeholders can help improve these arrangements and subsequent amendments.

Feedback can include:

- What you do and / or don't like about the arrangements.
- Unclear or incorrect expression.
- Out of date information or practices.
- Inadequacies; and
- Errors, omissions, or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward to:

Chairperson  
Local Emergency Management Committee  
Shire of Morawa  
PO Box 14  
Prater Street  
MORAWA WA 6623

The Chairperson will refer any correspondence to the LEMC for consideration and/or approval. Amendments promulgated are to be certified in the following table, when updated.

**Amendment Record**

<u>Amendment</u>		<u>Details of Amendment</u>	<u>Amended by</u>
<u>No.</u>	<u>Date</u>		<u>*Initial/Date</u>
01	December 2017	Complete review of 2012 LEMA with new version due for submission to LEMC, DEMC, and SEMC.	CESM District Advisor CEO
02	March 018	Review of Arrangements carried out in conjunction With Shire CEO, WAPOL OIC & CESM	R Ryan CESM
03	May 2018	Document review & update	R Ryan CESM
04	Oct 2018	Approved by DEMC & SEMC	R Ryan CESM
05	Nov 2018	Update of contact numbers	R Ryan CESM
06	Dec 2020	Update and review of names	R Ryan CESM
07	Feb 2024	Complete review of document	R Ryan CESM & DEMA

## Glossary of Terms

Terminology used throughout this document shall have the meaning as prescribed in either Section 3 of the Emergency Management Act 2005 or as defined in the State EM Glossary.

**District:** means an area of the State that is declared to be a district under Section 2.1 Local Government Act 1995.

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

**Local Emergency Management Committee (LEMC):** Means a committee established under Section 38 of the Emergency Management Act 2005

**Municipality:** Means the district of the local government.

**Preparedness:** Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. See also **comprehensive approach** in the State EM Glossary.

**Risk register:** A register of the risks within the local government that is identified through the Community Emergency Risk Management process.

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

**Treatment options:** A range of options identified through the emergency risk management process, to select appropriate strategies which minimize the potential harm to the community.

**Vulnerability:** Vulnerability the characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard. There are many aspects of vulnerability, arising from various physical, social, economic, and environmental factors that vary within a community and over time.

For further Acronyms refer to the State EM Glossary.



## **GENERAL ACRONYMS USED IN THESE ARRANGEMENTS**

<b>BFB</b>	Bush Fire Brigade
<b>BFS</b>	Bush Fire Service
<b>BoM</b>	Bureau of Meteorology
<b>SMO</b>	Shire of Morawa
<b>DC</b>	Department of Communities
<b>DBCA/P&amp;W</b>	Parks and Wildlife – Dept. Biodiversity Conservation and Attractions
<b>DEMC</b>	District Emergency Management Committee
<b>DFES</b>	Department of Fire and Emergency Services
<b>ECC</b>	Emergency Coordination Centre
<b>EVC</b>	Emergency Evacuation Centre
<b>EM</b>	Emergency Management
<b>FRS</b>	Fire & Rescue Services
<b>HMA</b>	Hazard Management Agency
<b>ISG</b>	Incident Support Group
<b>LEC</b>	Local Emergency Coordinator
<b>LEMA</b>	Local Emergency Management Arrangements
<b>LEMC</b>	Local Emergency Management Committee
<b>LGA</b>	Local Government Authority
<b>LRC</b>	Local Recovery Coordinator
<b>LRCG</b>	Local Recovery Coordinating Group (Committee)
<b>OEM</b>	Office of Emergency Management
<b>TWS</b>	Telephone Warning System
<b>SEC</b>	State Emergency Coordinator
<b>SEMC</b>	State Emergency Management Committee
<b>SES</b>	State Emergency Service
<b>SEWS</b>	Standard Emergency Warning Signal
<b>SOP</b>	Standard Operating Procedures
<b>WAPOL</b>	Western Australia Police

## **PART 1 – INTRODUCTION**

### **1.1 Authority**

These arrangements have been prepared in accordance with s41(1) of the *Emergency Management Act 2005*, endorsed by the Morawa Local Emergency Management Committee and approved by the Morawa Local Emergency Management Committee.

### **1.2 Community Consultation**

The community has been consulted through forums and through the LEMC committee members. The Community of Morawa has been consulted and made aware of the LEMA and the purpose of the documents/Arrangements.

### **1.3 Document Availability**

In accordance with S43 of the *Emergency Management Act 2005* a copy of these arrangements is available for inspection free of charge by members of the public during office hours at the Shire of Morawa Council office. These arrangements will also be available via the Councils' website.

Copies of these Arrangements shall be distributed to the following and shall be free of charge during office hours:

- Shire's Website in PDF format
- Stakeholder and LEMC agencies and organisations
- Related committees
- DFES Regional Office
- Midwest Gascoyne District Emergency Management Committee
- State Emergency Management Committee (Secretary) – electronic format

### **1.4 Area Covered**

The Shire of Morawa is situated in the North Midlands area of Western Australia approx. three and a half hours drive or 370km North of Perth (via Three Springs), approx. 180km east southeast from Geraldton and approx. 114km east of Dongara.

Morawa is bordered by the Shire of Mullewa to the North, Perenjori to the South, Mingenew and Three Springs to the West and Yalgoo to the East.

Morawa is an Aboriginal name, first shown on maps of the area for a rock hole in 1910. It is possibly derived from "Morowa" or "Morowar", the Dalgite, a small marsupial which burrows into the earth. A Dalgite is a type of bilby. Another possible meaning is "the place where men are made". This is probably a reference to initiation ceremonies conducted in the area by the Aboriginal inhabitants.

Predominantly an agriculturally based shire, Morawa boasts excellent tourism facilities and attractions (particularly during the Spring wildflower season), a rich history, great business incentives and an active mining industry that has only recently been redeveloped.

With the construction of a multi-million-dollar health centre, excellent education options and first-rate sporting facilities our community services are also thriving. In recent years' tourism has played an increasingly important role in our Economic Development.

The Shire of Morawa supports a population of approximately 950 people, and includes the localities of Canna, Gutha, Pintharuka, Merkanooka and Koolanooka.

The population of Morawa town site is estimated at 500 people and 450 for the remainder of the Shire. For a number of years up until 1991 the population had been declining but has remained stable since. About 3% of the population are Aboriginal.

Morawa covers just over 350,000 hectares (3,528 km<sup>2</sup>) consisting of agricultural and pastoral land, mining leases, Crown land, reserves, and town sites. The area of remnant vegetation in the Shire equates to 22,224 hectares of private land, 54,007 hectares of public land and 15,825 hectares of private land modified for grazing purposes.

The region is renowned for a diversity of flora that is seldom equalled, with this being attributed to the diversity of landform and soil types that are present within the district. In the Shire of Morawa, you will see everything from large flat plains, to rolling hills and rugged breakaway country. Approximately 12,800 hectares of land in the Shire is salt affected land or salt lakes.

2017 Morawa Figures:

- 3,517 sq. km
- Population 698
- No. Dwellings 405
- LG Employees 34

## **1.5 Aim**

The aim of this document is to define the management of identified risks and provide detail on proposed planning, response, and recovery activities for the Shire of Morawa.

## **1.6 Purpose**

The purpose of these arrangements is to set out:

- The Shire of Morawa's policies for emergency management.
- The roles and responsibilities of public authorities and other agencies involved in emergency management in the Shire of Morawa.
- Provisions about the coordination of emergency operations and activities relating to emergency management.
- A description of emergencies that are likely to occur in the LGA.
- Strategies and priorities for emergency management.

- Other matters about emergency management in the Shire of Morawa prescribed by the regulations; and
- Other matters about emergency management in the Shire of Morawa that the Council considers appropriate.

## 1.7 Scope

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

Furthermore:

- This document applies to the LGA of the Shire of Morawa.
- This document covers areas where the Shire of Morawa provides support to HMA's in the event of an incident.
- This document details the Shire of Morawa's capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- The Shire of Morawa's responsibility for recovery management.

These arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state, or federal level.

## 1.8 Related Documents

This document covers the key arrangements to enable the delivery of integrated and coordinated emergency management to the Shire of Morawa. The Shire of Morawa currently does not have any policies that specifically relates to emergency management, unique to this local government area.

## 1.9 Local Emergency Management Policies

Document	Owner	Date
Bushfire Policies & Guidelines	Shire	Jan 22

## 1.10 Existing Plans and Arrangements

Document	Owner	Date
Site Emergency Management Plan – CBH	Shire of Morawa	2023
Karara Mine Site	Karara Mining Ltd	2022
EMP	Morawa District High School	2023
EMP	Morawa Ag College	2023

## 1.11 Agreements, Understandings and Commitments

This is a list formal agreements or MOUs that are in between the Shire of Morawa and other local governments, organisations, or industries in relation to the provision of assistance during times of need are in place. Currently this is under review.

Parties to the Agreement	Summary of the Agreement	Special Considerations
No Current formal MOUs		

## 1.12 Special considerations

Special considerations include.

- Wildflower season: April – September
- Annual migration of the “Grey Nomads”: April – September
- Various car rallies & Speedway Events
- School Sports Events
- Seasonal conditions e.g., bushfires, cyclones, storms, flood
- Charity Bike Rides
- Mountain Bike runs.

## Special Needs Groups

Special needs groups are available at Appendix 5 and are reviewed periodically to ensure accuracy. These groups include schools, culturally and linguistically diverse groups and retirement villages.

- Special needs group may have been identified through the medical service and documented through medical records and cultural processes.

## 1.14 Resources

The Hazard Management Agency (HMA) is responsible for the determination of resources required to combat the hazards for which they have responsibility. The Shire of Morawa has conducted a broad analysis of resources available within the Shire of Morawa including the Farming, pastoral properties, Mining Leases, with major resources collated these listed in the Shire of Morawa Emergency Resources and these are recorded in the Shire of Morawa Contacts and Resources Register (Restricted document).

## 1.15 Roles & Responsibilities

As stated in Emergency Management Regulations, the following table outlines descriptions and responsibilities of key positions in relation to local community emergency management.

Local role	Description of responsibilities
Local government	The responsibilities of the Shire of Morawa are defined in Section 36 of the EM Act.
Local emergency coordinator	The responsibilities of the LEC are defined in Section 37 of the EM Act.
Local recovery coordinator	To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.
Evacuation Centre Coordinator	<p>The Evacuation Centre Coordinator is appointed by the DC Regional Executive Director to:</p> <ul style="list-style-type: none"> <li>• Establish, chair, and manage the activities of the Local Relief Emergency Committee, where determined appropriate by the Regional Executive Director.</li> <li>• Prepare, promulgate, test, and maintain the Local Emergency Relief and Support Plans (LERP).</li> <li>• Represent the department and the emergency relief function on the Local Emergency Management Committee and Local Recovery Committee.</li> <li>• Establish and maintain the Local Emergency Relief and Support Coordination Centre.</li> <li>• Ensure personnel and organisations are trained and exercised in their emergency relief and support responsibilities.</li> <li>• Coordinate the provision of emergency relief services during response and recovery phases of an emergency; and</li> <li>• Represent the department on the Incident Management Group when required.</li> </ul>
Local Government liaison officer	During an evacuation where a local government facility is utilised by DC provide advice, information, and resources regarding the operation of the facility.
LG liaison officer (to the ISG/IMT)	During a major emergency the liaison officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in the LEMA.
Local government – Incident management	<ul style="list-style-type: none"> <li>• Ensure planning and preparation for emergencies is undertaken</li> <li>• Implement procedures that assist the community and emergency services deal with incidents</li> <li>• Ensure that all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role</li> </ul>



	<ul style="list-style-type: none"> <li>• Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires emergency response capability.</li> <li>• Liaise with the incident controller (provide liaison officer)</li> <li>• Participate in the ISG and provide local support</li> <li>• Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support the DC.</li> </ul>
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken.
LEMC Deputy Chair	Provides leadership and support to the LEMC in the absence of the Chair
LEMC Executive Officer	<p>Provide executive support to the LEMC by:</p> <ul style="list-style-type: none"> <li>• Provide secretariat support including: – Meeting agenda; – Minutes and action lists; – Correspondence; – Committee membership contact register.</li> <li>• Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including – Annual Report; – Annual Business Plan; – Local Emergency Management Arrangements.</li> <li>• Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and</li> <li>• Participate as a member of sub-committees and working groups as required;</li> </ul>
Local Emergency Management Committee	<p>The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.</p> <p>The LEMC is not an operational committee but rather the organisation established by the local government to ensure that local emergency management arrangements are written and placed into effect for its district.</p> <p>The LEMC membership must include at least one local government representative and the identified Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.</p> <p>The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.</p> <p>The functions of LEMC are [s. 39 of the Act]:</p>

	<p>To advise and assist the local government in establishing local emergency managements for the district.</p> <ul style="list-style-type: none"> <li>• to liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and</li> <li>• To carry out other emergency management activities as directed by SEMC or prescribed by regulations.</li> </ul> <p>Other Functions of the LEMC.</p>
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency. The function of a Controlling Agency is to.</p> <ul style="list-style-type: none"> <li>• undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness.</li> <li>• control all aspects of the response to an incident. During Recovery the Controlling Agency will ensure effective transition to recovery.</li> </ul>
Hazard Management Agency	<p>A hazard management agency is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [EM Act 2005 s4] The HMAs is prescribed in the Emergency Management Regulations 2006. Their function is to:</p> <ul style="list-style-type: none"> <li>• Undertake responsibilities were prescribed for these aspects [EM Regulations]</li> <li>• Appoint Hazard Management Officers [s55 Act]</li> <li>• Declare / revoke emergency situation [s 50 &amp; 53 Act]</li> <li>• Coordinate the development of the State Hazard Plan or that hazard [State EM Policy Section 1.5]</li> <li>• Ensure effective transition to recovery by local government</li> </ul>
Combat Agency	<p>A Combat Agency as prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise, and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p>
Support Organisation	<p>A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (State EM Glossary)</p>
Emergency Management Agency	<p>A Hazard Management Agency (HMA), Combat agency or Support organisation as prescribed under the provisions of the Emergency Management Act 2005</p>

## LEMC Executive

<b>Chair</b>	Shire of Morawa Councillor
<b>Deputy Chair</b>	OIC Morawa Police Station
<b>Executive Officer</b>	Council staff member/CESM

## PART 2 – PLANNING

This section outlines the minimum administration and planning requirements of the LEMC under the Emergency Management Act 2005 & policies.

### 2.1 LEMC Membership

The Shire of Morawa has established a LEMC to plan, administer and test the local emergency management arrangements.

Membership of the LEMC is representative of the agencies, community groups, non-government organisations and expertise relevant to the identified community hazards and risks and emergency management arrangements.

<b>Executive</b>	
Chair:	Shire of Morawa Councillor / CEO
Deputy Chair:	Officer in Charge / LEC Morawa Police
Executive Officer:	Shire of Morawa Staff member/CESM
Local Recovery Coordinator:	Shire of Morawa CEO
Administrative Support:	Shire of Morawa Administrative Support Officer
<b>HMA's</b>	
Shire of Morawa	Chief Bush Fire Control Officer
DBCA Parks & Wildlife	District Fire Coordinator
Department of Fire & Emergency Services	District Officer /Area Officer District Emergency Management Advisor
Dept. of Transport	Regional Manager
Health	Regional Director
Agriculture & Food	Site Manager
Police Morawa	Officer in Charge OIC
<b>Emergency relief and support</b>	
Centrelink	Team Leader

Department of Communities	Regional Coordinator Emergency Relief and Support
Red Cross	Team Leader
Salvation Army	Lieutenant
Utilities	
Alinta Gas	Local Manager
Main Roads WA	Network Manager
Telstra	Area Manager
Additional Membership as directed by Local Government	
St John Ambulance	Regional Manager/Community Para Medic
Shire of Morawa	Executive Manager Corporate & Community Services
DFES	Regional Superintendent
WALGA	
Department of Education	Morawa SHS & Ag Collage

## 2.2 Meeting Schedule

Preparedness Procedure 3.7 states that 'LEMC's shall meet every three months and as required.' The Morawa LEMC schedules meetings in February, May, August & November each year. The LEMC may convene a special meeting if required for example after any major emergency incident.

## 2.3 Constitution & Procedures

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

- a) Every meeting:
  - i. Confirmation of local emergency management arrangements contact details.
  - ii. Review of any post-incident reports and post exercise reports generated since last meeting.
  - iii. Progress of emergency risk management process.
  - iv. Progress of treatment strategies arising from emergency risk management process.
  - v. Progress the development or review of local emergency management arrangements; and
  - vi. Other matters determined by the local government.
- b) First quarter:
  - i. Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC).
  - ii. Begin developing annual business plan.
- c) Second quarter:
  - i. Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report).
  - ii. Finalisation and approval of annual business plan.
- d) Third quarter:

I. Identify emergency management projects for possible grant funding.

e) Fourth quarter:

I. National and State funding nominations.

## 2.4 Annual Reporting

The annual report of the LEMC is to be completed and submitted to the DEMC within two (2) weeks of the end of the financial year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the annual report to the Executive Officer of the DEMC.

The LEMC annual report is to contain, for the reporting period:

- a) a description of the area covered by the LEMC,
- b) a description of activities undertaken by it, including.
  - i. the number of LEMC meetings and the number of meetings each member, or their deputy, attended,
  - ii. a description of emergencies within the area covered by the LEMC involving the activation of an Incident Support Group (ISG),
  - iii. a description of exercises that exercised the local emergency management arrangements for the area covered by the LEMC,
  - iv. the level of development of the local emergency management arrangements for the area covered by the LEMC.
  - v. the level of development of the local recovery plan for the area covered by the LEMC,
  - vi. the progress of establishing a risk register for the area covered by the LEMC, and
  - vii. a description of major achievements against the Annual Business Plan.
- c) the text of any direction given to it by the local government that established it.
- d) the major objectives of the annual business plan of the LEMC for the next financial year.

[Emergency Management Preparedness Procedure 3.17](#) – Annual Reporting refers.

## 2.5 Emergency Risk Management

The LEMC has undertaken the emergency risk management process in accordance with Standards Australia AS/NZS 31000:2009 Risk Management within a community emergency risk management context.

A risk register has been developed and is included in Appendix 1 and will be continuously reviewed in collaboration with relevant public authorities and/or any other relevant agencies or community groups as appropriate. This register contains descriptions of emergencies likely to occur, and priorities.

## PART 3 – SUPPORT TO RESPONSE

### 3.1 Risks – Emergencies Likely to Occur & Responsible HMA

The LEMC identified the following hazards within the Shire of Morawa from the emergency risk management process.

Hazard	HMA	State Hazard Plan (Date)
Animal & Plant Biosecurity	Dept. Primary Industries and Regional Development	Animal & Plant Biosecurity 2023
Collapse	Commissioner of DFES	Collapse 2023
Earthquake	Commissioner of DFE	Earthquake 2023
Fire (Includes Bush & Urban Fire)	Commissioner of DFES LG/DBCA	Fire 2023
Flood	Commissioner of DFES	Flood 2016
Hazardous Materials Emergency	Commissioner of DFES	Hazmat plan 2023
Hazmat Radiation from a Warship	Commissioner of Police	Hazmat Annex A NPW 2023
Hazmat Space re-entry Debris	Commissioner of Police	Hazmat Annex B SPRED 2023
Heatwave	Chief Executive Officer Department of Health	Heatwave 2023
Human Biosecurity Emergency	Chief Executive Officer Department of Health	Human Biosecurity 2023
Search & Rescue Emergency	Commissioner of Police	Search and Rescue response 2023
Hostile Act	Commissioner of Police	Hostile Act 2023
Energy Supply Disruption	Energy Policy Western Australia	Energy Supply Disruption 2023
Marine Environmental Emergency	Dept. of Transport	Maritime Environment Emergencies (MEE) 2023
Crash Emergency	SEMC Air Crash Commissioner of WAPOL Rail Arc or PTA Road Commissioner of Police	Crash Emergency 2023
Severe Weather	Commissioner of DFES	Severe Weather 2023
Tsunami Emergency	Commissioner of DFES	Tsunami 2023

These arrangements are based upon the premise that the Hazard Management Agency will be responsible for the above risks and will develop, test, and review appropriate emergency management plans for their hazard.

It is recognised that the HMA's may require the Shire of Morawa resources and assistance during an emergency. The Shire of Morawa may provide assistance/support if the required resources are available, through the ISG when formed.

The following State Strategic Priorities have been identified.

1. Protection & Preservation of Life
2. Community Warnings & Information
3. Protection of critical infrastructure & community assets
4. Protection of residential property
5. Protection of assets supporting individual livelihood and community financial sustainability
6. Protection of environment and heritage values

## **3.2 Incident Support Group**

The ISG is convened by the HMA or the Local Emergency Coordinator in consultation with the HMA to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

### **3.2.1 Role**

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

### **Membership of an ISG**

The ISG is made up of agencies/representatives that provide support to the HMA. As a general rule, the Local Recovery Coordinator (LRC) should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved, and the consequences caused by the emergency.

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

### **3.2.2 Triggers for an ISG**



The triggers for an incident support group are outlined under the State Emergency Plan – Response. Broadly the requirement is identified when there is a need to coordinate multiple agencies. Specifically, these can be if one of the following triggers is met.

- requires multi agency response.
- has a protracted duration.
- requires coordination of multi-agency resources.
- requires resources from outside the local area.
- Some impact on critical infrastructure.
- has a medium level of complexity.
- has a medium impact on the routine functioning of the community.
- has potential to be declared an 'Emergency Situation'; and/or
- consists of multiple hazards.

State EM Plan S5 – 'Response' should be consulted for further detail.

### **3.2.3 Frequency of Meetings**

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and goals by agencies sharing information and resources.

### **3.2.4 Location of ISG Meetings**

Proposed locations for ISG meetings are detailed at appendix 2.

The option of a Teleconference may be used subject to communications systems being available and working.

## **3.3 Media Management and Public Information**

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the Controlling Agency. This is achieved through the Incident Management Team position of 'Public Information Officer' as per the AIMS Structure. However, at the time of handover of the Incident, the responsibility of sign-off of communication material is handed over to the Local Recovery Coordinator.

The Shire of Morawa will use all means possible to keep the community fully informed, the shire may use the following.

- shire SMS/Text messaging
- notice boards.
- newsletters
- electronic methods such as Twitter, Face Book, Instagram
- the use of telephone trees

all electronic methods are subject to Telstra maintaining service/coverage as only one tower covers, the town & limited coverage of shire.

### 3.4 Critical Infrastructure

The Shire of Morawa has identified critical infrastructure within its district. Due to the sensitive nature of this information the detail of Critical infrastructure is included in appendix 4 and **not for public distribution**.

### 3.5 Financial Arrangements

State EM Policy Section 5.12, State EM Plan Section 5.4 and 6.10 and State EM Recovery Procedures 1-2) outlines the responsibilities for funding during multi-agency emergencies. While recognising the above, the *Shire of Morawa* is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately an emergency event requiring resourcing by the *Shire of Morawa* occurs to ensure the desired level of support is achieved.

### 3.6 Evacuation

#### Refer to State Emergency Management Policy 5.7

A range of hazards regularly pose a risk to communities throughout Western Australia. Evacuation of people from an area affected by a hazard is one of the strategies that may be employed by emergency managers to mitigate the potential loss of, or harm to, life. Experience has also shown that the evacuation of residents is not always the optimum solution to managing the risk. Alternatives to evacuation such as to stay and protect and control or restrict movement should also be considered where appropriate.'

Evacuation is a risk management strategy which may need to be implemented, particularly in regard to cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources. These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going relief.

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

#### 3.6.1 Evacuation Planning Principles

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

The WA Police Community Evacuation Plan for the Shire of Morawa will be provided as an Annex to these arrangements.

Evacuation can be either:

**Controlled** –The decision to undertake a controlled evacuation must be made by the controlling agency or an Authorised Officer who will also determine if the evacuation is to be recommended (voluntary) or directed (compulsory).

**Directed** - A HMA/Controlling Agency may issue a direction for people and/or animals to evacuate/be evacuated with which they are obliged to comply in circumstances where it is believed there is an imminent and real threat to life should they remain.

**Recommended** - A controlled evacuation whereby an HMA/Controlling Agency provides advice to members of a community that they evacuate, when the Incident Controller believes this represents the best option to mitigate the effects of an emergency on a community, based on the agency's risk assessment at that time, but where the risk is not perceived as extreme/imminent.

### **3.6.2 Evacuation Management**

The responsibility for managing evacuation rests with the Controlling Agency. The Controlling Agency is responsible for planning, communicating, and effecting the evacuation and ensuring the relief of the evacuees is maintained. The Controlling Agency is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made. In most cases WA Police may be the 'combat agency' for carrying out the evacuation.

Whenever evacuation is being considered the Department of Communities must be consulted during the planning stages. This is because DC has responsibility under State Arrangements to maintain the relief of evacuees under State Emergency Relief Plan.

### **3.7 Vulnerable Groups**

For information on relief arrangements for vulnerable groups please refer to the DC Local Emergency Relief and Support Plan. This is due to the sensitive nature and privacy issues.

### **3.8 Routes and Maps**

The main routes through the Shire of Morawa are as follows:

- Mullewa Wubin Road (Bitumen): Main access road from Mullewa, through Morawa Township to Wubin.
- Morawa Three Springs Road (Bitumen Road): East/West access from the Three Springs.
- Morawa Carnamah Road the main access road from Carnamah.
- Morawa Mingenew Road the main access road from Mingenew
- The Yalgoo Morawa Road the main road from Yalgoo and Mt Magnet towns.

Refer to Appendix 6. This section provides a map of the locality and identifies any issues and local landmarks.

### **3.9 Emergency Relief and Support**

In emergency management terminology, Relief is defined as providing immediate and ongoing supportive services to alleviate as far as practicable the effects on persons affected by an emergency.

The role of managing relief function during an emergency has been delegated to the Department of Communities (DC). The DC will develop a Local Relief Emergency Support Management Plan that will be used to coordinate the management of the relief centre(s) for the Morawa LEMC.

### 3.10 Regional Coordinator (Department of Communities)

<p><b>Regional Coordinators</b></p>	<p>A Communities coordinator responsibilities include:</p> <ul style="list-style-type: none"> <li>a. Develop local emergency management resources, including local arrangements, procedures and resources e.g., EM Kits.</li> <li>b. Develop, test and maintain the Local Emergency Relief and Support Plans for the district in which the LG areas fall.</li> <li>c) Ensure staff and volunteers of Communities and partnering agencies are trained and exercised in them. welfare responsibilities by conducting training sessions and exercises annually.</li> <li>d) Liaise and establish networks and partnerships with agencies.</li> <li>e) Assist with activations if available.</li> <li>f) Assist and support the district representatives and Evacuation Centre Coordinators to carry out their roles.</li> <li>g) Establish and manage the activities of the local Emergency Relief and Support Coordination Groups (ERSCG), where determined appropriate by the district Director.</li> <li>h) Represent Communities and the emergency relief and support function on LEMCs and Local Recovery Committees.</li> <li>l) During activation, manage and coordinate emergency relief and support services, including establishing and managing evacuation centers, and if further relief and support assistance is required request for additional support services via the Communities Emergency Services.</li> <li>j) Represent Communities on the Incident Support Group (ISG) when required.</li> </ul>
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<b>Communities Evacuation Centre Coordinator (ECC)</b>	<p>In some circumstances Evacuation Centre Coordinators (ECCs) are appointed. They shall be nominated officers of Communities and the ECC responsibilities include:</p> <ul style="list-style-type: none"> <li>a. Establish and manage the operations of the evacuation Centre/s, including coordinating staff and partnering agencies staff and volunteers, to provide appropriate relief and support services to the evacuees in the evacuation center.</li> <li>b. Communicate regularly with the ECC, and if further relief and support assistance is required request for additional support services via the ECC.</li> <li>c. Remaining at the Centre to manage the Centre operations.</li> </ul>
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Refer to Contacts & Resources Register (Restricted document)

### 3.11 Evacuation Centre Coordinator (Local Government)

Local Government shall appoint an evacuation centre coordinator who has the responsibility to provide support and assistance to the Local Evacuation/Relief Centre, including the management of emergency evacuation/relief centres, such as building opening, closing, security and maintenance until assistance from Department of Communities arrive.

It is important to identify what initial arrangements for relief will be required, particularly in remote areas, where it may take some time for the DC to arrive. With the delay in the DC arriving, it may be necessary for the Local Relief Liaison Officer to activate the Local Emergency relief and support Plan or components thereof, with authority of the Evacuation Centre Coordinator.

Refer to Appendix 7 Contacts & Resources Register (Restricted document).

### 3.12 State and National Registration and Inquiry

The DC is to be contacted whenever an evacuation is considered as the Department has responsibility for the provision of relief services to evacuees and management of registration and inquiry services using the Red Cross 'Register. Find. Reunite' system and associated forms which can be located at <https://register.redcross.org.au>

### 3.13 Animals

The Shire will provide support only to assistance animals that come into Evacuation Centres therefore the general community will have to make arrangements for their own animals. The Shire may provide an area/location for animals.

### 3.14 Emergency Relief and Support Centres Evacuation Centres

The Shire of Morawa holds an Emergency Relief Centre Register which allows for DC to utilise the buildings contained within the document for relief purposes. For a detail list of evacuation / relief centres refer to appendix 3.

## **PART 4 – RECOVERY**

Refer to the Shire of Morawa Local Recovery Plan 2023 which is a sub-plan to these arrangements.

## **PART 5 –EXERCISING, REVIEWING AND REPORTING**

### **5.1 The Aim of Exercising**

The State Emergency Management Preparedness Procedure 3.7 directs that the local government will ensure the local arrangements are exercised at least annually in either of the following formats:

- Discussion (Seminars, Workshops, Desktops)
- Functional (Drills or game style)
- Field or Full Deployment (large scale)

The benefits of testing these arrangements include:

- Determining the effectiveness of the arrangements.
  - Bringing together all relevant people to promote knowledge of and confidence in the arrangements and individuals.
  - Providing the opportunity to promote the arrangements and educate the community.
  - Providing the opportunity for testing participating agencies operational procedures and skills in simulated emergency conditions while testing the ability of agencies to work together on common tasks.
  - Improving the arrangements in accordance with the results of exercise debriefings.
- It should be remembered that as the primary role of local government in emergency management is 'recovery', programs that exercise recovery activities and preparedness are to be foremost.

### **5.2 Frequency of Exercises**

Preparedness Procedure 4.8 – Exercise Management requires the LEMC to exercise their arrangements on an annual basis.

### **5.3 Types of Exercises**

Some examples of exercise types include:

- Desktop/Discussion
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency.
- Operating procedures of an Evacuation Centre
- Locating and activating resources on the Emergency Resources Register
- Complex

Where possible the community should be encouraged to participate in or observe the exercise.

### **5.4 Reporting of Exercises**

The LEMC reports exercises to the relevant DEMC by the 1<sup>st</sup> May each year. The DEMC compiles the reports in the SEMC Annual Report .

Once the exercises have been completed, they should be reported to the DEMC.

## 5.5 Review of Local Emergency Management Arrangements

These Local Emergency Management Arrangements shall be reviewed and amended in accordance with SEMC Preparedness Procedure and replaced whenever the local government considers it appropriate (S42 of the EM Act).

According to the State Emergency Management Plan, the LEMA (including recovery plans) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly.
- a review is conducted after training that exercises the arrangements.
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment, and population changes; and
- Circumstances may require more frequent reviews.

## 5.6 Review of Local Emergency Management Committee Positions

The Shire of Morawa shall determine the term and composition of LEMC positions. (Preparedness Procedure 3.7). When determining the composition of the LEMC the Shire of Morawa will take into consideration Preparedness Procedure 3.7, additional members may be invited where their membership will benefit the function of emergency management for the Shire.

The Shire of Morawa will conduct a formal review of the LEMC membership in conjunction with each review of the Local Emergency Management Arrangements.

## 5.7 Review of the Resources Register

The Executive Officer shall have the resources register checked and updated on an annual basis, but ongoing amendments may occur at any LEMC meeting. Generally, this will occur at the beginning of October each year.

# PART 6 –APPENDIXES

## APPENDIX 1. RISK REGISTER

### Risk Register Schedule

#### Risk Statement

There is the potential that fire will destroy Farm & pastoral land and threaten homes & Farming & Mining Infrastructure and other property

#### Risk Treatment Strategies

Retain the risk by informed decision i.e., community are aware and prepared.

Remove flammable waste from near built-up areas to reduce risk to homes and property.



Put fire breaks around homesteads.

There is the potential that a weather event will cause a flood that closes and isolates the community and impacts farming & Mining industry's

Retain the risk by informed decision i.e., community are aware and prepared.

Share the risk with insurance company.

Ensure that the low-level crossing is maintained as a back-up access route.

There is the potential that a cyclone will decimate the Morawa town Ship and surrounding farming and mining industry's

Retain the risk by informed decision i.e., community are aware and prepared.

Share the risk with insurance company.

Ensure building regulations are hazard specific. The Community is kept well informed

**APPENDIX 2. ISG MEETING LOCATIONS****ISG Meeting Locations**

**Location One:**                      **Morawa Police Station**  
**Address:**                              **Stokes Road Morawa**

	Name	Phone
1 <sup>st</sup> Contact	Station	9960 1666
2 <sup>nd</sup> Contact	OIC	0439 613 930

**Location Two:**                      **Shire of Morawa – Shire Office/Council Chambers**  
**Address:**                              **Windfield Street Morawa**

	Name	Phone	Mob Phone
1 <sup>st</sup> Contact	CEO	08 9971 1204	0427 711 204
2 <sup>nd</sup> Contact	EMCC	08 9971 1204	0427 429 647

**Location Three:**                      **Shire of Morawa – Evacuation Centre**  
**Address:**                              **Morawa Sports Pavilion (Oval)**  
**Evans Street, Morawa**

	Name	Phone	Mob Phone
1 <sup>st</sup> Contact	CEO	08 9971 1204	0427 711 204
2 <sup>nd</sup> Contact	EMCC	08 9971 1204	0427 429 647

**APPENDIX 3. EVACUATION CENTRE INFORMATION****Evacuation Centre Information**

	Details
Establishment/Facility:	<b>Morawa Recreation Centre</b>
Physical Address	Club Road, Morawa
General Description of the Complex	A complex consisting of 4 outside and 1 inside basketball courts and 6 tennis courts with kids' playground and 2 squash courts
Site Limitations	Timber flooring for the basketball courts
Telephone No	Shire Office 99711 204
Fax No	
Email Address	

**Contacts**

Position	Work Contact	A/Hrs. Contact
CEO	9971 1204	0427 711 204
Executive Manager	9971 1204	0427 429 647

**Access Details**

	Details
Keys	Shire Office
Alarm	No
Security	No
Universal Access	yes

**Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	200
Sleeping	80
Duration	

**Ablution Amenities**

Item	Yes/No	Notes
<b><u>Male Toilets:</u> change rooms</b>		
Toilets	Yes	1 W/C
Urinal	Yes	1 110mm
Shower	Yes	2 Cubicles
Hand Basins	Yes	1
Change area		5m x 5m
<b><u>Female Toilets:</u> change rooms</b>		
Toilets	Yes	3 W/C & 1 Disable
Shower	Yes	2 shower cubicles
Hand Basin	Yes	2
Baby Change Table	No	
Change area		5m x 5m
<b><u>Disabled Toilet:</u></b>		
Toilet	yes	In the Ladies
Hand Basin		

**General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b>		
Stoves (types)	Yes	4 burners electric
Refrigeration	Yes	1 x 2 door &
Microwave	Yes	1 household
Sink	Yes	1 x 2 tub sink
Hand Basin	Yes	
Servery's	Yes	2x 1.8 m facing outside
Ovens	Yes	2 household electrics
Power points	Yes	4 x 2 double
Bench space	Yes	1 x 3m long
<b><u>Dining Facilities:</u></b>		
Tables	Yes	10 folding
Chairs	Yes	52 chairs

Cutlery and Crockery		
<b><u>General Facilities:</u></b>		
Rooms	Yes	I am meeting room 10 x 8 m
RCD Protected		
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning (type)	Yes	Split system
Heating		
Ceiling Fans		
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines		
Internet Access	Yes	
Water Cooler	No	
Hot Water System (type)	Yes	
Bins	Yes	
Septic Sewerage		Deep sewerage
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas		
Outside Children's Play Area	Yes	
Recreation Rooms		
BBQs	Yes	
Conference Rooms		
Meeting Rooms	Yes	
Swimming Pool	No	
Oval	No	
Netball/Basketball Court	Yes	
Tennis Court	Yes	
<b><u>External Facilities:</u></b>		
Power Outlets		
Water	Yes	
Parking	Yes	
Area for Tents	Yes	Small area
Toilets		
Caravan/Articulated Vehicles	No	
<b><u>Other:</u></b>		
Mobile Phone Coverage	Yes	
Storage	No	

Pet friendly	No	
Main Electrical Board Location	Yes	To the right of the front Door/ main entrance
Water Stop Cock Location		
Surrounded by Bush	yes	
Built on a Flood Plain	No	
Site Access		Good
Timeframe before pumping out of septic		On deep sewerage as long as main Town pump has power to pump to ponds

Establishment/Facility:	<b>Morawa Sports Pavilion (Oval)</b>
Physical Address	Evans Street, Morawa
General Description of the Complex	A sporting complex with Football Oval, Hockey field and Netball Courts. This has been upgraded 2014. Asses to all areas is very easy has ramp all the way around the complex. All doors into the pavilion area are bifold doors with a min opening of 2m providing great wheelchair asses
Site Limitations	Must have power to maintain the workings of the deep sewage. Site is on the same level as the town
Telephone No	Main Office 99711 204 CEO 0427 711 204
Fax No	
Email Address	

### **Contacts**

Position	Work Contact	A/Hrs. Contact
CEO	9971 1204	0427 711 204
Executive Manager	9971 1204	0427 429 647

### **Access Details**

	Details
Keys	Held at the Shire
Alarm	Yes, key staff have codes
Security	No
Universal Access	yes

### **Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	Standing Inside 200 Seating 200 with more under cover area outside
Sleeping	100
Duration	One day with no power due to the requirement for power to run the sewage system



Outside under cover area 10 x 20 m	Plenty of room as it fronts onto the football oval and has total area of 390sqm of undercover area
------------------------------------	--

## **Ablution Amenities**

Item	Yes/No	Notes
<b><u>Male Toilets</u></b>		
Toilets	Yes	2 W/C
Urinal	Yes	4 singles
Shower		
Hand Basins	Yes	2
<b><u>Female Toilets:</u></b>		
Toilets	Yes	5 W/C
Shower	No	
Hand Basin	Yes	3
Baby Change Table		1 change table in the unsex toilet
<b><u>Disabled Toilet:</u></b>		
Toilet	Yes	With disabled facility's
Hand Basin	Yes	
Shower	Yes	With disabled facility's
Baby change table	Yes	1
<b><u>Female Change room:</u></b>		
Showers	Yes	4 cubicles
Toilets	Yes	4 W/C
Equipment room	Yes	4m x2.5 with cupboards
Basin	Yes	1
Total area of change rooms		6m x 7m area
<b><u>Male Change room:</u></b>		
Showers	Yes	5 cubicles
Toilets	Yes	1 W/C
Urinal	Yes	1 single unit
Basin	Yes	1
Rumb down room		
Total area of change rooms		9m x 9m area
<b><u>Visitors Change room:</u></b>		
Showers	Yes	5 cubicles
Toilets	Yes	1 W/C
Urinal	Yes	1 single unit
Basin	Yes	1

Total area of change rooms		9m x 9m area
<b><u>Umpires Change room:</u></b>		
Showers	Yes	1
Toilets	Yes	1 W/C
Urinal	Yes	1 single unit
Basin	Yes	1
Total area of change rooms		3m x 3m area

**General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b>		
Stoves (types)	Yes	6 burner electric stove with a 600mm oven
Turbo Oven	yes	Commercial units
Refrigeration	Yes	3 Door unit
Glass Washer	Yes	Commercial unit
Dish Washer	Yes	Commercial unit
Hot water urn	Yes	One large constant hot water unit
Birko	Yes	1 x 20lt
Sink	Yes	1 x 2 bowl sink large
Hand basin	Yes	With soap dispenser
Microwave	Yes	2 commercial units
Servery's	Yes	1 outside by 2m long and 1 inside 1.5 long
Bench	Yes	3 x 2 m stainless steel work benches
<b><u>Bar Area</u></b>		
Cool room		4 full doors cool room 2m x 3.5m long
servery		2.5m counter with roller door
Sully area		2.5m x 4m area with sink and wash down
<b><u>Dining Facilities:</u></b>		
Tables	Yes	10 large round and 27 x 2m long tables
Chairs	Yes	100
Cutlery and Crockery		
Total dining area		22m x 12m well ventilated and well light also with easy access
<b><u>General Facilities:</u></b>		
First Aide room		With basin and cupboards 4m x 3m
RCD Protected	Yes	
Power Points	Yes	7 x external units and internal units' double P/P
Generator Port	Yes	2 generator ports on eastern side of building
Fire Equipment	Yes	
Air Conditioning (type)	Yes	Reversible cycle units

Heating		
Ceiling Fans	No	
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines	Yes	One line
Internet Access	No	Wireless available
Water Cooler	yes	
Hot Water System (type)	Yes	Electric units
Bins	Yes	10 plus 240 lt wheelie bin around complex
Septic Sewerage	Yes	Connected to deep sewerage must have power to maintain
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas	Yes	
Outside Children's Play Area	Yes	Fenced playground
BBQs	yes	2 by 800mm gas
Conference Rooms	No	
Meeting Rooms	yes	
Swimming Pool	No	Completely separate complex another end of town
Oval	Yes	With lights
Netball/Basketball Court	Yes	With lights also has a 7 x 21m 3-sided shed and power
Hockey	Yes	One field with lights and 10 x 5 shed
<b><u>External Facilities:</u></b>		
Power Outlets		
Water	Yes	
Parking	Yes	200 plus
Area for Tents	Yes	On oval and flat area to the side
Toilets	no	
Caravan/Articulated Vehicles	Yes	
<b><u>Other:</u></b>		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly	Yes	
Main Electrical Board Location	Yes	By side door
Water Stop Cock Location		By main Gate
Surrounded by Bush		Bush on 2 sides well away from buildings
Built on a Flood Plain	No	
Site Access	yes	One road in from town on the way to airstrip

Timeframe before pumping out of septic		On deep sewerage as long as main Town pump has power to pump to ponds



## APPENDIX 4. CRITICAL INFRASTRUCTURE

### Critical Infrastructure

The infrastructure scheduled below is those that the community considers to be critical within the Shire of Morawa and therefore should be treated as such in an emergency:

INFRASTRUCTURE	AGENCY RESPONSIBLE
• Morawa Sports Club – First Aid Room	Shire of Morawa
• Power Generation	Western Power
• Power Reticulation	Western Power
• All roads within the Shire	Shire/MRWA
• Water Supply	Watercorp
• Wastewater Treatment	Shire of Morawa
• Morawa Aerodrome	Shire of Morawa
• Communication Towers	Telstra
• Evacuation Centers	Shire of Morawa
• Shire Administration Centre	Shire of Morawa

**APPENDIX 5. SPECIAL NEED GROUPS****Special Need Groups**

<b>Name</b>	<b>Address</b>	<b>Contact 1</b>	<b>Contact 2</b>	<b>No People</b>	<b>Have they got an evacuation plan?</b>
<b>Morawa DHS</b>	<b>Gill St Morawa</b>	<b>Tonya Carslake 99 710 900</b>	<b>Reception</b>	<b>60</b>	<b>Yes</b>
<b>Morawa Ag Collage</b>	<b>Waddilove Rd Morawa</b>	<b>Dean Carslake</b>	<b>997 711 158</b>	<b>40</b>	<b>Yes</b>
<b>Morawa District Hospital &amp; Aged Care Facility's</b>	<b>Lot 100 Caulfield Rd Morawa</b>	<b>nurse manager 99 710 200</b>	<b>Reception 9971 0200</b>	<b>30</b>	<b>yes</b>
<b>Childcare Faculty's</b>	<b>Dreghorn St Morawa</b>	<b>Theresa English 0475 506 798</b>			<b>Yes</b>
<b>Morawa Retirement Village/Units</b>	<b>Caulfield Rd Morawa</b>	<b>Morawa Shire 9971 1204</b>		<b>3</b>	<b>Yes</b>



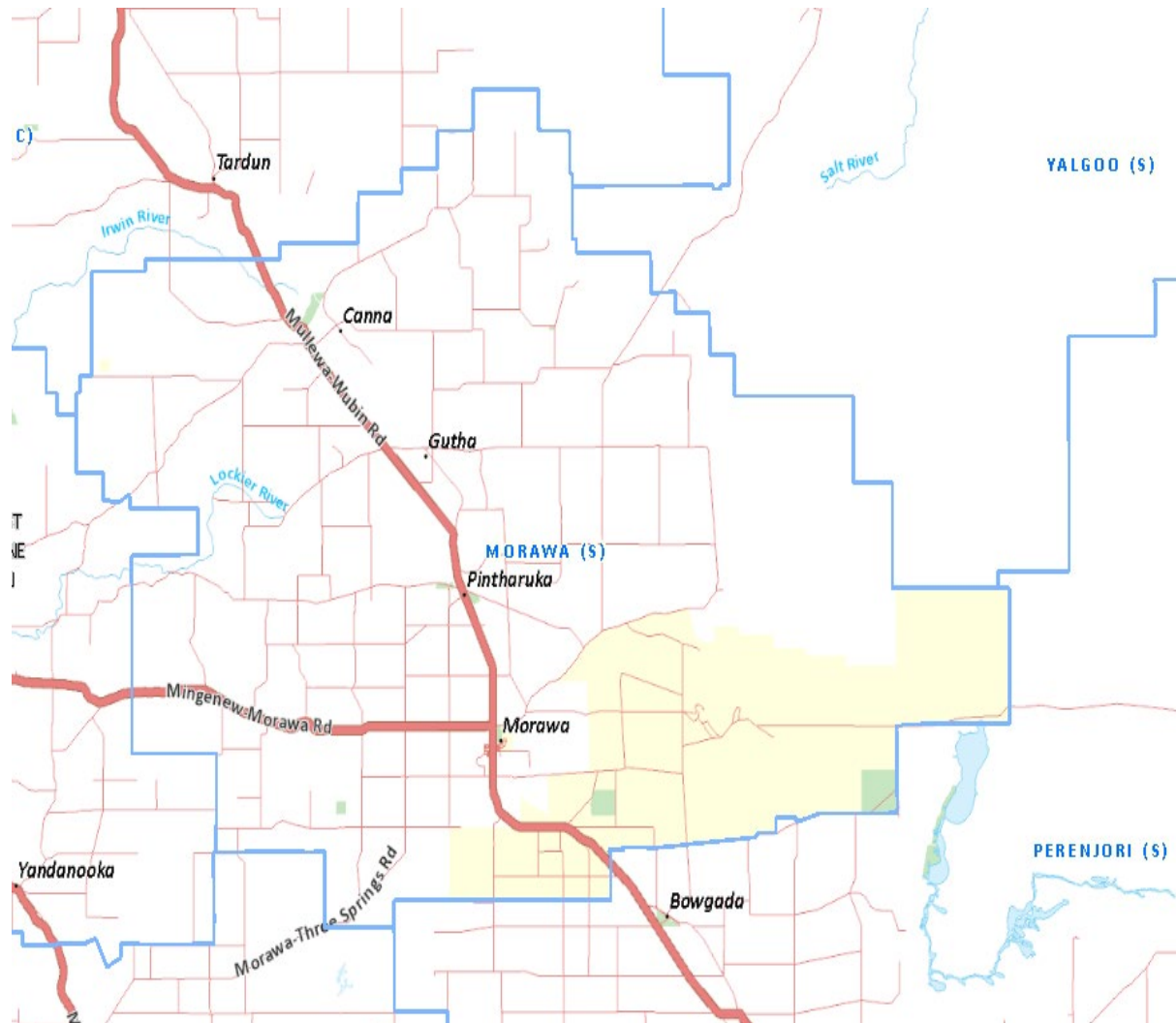


## Canna





## **Morawa Shire**





## APPENDIX 7. RESOURCE REGISTER

### Interpreter's services

Name	Where	Contact number
Aust-Asia Migration & Interpreting Service	Perth	0414 497 199
Italian T/I Services Translating & Interpreting	Perth	08 9344 7663
Translating & Interpreting Services (TIS National)		Ph. 1300 655 082 Fax 1300 654 151 24Hrs 13 14 50
Hellenic Interpreting & Translating Services	Perth	0404 887 007
Deaf Society of W.A.	Perth	Ph. 08 9441 2677 Fax 08 9441 2616
National Relay Service	National	13 36 77 A/H 0410 017 540

### Air Services

Murchison Coast Air Charter	Kalbarri	1300 660 834	info@abrolhosbat.com.au
Shine Aviation	Geraldton	9923 3600	admin@shineaviation.com.au

### Traffic Controllers

Midwest Traffic Controllers	Geraldton	9965 5888 0418 939 378
Cat West	Geraldton	9923 3957

## Bus Services & Hire

Mark Thornton	School Bus Service	Morawa	9971 1040	
Morawa Ag College	School Bus Service	Morawa	0428 722 053	
Bus Hire		Geraldton	9926 1197	reception@srs.reline.com.au
Thrifty Car Rental		Geraldton	9923 3841	
Hertz Car Rental		Geraldton	9965 2844	Geraldton@hertzrentals.com.au

## Crane Hire

Geraldton Crane & Haulage	Geraldton	Ph. 9921 6477	gtncrane@iinet.net.au
OKG Cranes		Mob 0400 383 355	kavak@bigpond.com
Freo Cranes	Geraldton	Ph. 9965 2007	Geraldton@freogroup.com.au

## Equipment Hire

Coates Hire	Morawa/Geraldton	Ph. 9920 4200 Fax 9921 9040	
Kennards Hire Geraldton	Geraldton	99646637	
Royal Wolf Shipping Containers Geraldton	Geraldton	Ph. 9964 3811 Fax 9964 3321 1300 651 700	

## Earth moving

Central Earthmoving	Geraldton	Ph. 9965 6565 0492 072 023	cenearth@cenearth.com.au
Red Dust Holdings	Meru	99654891 0400 236 284 0437 996 183	
Thurkle	Walkaway	9926 1120	
SMS Group	Meru	0488 566 444	
Terraway Contracting	Canna	0429 615 271	

## Electrical Services

S & K Electrical Contracting Pty Ltd		9964 6880	

## Electrical Suppliers

Mitchell & Brown		Ph. 9965 9999	sales@mitchellandbrown.com.au
Harvey Norman		Ph. 9964 0111 Fax 9964 5722	
ML Communications		Ph. 9965 7555 Michael 0418 939 325	

## Generators Suppliers

Coates Hire		Ph. 9920 4200 Fax 9921 9040	Geraldton@coateshire.com.au
Karara Mine		Ph 62982449	

## Plumbers & Plumbing Suppliers

Sun City Plumbing		Ph. 9921 1700	admin@suncityplumbing.com.au
Herrings Coast Plumbing & Gas Fitting		Ph. 9964 4171 Chris 0418 939 659	
G & K Wheat Plumbing		Ph. 9921 3601 Fax 9964 4161	

## Tree Loppers

LVC Contracting	Geraldton	9922 9394	
Aussie Tree Services	Geraldton	9964 2200	

## Waste Removal

Veolia Environmental Services		Ph. 9964 2844	

## Air Strips

Shire/Mine	GPS Position	Direction	Length	Surface	Windsock	Strip markers	Lights	Fuel
Morawa	29.12.164 South 116.01.326 East	09.27 15.33	1230m 1350m	Sealed	Yes	Yes Cones	Yes Pilot Activated	Can be arranged
Perenjori	29.25.361 South 116.16.838 East	09.27 14.32	1300m 1000m	Gravel	Yes	Yes	Yes Pilot Activated	
Karara	29.14.309 South 116.42.327 East	12.30	1400m	Sealed	Yes	Yes	Yes	

## Appendix 8. Risk Matrix

RISK No.	RISK STATEMENT	LIKELIHOOD RATING	CONSEQUENCE RATING	LEVEL OF RISK	ELEMENT AT RISK	PRIORITY	TREAT Y/N
01/17	There is a risk that a road transport emergency will cause serious injury or death to people. Road transport emergencies involving interaction between heavy vehicles and other traffic such as tourist coaches and trains may occur. Heavy vehicles are prevalent on highways within the Shire of Morawa Local Government Area. The Shire of Morawa has a number of major heavy vehicle routes within its boundaries.	ALMOST CERTAIN	MAJOR	EXTREME	PEOPLE		
02/17	There is a risk that a severe storm will cause damage to or destroy infrastructure. Severe storm events affect the Midwest-Gascoyne area including the Shire of Morawa on an annual basis. There may also be considerable damage caused to lifelines such as power lines. Damage to roads from flash flooding is also likely in low lying areas.	LIKELY	MODERATE	HIGH	INFRASTRUCTURE		
03/17	There is a risk that bush fires will cause death or serious injury to people. Farming areas adjacent to natural heath scrub are particularly at risk from bush fires.	LIKELY	MODERATE	HIGH	PEOPLE		
04/17	There is a risk that bush fires will cause damage to or destroy the environment. Bush fires in the pasture lands can remove vegetation exposing the topsoil subject to erosion from wind or rain.	LIKELY	MODERATE	HIGH	ENVIRONMENT		
05/17	There is a risk that bush fires will affect the economy of the community. The farming community around Morawa may be exposed to financial losses from crop damage during harvest.	POSSIBLE	MODERATE	HIGH	ECONOMY		
06/17	There is a risk that bush fires will cause damage to or destroy infrastructure. Bush fires can cause damage to infrastructure such as bridges, fencing, and power lines.	ALMOST CERTAIN	MODERATE	HIGH	INFRASTRUCTURE		
07/17	There is a risk that a hazardous materials spill will cause serious injury to people. Hazardous materials may release toxic fumes which could cause injuries especially in the more densely populated urban areas.	LIKELY	MODERATE	HIGH	PEOPLE		
08/17	There is a risk that a hazardous materials spill will cause harm to human health. Hazardous materials may release toxic fumes which could cause injuries especially in densely populated areas.	LIKELY	MODERATE	HIGH	PEOPLE		
09/17	There is a risk that a riverine flood will cause damage to or destroy infrastructure. The river has a history of flooding, and should a flooding event occur it is likely that infrastructure such as buildings, roads, fencing and bridges may be damaged.	LIKELY	MODERATE	HIGH	INFRASTRUCTURE		
10/17	There is a risk that a severe storm will cause loss or damage to the environment. There is a possibility that heavy rainfall may cause serious erosion damage in sensitive environmental areas such as rivers and creeks.	POSSIBLE	MODERATE	MEDIUM	ENVIRONMENT		



Attachment 1 – 11.1.3a Shire of Morawa 2024-2029 Local Emergency Management Arrangements (LEMA)

	.						
<b>11/17</b>	There is a risk that a severe storm will affect the economy of the community.	<b>POSSIBLE</b>	<b>MODERATE</b>	<b>MEDIUM</b>	<b>ECONOMY</b>		
<b>12/17</b>	There is a risk that a road transport emergency will cause damage to or destroy the environment.	<b>POSSIBLE</b>	<b>MODERATE</b>	<b>MEDIUM</b>	<b>ENVIRONMENT</b>		
<b>13/17</b>	There is a risk that a hazardous materials spill will cause death. Hazardous materials emit toxic fumes and may cause death through inhalation.	<b>UNLIKELY</b>	<b>MAJOR</b>	<b>MEDIUM</b>	<b>PEOPLE</b>		
<b>14/17</b>	There is a risk that a hazardous materials spill will affect the economy of the community.	<b>UNLIKELY</b>	<b>MODERATE</b>	<b>MEDIUM</b>	<b>ECONOMY</b>		





# Local Recovery Plan Shire of Morawa

**Approved by LEMC meeting:**  
**Date of LEMC Review Approval:**

**Date of LEMC Endorsement:**  
**Date of LG Endorsement:**

**Review Date:**

☐ Public Copy

☐ Restricted Copy

## Ownership, Approval and Control

These arrangements have been produced and issued under the authority of section 41(4) of the *Emergency Management Act 2005*, endorsed by Morawa Local Emergency Management Committee (LEMC), and have been tabled with the Midwest Gascoyne District Emergency Management Committee (DEMC).

	Name	Title	Signature	Date
<b>Owner</b>	Karen Chappel	Shire President		
<b>Approved by</b>	Scott Wildgoose	CEO		
<b>Document controller and review authority</b>	Rick Ryan	CESM		

## Record of Amendment

Suggestions and comments from the community and stakeholders can help improve this plan and subsequent amendments.

Feedback can include:

- What you do and / or don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information or practices;
- Inadequacies; and
- Errors, omissions or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward to:

Chairperson  
Local Emergency Management Committee  
Shire of Morawa  
PO Box 14  
MORAWA WA 6623

The Chairperson will refer any correspondence to the LEMC for consideration and/or approval.

Amendments promulgated are to be certified in the following table, when updated.

Amendment		Details of Amendment	Amended by
No.	Date		
01	10/03/2018	Updated document	R Ryan CESM
02	Oct 2018	Approved by DEMC & SEMC	R Ryan CESM
03			
04			
05			
06			
07			
08			
09			
10			

## Distribution List

Organisation	Location/Officer	No of Copies
<b>SHIRE OF MORAWA</b>		
Shire of Morawa	CEO	1
Shire of Morawa	DCEO	1
Shire of Morawa	Works Manager	1
Shire of Morawa	Shire President	1
<b>LOCAL EMERGENCY MANAGEMENT COMMITTEE</b>		
LEMC	Chairperson	1
Executive Officer	CEO of Morawa	0
WA Police	Morawa Police Station	1
WA Police	Perenjori Police Station	1
Dept. of Communities	Geraldton	1
St John Ambulance	Geraldton	1
Bush Fire Services	Morawa Volunteers – Bushire Brigades Canna, Koolanooka, Morawa West Pintharuka	4
DFES Regional Office	Geraldton	1
Roadhouse	Morawa	1
Morawa VFES	Morawa	1
DBCA	Geraldton	1
<b>ADJOINING SHIRES/LEMCS:</b>		
Shire of Yalgoo	LEMC	1
Shire of Perenjori	LEMC	1
Shire of Three Springs	LEMC	1
Shire of Mingenew	LEMC	1
City of Greater Geraldton	LEMC	1

The distribution list is included to enable amendments to be distributed at later dates.

**General acronyms used in this document**

<b>CA</b>	Controlling Agency
<b>DC</b>	Department of Communities
<b>DEMC</b>	District Emergency Management Committee
<b>DFES</b>	Department of Fire and Emergency Services
<b>HMA</b>	Hazard Management Agency
<b>ISG</b>	Incident Support Group
<b>LEC</b>	Local Emergency Coordinator
<b>LEMA</b>	Local Emergency Management Arrangements
<b>LEMC</b>	Local Emergency Management Committee
<b>LGA</b>	Local Government Authority
<b>LMDRF</b>	Lord Mayor's Distress Relief Fund
<b>LRC</b>	Local Recovery Coordinator
<b>LRCG</b>	Local Recovery Coordinating Group
<b>NDRRA</b>	Natural Disaster Relief and Recovery Assistance
<b>NGO</b>	Non-Government Organisation
<b>OIC</b>	Officer In Charge
<b>SEC</b>	State Emergency Coordinator
<b>SEMC</b>	State Emergency Management Committee

**PART ONE: INTRODUCTION**



Disaster recovery is the coordinated process of returning an affected community to a normal level of functioning after a disaster. Recovery is part of emergency management, which also includes the components of Prevention, Preparedness and Response. Planning for recovery is integral to emergency preparation.

Recovery management is the coordinated process of supporting “emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing” (*Emergency Management Act 2005*)

## **1.2 Authority**

This Local Recovery Plan has been prepared in accordance with the requirements of Section 41(4) of the *Emergency Management Act 2005* as a sub plan to the Shire of Morawa Local Emergency Management Arrangements and endorsed by the LEMC. The plan has been consulted with Council members and stakeholders, and has been tabled for information and comment at the Midwest Gascoyne DEMC.

## **1.3 Purpose**

The purpose of the Local Recovery Plan is to describe the arrangements for effectively managing recovery operations at a local level and to facilitate the affected community undertaking its own recovery.

## **1.4 Objectives**

The objectives of the Plan are to:

- Describe the roles, responsibilities, available resources and procedures for the management of recovery from emergencies for the Shire of Morawa,
- Establish a basis for the coordination of recovery activities at the local level,
- Promote effective liaison between all Hazard Management Agencies (HMA), emergency services and supporting agencies, which may become involved in recovery management,
- Provide a framework for recovery operations,
- Ensure effective and coordinated management of recovery operations within the Shire of Morawa,
- Ensure the plan complies with State emergency management arrangements,
- Identify the roles and responsibilities of HMAs, emergency services, support organisations and Shire of Morawa staff whilst promoting effective liaison between all organisations, and
- Ensure community engagement throughout recovery management.

## **1.5 Scope**

The scope of the Plan is limited to and includes:

- The geographical boundaries of the Shire of Morawa,

- Local Emergency Management Arrangements,
- Existing legislation, plans and Local Laws,
- Statutory or agreed responsibilities,
- Relevant Shire of Morawa supporting documents and plans, and
- Involvement of the affected community in recovery management.

## PART TWO: RELATED DOCUMENTS AND ARRANGEMENTS

The following documents and arrangements are related to this Plan:

### 2.1 Local Government Policy

A draft policy for Local Recovery Management has been prepared by Shire of Morawa in accordance with section 36(4) of the *Emergency Management Act 2005*, and has been tabled for noting of LEMC and Council.

### 2.2 Agreements, Understandings and Commitments

The Morawa Shire Council does not currently have any agreements in place.

Parties to these agreements	Name of Agreement	Summary of Agreement

PART THREE: RESOURCES

Key consideration – The Shire of Morawa has limited resources.

The Local Recovery Coordinator (LRC) is responsible for the determination of resources required for recovery activities, based on the Comprehensive Impact Assessment. This determination is made in consultation with the Local Recovery Coordinating Group (LRCG) and support organisations, during the initial stages of the recovery process. Shire of Morawa resources and community resources are noted in the ‘Resource and Contact Register’ which is a support document to the Local Emergency Management Arrangements. If the LRCG is convened, the LRC will continue to assess requirements for the restoration of services and facilities including determination of the resources required for the recovery process. This is to also include the wellbeing and communication/information needs of the community. The LRCG will source and coordinate external and internal resources, including the provision of the Shire staff.

It is also noteworthy that the communities’ needs will change throughout the recovery cycle, and as such, the distribution of resources to address community impacts will need to be flexible as information continues to be received.

The Resource and Contact Register contains the further information is available at Appendix 7 of the Morawa LEMA.

The following table identifies suitable Local Recovery Coordination Centres in the local government area:

Centre Name	Address	Capacity and Available Resources	Contacts
Recovery Coordination Centre	SHIRE OFFICE OR TOWN HALL	Shire Chambers Limited 20/30  Shire Town hall Upto 200	Shire Administration office & CEO

3.1 Local Government Staff

The Shire of Morawa is a local council with limited staff to fulfil the Recovery function for a L3 incident and for any long duration.

### 3.2 Local Volunteer Coordination

Due to the small size of the Shire of Morawa it is envisaged the number of spontaneous volunteers would be less than 30 people.

Where possible, all offers of, or requests for, volunteer assistance with recovery activities should be coordinated through the LRCG. Spontaneous volunteers are a valuable, flexible resource that could be used to support existing volunteers and personnel to take up more active responsibilities in aiding with recovery operations. Local volunteers usually have more familiarity with the local community, local area, and understanding of available resources.

Visit the Volunteering WA website <https://volunteeringwa.org.au/> for more information. The Australia-New Zealand Emergency Management Committee has released a Spontaneous Volunteer Strategy available at <http://fire-com-live-wp.s3.amazonaws.com/wp-content/uploads/20160107085733/Spontaneous-Volunteer-Strategy-ANZEMC-Endorsed.pdf> which should be read in conjunction with this component.

### 3.3 Local Recovery Coordination Centre

It may be necessary to establish a Recovery Coordination Centre if extensive recovery activities are likely to be carried out. The purpose of the Centre is to coordinate the recovery process undertaken by various agencies in terms of resources, information and tasks. Identification of a designated location for a Recovery Coordination Centre is a pre-requisite of recovery management. Each Local Government will provide administrative support for their Recovery Coordination Centre.

The Local Recovery Coordination Centre will be located at the Shire Office, if this location is unavailable or deemed unsuitable, the LRC will designate an alternative location as soon as possible and publicise the location and contact numbers after it has been relocated.

Centre Name	Address	Capacity and Available Resources	Contacts
<b>Recovery Coordination Centre</b>	SHIRE OFFICE OR TOWN HALL	Shire Chambers Limited 20/30  Shire Town hall Upto 200	Shire Administration office & CEO

### 3.4 Recovery Information Centre / One-Stop- Shop

A Recovery Information Centre/ One-Stop-Shop will be established when required by the LRCG. The purpose of the Centre is to provide information and advice to the community on the progress of recovery, special arrangements and services. The location and contact details of the Centre will be disseminated to the community when it has been established.

A recovery centre is also designed to centralise the delivery of Local, State and Commonwealth government and non-government services to people affected by a disaster. The Recovery Information Centre may or may not be collocated with the Local Recovery Coordination Centre, depending on the size and complexity of the disaster.

### 3.5 Financial Arrangements

The Shire of Morawa will utilise the following with regard to financial arrangements for recovery where required:

- Establishing a cash reserve for Community Recovery, where it is considered appropriate for the level of risk to the community,
- Use of s6.8(1) and s6.11(2) of the *Local Government Act 1995* with respect to expenditure of funds not included in the annual budget,
- *Local Government (Financial Management) Regulations 1996* – regulation 18(a) provides exemption for council to make budget related decisions in emergencies without giving local public notice of changes to financial reserves, and
- Use of s6.20(2) of *Local Government Act 1995* enabling borrowing of funds, subject to one month's local public notice of the proposal and exercising of the power to borrow by absolute majority decision of council.

The following arrangements have been made to fund recovery activities if necessary:

- Natural Disaster Relief and Recovery Arrangements (NDRRA),
- Lord Mayor's Distress Relief Fund (LMDRF),
- Centrelink, and
- Department of Communities .

*(Refer to State Emergency Management Preparedness Procedure 7 for more information)*

### 3.6 Financial Management:

Financial management is a key aspect in providing support to a recovery plan and there should be a strategy to ensure successful implementation of recovery programs ensuring adequate and timely expenditure of funds.

Financial Management Arrangements needs to include the following:

- Identification of funding streams (local, state and federal level),
- Prioritisation of requirements for funding,
- Management of funds over time in a transparent manner (receipts of grants, funds, donations, payouts),
- Liaison and cooperation with other agencies in both the private and public sector, and
- All funds regardless of their source remain subject to the Local Government Act 1995, Part 6 – Financial Management. Subsequently, consideration should be given to utilising appropriately trained/experienced finance staff during recovery, to ensure adherence to the aforementioned Act, and appropriate record keeping throughout.

### **3.7 Donations of Cash**

State Emergency Management Recovery Procedure outlines the policy for initiating and managing appeals and donation. The LRCG may encourage the use of Lord Mayor's Distress Relief Fund for people wanting to make cash donations, although if deemed necessary, may open a separate account specifically for cash donations.

Visit [www.appealswa.org.au](http://www.appealswa.org.au) for further information and application forms

The commencement of an appeal fund does not override the statutory obligations, on the part of government agencies, to provide relief, and reconstruction assistance to those affected by emergencies.

### **3.8 Donations of Service and Labour**

Any donations of service or labour to assist with the recovery from a disaster, should be administered by the affected Local Government or if established, the LRCG. Where the State Government level recovery coordination arrangements are activated under State Emergency Management Plan part 6. Recovery - the Recovery Services Subcommittee may arrange the administration of donations of services and labour.

### **3.9 Donations of Goods**

The donations of goods to assist victims to recover from a disaster may be arranged by non-government organisations. The distribution of the donated goods shall be undertaken by the organisations concerned. Appeals for donations of physical items such as food and furniture should be discouraged unless specifically requested through the LRCG.

### **3.10 Non-Government Organisations (NGOs)**

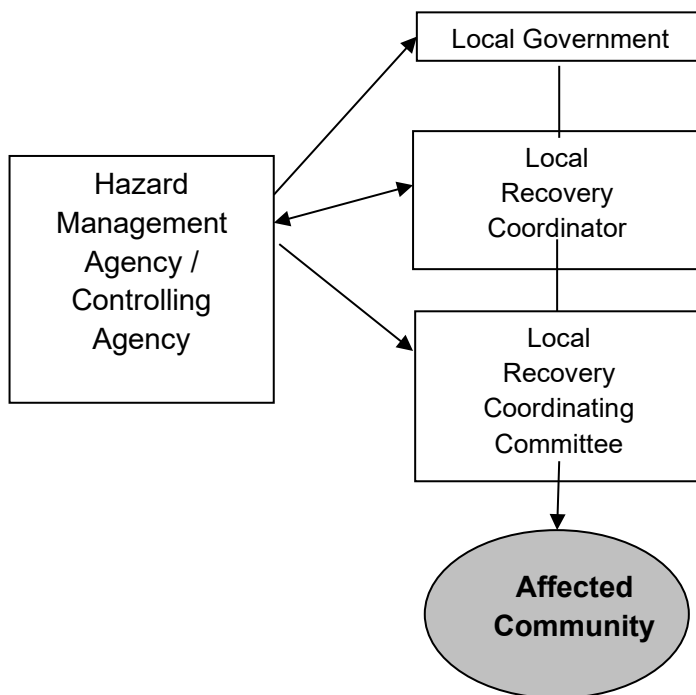
In some circumstances, NGOs can provide assistance by way of emergency relief funds, shelter, accommodation or household supplies. Where possible, all offers of, or requests for, assistance should be coordinated through the LRCG to avoid duplication of effort and confusion.

## PART FOUR: ROLES AND RESPONSIBILITIES

### 4.1 Recovery Structure

The structure of Local Recovery Coordinating Group should be considered dynamic, as the composition and roles within the group will change depending upon the disaster being recovered from. During the response phase of the incident, the following structure is typically adopted, until the incident transitions from Response to Recovery.

#### **Initial Recovery Management Structure** *(during response phase)*

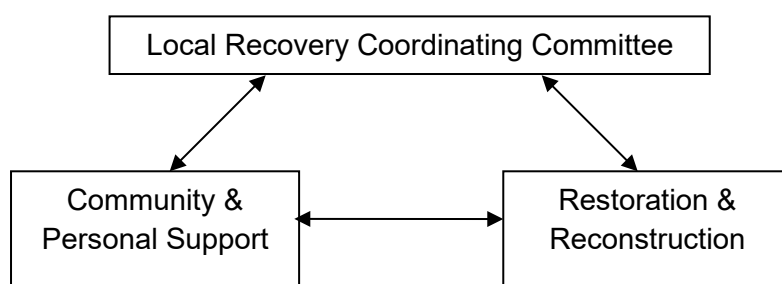


This structure sees the coordination and communication between the Hazard Management Agency (HMA) / Controlling Agency (CA), and the local government authority, including the Local Recovery Coordinator being included in the HMA / CA Incident Support Group briefings and meetings.

During the Recovery phase, this structure will change dependent upon the disaster, which will largely dictate required recovery actions i.e. a significant infrastructure sub-committee and associated functions may not be required for a bushfire that only affects pastoral land owners or nature reserve land.

### **Recovery Committee Structures**

*(Following handover from CA/HMA to Local Government)*



The above diagram illustrates a basic Recovery Committee structure, which can be utilised dependent upon complexity and impact of the disaster. Within this toolkit, the below structure is applied, for which position descriptions for roles, and guidance for individual subcommittee functions is also available within the toolkit. These structures can be scaled up or back as the situation dictates.

The Shire of Morawa LEMC has identified the following local recovery structure as suitable to address the needs of the Shire and the community should an emergency incident occur.

- Shire of Morawa CEO - Local Recovery Coordinator
- Shire President – Chair of the LRCG

Shire staff members responsible for the following roles in recovery

Shire Administration Officer	<ul style="list-style-type: none"> <li>• Administrative support to the LRCG</li> <li>• Public information</li> </ul>
Shire Finance Officer	<ul style="list-style-type: none"> <li>• Member LRCG</li> <li>• Financial advice</li> <li>• Administration of public assistance funding</li> <li>• WANDRRA</li> </ul>
Shire Works Manager	<ul style="list-style-type: none"> <li>• Infrastructure</li> </ul>
Contract Environmental Health Officer	<ul style="list-style-type: none"> <li>• Environmental health</li> </ul>

The Local Recovery Coordination Group will be formed during the response phase to any emergency incident at the direction of the Local Recovery Coordinator in consultation with the Controlling Agency.

The LEMC has discussed the options of forming subcommittees of the LRCG during the recovery process and it is agreed that the formation of the LRCG alone would be sufficient to ensure the recovery process is managed efficiently.



## 4.2 Local Recovery Coordinator

The Chief Executive Officer has been appointed as the Local Recovery Coordinator (LRC) in accordance with the *Emergency Management Act 2005*, S 41. (4). The Executive Manager of Community Services will act in the role when the primary appointee is unavailable when an emergency occurs.

The LRC is responsible for coordinating the recovery in conjunction with the LRCG and adhering to the plans, strategies and policies determined by the LRCG.

The LRC is also responsible for preparation, maintenance, testing and implementation of recovery management arrangements in accordance with *Emergency Management Act 2005* and in consultation with local government.

## 4.3 The Local Recovery Coordinating Group (LRCG)

The role of the Local Recovery Coordinating Group (LRCG) is to coordinate and support local management of the recovery processes within the community.

The LRCG comprises a core membership plus additional personnel depending on the type and magnitude of the event and the community affected.

The role of the LRCG is to coordinate and support local management of the recovery process within the community. Checklists for both the Local Recovery Coordinator and the Local Recovery Coordinating Group are available at SEMC web site. These checklists detail tasking for each entity.

## 4.4 Local Recovery Coordinating Group Subcommittees (where required)

Dependent upon the extent of the recovery process required, the following sub-committees may be established to assist the LRCG in the management of the recovery process.

- **Community (Social)**
- **Infrastructure (Built)**
- **Environment (Natural)**
- **Finance (Economic)**

## PART FIVE: COMMENCEMENT OF RECOVERY

## 5.1 Transition from Response to Recovery

The responsibility for coordinating recovery arrangements rests with the affected local government. State level assistance may be required where the delivery of recovery services, or the coordination required to deliver recovery services, exceeds the capacity of the local government.

To ensure that appropriate recovery activities are initiated as soon as possible after impact of the event, the Controlling Agency / Hazard Management Agency (HMA) is to ensure the LRC is notified of the event. The LRC is to liaise with the Controlling Agency, including attending the Incident Support Group and Operations Area Support Group meetings where appropriate. (Refer to State Emergency Management Policy Part Six : Recovery for more information)

The Incident Controller is to complete and sign the Comprehensive Impact Assessment to confirm the accuracy of the information and handover the responsibility to local government. The LRC will take over the responsibility for recovery and advise the LRCG to activate the recovery plan and related arrangements.

## 5.2 Activation

The decision to activate the Local Recovery Plan will be made by the Chair of LRCG on the advice of the LRC. Once the plan has been agreed to be activated, the LRC & LRCG become responsible for implementation of the plan.

## 5.3 Operational Recovery Planning

The operational recovery plan provides the strategic direction and details actions required to facilitate a successful recovery. When the LRCG is activated, the group will develop an operational recovery plan to guide its functions during the first meeting. The operational recovery plan should include assessment and recovery requirements, organisational management, operational aspects and administrative arrangements.

The following sources and agencies are involved in undertaking impact assessment encompassing the functional areas of recovery (i.e. social, infrastructural, economic and environmental disruption /or damage)

- Hazard Management Agencies
- Relief agencies – to identify persons in need of immediate assistance;
- Local government surveyors, engineers, environmental health officers, waste/sanitation, and finance staff.
- Insurance assessors.

## 5.4 Relief & Health Services

Relief is the responsibility of the Department of Community Services (DC). The Shire of Morawa local relief, health and wellbeing plan details the arrangements that apply in local circumstances, consistent with the arrangements detailed in the Emergency Relief and Support Plan .

The LRCG will work closely with the local office for DC in accordance with following plans:

- State Health Emergency Response Plan
- Emergency Relief and Support Plan

## 5.5 Communication

It is the responsibility of LRCG to develop an effective communication plan for recovery. Throughout the recovery process, local government is to maintain an on-going dialogue and share information with all other stakeholders and partners in the recovery process. The Shire of Morawa has a well-defined communication strategy which recognises the different means of communication with the stakeholders. Refer to *Australian Red Cross – Communicating in Recovery*, and *Design Tips for Communicating in Recovery*, <http://www.redcross.org.au/communicating-in-recovery.aspx> Australian Red Cross also deliver training for communicating in recovery which can be considered.

## 5.6 Communication Plan

Key groups who need to receive recovery information, the methods available and potential locations where information can be provided are detailed below:

Who needs information?	How – what communication methods will be used?	Where will the information be provided?
<ul style="list-style-type: none"> <li>• Affected Community – depending on incident</li> <li>• Recovery workers</li> <li>• Vulnerable Groups – eg Farmer's and the Farm workers</li> </ul>	<ul style="list-style-type: none"> <li>• Two-way Radio</li> <li>• Mobile SMS</li> <li>• Website – though internet access may be interrupted</li> </ul>	<ul style="list-style-type: none"> <li>• Potential public meeting venues – Morawa Community Centre</li> <li>• Potential one-stop-shop locations – Morawa Shire Council Offices/Town Hall</li> </ul>

## Community Engagement

### Planning and Implementing a Community Engagement Strategy

Step	Information
1. Establish target audience	<p>Consider the demographics of the area and investigate what groups or networks exist. Consider targeting:</p> <ul style="list-style-type: none"> <li>• Agency networks</li> <li>• The general public</li> <li>• Community groups e.g. environmental groups, farming groups, community action groups, church groups, sporting clubs, service clubs, Aboriginal groups, schools, chambers of commerce and industry.</li> <li>• LEMC</li> <li>• Local government networks</li> <li>• Brigades and volunteer groups</li> <li>• Neighbouring LEMCs</li> </ul>
2. Determine matters to be communicated	<p>Determine what information you need from the community. This may include:</p> <ul style="list-style-type: none"> <li>• Historical emergency events - how has recovery been managed in the past? What could be improved?</li> <li>• General feedback on the draft Local Recovery Plan</li> </ul> <p>Determine what information you are going to provide the community.</p> <p>This may include:</p> <ul style="list-style-type: none"> <li>• Emergency management awareness</li> <li>• Recovery management awareness</li> <li>• Recovery coordination centre locations</li> </ul>
3. Determine methods of communication	<p>Considering the target audience, determine the most appropriate methods of communication. Different communication methods using different medium may be required to address various audiences. Consider the following methods:</p> <ul style="list-style-type: none"> <li>• Circulars (distributes information within agency networks)</li> <li>• Community meetings</li> <li>• Community Kiosks (an informal workshop with displays encouraging small group discussion)</li> </ul>

	<ul style="list-style-type: none"> <li>• Community displays (exhibiting the draft Plan in public areas)</li> <li>• Pre-planned meetings (presenting information at existing community group meetings e.g. Farm improvement Group)</li> <li>• Panels and focus group (establish a group to represent a cross section of the community)</li> <li>• Media (utilising local newspapers, radio stations, posters or pamphlets to distribute information and request feedback)</li> <li>• Internet/Intranet (utilising local websites to distribute information and request feedback)</li> <li>• Email (establish an email address for public enquiries and comments)</li> </ul>
4. Develop an implementation plan	Record the target audience, matters to be communicated and methods of communication to be used in an implementation plan.

Refer to Australian Red Cross Booklet – Communicating in Recovery.

## 5.7 Review of the Plan

Testing and exercising are essential to ensure that the arrangements are workable and effective. The Local Recovery Plan is to be reviewed in accordance with State Emergency Management Policy 2.5, and amended and replaced whenever the local government considers it appropriate (*Emergency Management Act, 2005 section 42*).

According to State Emergency Management Policy No. 2.5, local emergency management arrangements (including a Local Recovery Plan) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly;
- a review is conducted after an event or incident in which the local recovery plan was implemented;
- a review is conducted after training that exercises the arrangements;
- an entire review is undertaken every five years, as risks might vary due to climate, environment and population changes; and
- Circumstances may require more frequent reviews.

## 5.8 Exercise

Local Emergency Management Committees are to develop appropriate exercise plans and schedules to test local arrangements including Local Recovery Plan. At least one local level exercise should be conducted, on an annual basis. Refer to *Emergency Management Act, 2005*

section 39 and State Emergency Management Policy No. 3.1 – State Emergency Management Exercises for further information on conduct of exercise.

Exercising the arrangements during the planning process will allow the LRC & LRCG to:

- test the functionality and effectiveness of the local emergency management arrangements;
- bring together members of emergency management agencies and give them knowledge of, and confidence in, each other;
- help educate the community about local arrangements and programs thus providing them with confidence in their local government and emergency management agencies;
- allow participating agencies an opportunity of testing their operational procedures and skills in simulated emergency conditions; and
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

The management of an exercise is a systematic process involving planning, documenting, conducting, evaluating and validating.

## **5.9 Evaluation of Recovery**

It is the responsibility of the LRC to Monitor the progress of recovery and provide periodic reports to the LRCG and State Recovery Coordinating Group, if established. The evaluation of recovery activities is essential to maximise lessons learned and identify where improvements can be made. An evaluation of the effectiveness of the recovery activities in relation to the recovery plan should be conducted within 12 months of the disaster.

The evaluation can involve:

- Community and stakeholder surveys
- Interviews
- Workshops
- Assessment of key project outcomes

## GLOSSARY OF TERMS

**CONTROL AGENCY (also referred to as COMBAT AGENCY)** - an organization which, because of its expertise and resources, is responsible for performing an activity such as firefighting, rescue, temporary building restoration, evacuation, containment of oil spills, monitoring of radioactive materials. An emergency operation may involve a number of Combat Agencies.

**COMMUNITY EMERGENCY RISK MANAGEMENT**- a systematic process that produces a range of measures which contribute to the well-being of communities and the environment.

**DISASTER**- See EMERGENCY.

**DISTRICT EMERGENCY COORDINATOR**- is appointed by the State Emergency Coordinator for each emergency management district. The District Emergency Coordinator has responsibility to provide advice and support to the District Emergency Management Committee for the district for the development and maintenance of emergency management arrangements for its district and to carry out other emergency management functions in accordance with the directions of the State Emergency Coordinator.

**DISTRICT EMERGENCY MANAGEMENT COMMITTEE**- is responsible for assisting in the establishment and maintenance of effective emergency management arrangements for the district for which it is constituted and has such other functions as are prescribed by Regulations.

**EMERGENCY**- an event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which is beyond the resources of a single organization or which requires the coordination of a number of significant emergency management activities.

**EMERGENCY MANAGEMENT**- The emergency management concepts for Western Australia are consistent with those of the commonwealth and in accordance with the Emergency Management Regulations 2006: **Prevention** activities eliminate or reduce the probability of occurrence of a specific hazard. They also reduce the degree of damage likely to be incurred. **Preparedness** activities focus on essential emergency response capabilities through the development of plans, procedures, organization and management of resources, training and public education. **Response** activities combat the effects of the event, provide emergency assistance for casualties, and help reduce further damage and help speed recovery operations. **Recovery** activities support emergency affected communities in their construction of the physical infrastructure and restoration of emotional, social, economic and physical wellbeing. During recovery operations, actions are taken to minimize the recurrence of the hazard and/or lessen the effects on the community.

**EMERGENCY RISK MANAGEMENT** – A systematic process that produces a range of measures that on being implemented contributes to the safety and wellbeing of communities and the environment.

**HAZARD** – a situation or condition with potential of for loss or harm the community or the environment.

**HAZARD MANAGEMENT AGENCY** – that organisation which, because of its legislative responsibility or specialized knowledge, expertise and resources, is responsible for ensuring that all emergency management activities pertaining to the prevention of, preparedness for, response to, and recovery from, a specific hazard are undertaken. Such organisations are either designated by legislation or detailed in State level emergency management plans.

**INCIDENT** – an emergency, which impacts upon a localized community or geographical area but not requiring the coordination and significant multi-agency emergency management activities at a district or State level.

**INCIDENT AREA** – the area, defined by the Incident Controller, incorporating the localized community or geographical area impacted by the incident.

**INCIDENT CONTROLLER** – the person responsible for the overall management of the response phase, to a major emergency or disaster. In all instances the senior officer of the Hazard Management Agency will perform this function.

**INCIDENT MANAGEMENT GROUP** – the group that may be convened by an Incident Manager in consultation with the relevant Local Emergency Coordinator to assist in the overall management of an incident. The IMG includes representation from key agencies involved in the response.

**INCIDENT MANAGEMENT TEAM** – the group of incident management personnel comprised of the Incident Controller and the personnel appointed to be responsible for the functions of Planning, Operations and Logistics.

**LIFELINES** – systems or networks that provide for the circulation of people, goods, services and information upon which, health safety, comfort and economic activity depend.

**EMERGENCY COORDINATOR** – is appointed for the local government district by the State Emergency Coordinator. The Emergency Coordinator is responsible for providing advice and support to the Local Emergency Management Committee for the district in the development and maintenance of emergency management arrangements and are also responsible for assisting Hazard Management Agencies in the provision of a coordinated response during an emergency in the district and carrying out other emergency management activities in accordance with the State Emergency Coordinator.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE** – is established by the local government and consists of a chairperson and other members appointed by the relevant local government with the Shire President/Mayor or other person appointed by the Local Government as the chairperson of the committee. Functions of the Local Emergency Management Committee are to advise and assist the local government in ensuring that local emergency management arrangements are established



for its area, to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements, and to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

**RISK** – a concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment.

**RISK MANAGEMENT** – the systematic application of management policies, procedures and practices to the task of identifying, analyzing, evaluating, treating and monitoring risk.

**STATE EMERGENCY COORDINATION GROUP** – a group that may be established at State level, by the State Emergency Coordinator, at the request of, or in consultation with, the Hazard Management Agency, to assist in the provision of a coordinated multi-agency response to and recovery from the emergency. The SECG includes representation, at State level, from key agencies involved in the response and recovery for the emergency.

**SUPPORT ORGANISATION** – an organisation whose response in an emergency is either restore essential services (e.g. Western Power, Water Corporation of WA, Main Roads W.A. etc) or to provide such support functions as relief, medical and health, transport, communications, engineering etc.

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## Ordinary Council Meeting 21 March 2024

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***Attachment 1- 11.1.5a Reviewed Council Policies (Stage 3)***

***Attachment 2- 11.1.5b FIN11 Recognition and Depreciation of Assets***

***Item 11.1.5- Policy Manual Review – Stage 3***

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### 3. ELECTED MEMBERS (ELM)

#### **ELM04 Elected Member Continuing Professionals Development (CPD)**

<u>Aim</u>	<u>To provide a policy covering the continuing professional development of council members to further their knowledge and skills to better represent their constituents</u>
<u>Application</u>	<u>Elected Members</u>
<u>Statutory Environment</u>	<u>Local Government Act 1995</u> <u>This policy is made in accordance with Division 10 – Training and Development (s.5.126, s.5.127 and s.5.128) of the Local Government Act 1995 (the Act).</u> <u>Regulation 36; Local Government (Administration) Regulations 1996</u>
<u>Approval Date</u>	
<u>Last Review</u>	<u>OCM 19 November 2020</u>
<u>Next Review</u>	<u>2026</u>
<u>Review Period</u>	<u>2 years</u>

#### **Objective**

To give effect to the Shire of Morawa's commitment to facilitate continuing professional development of Council Members, which enhances their knowledge and develops their skills, thus augmenting Council's capacity for well-informed decision-making and the provision of good government for our community.

This policy provides a framework to assist Council Members to identify and access relevant training and defines the expenses that will be paid by the Shire.

This policy supports compliance with sections 5.127 and 5.128 of the Local Government Act 1995 (the Act), which require Local Governments to prepare and adopt a policy in relation to the continuing professional development of Council Members, and to provide annual reports on training.

#### **Policy**

This policy applies to Council Member training and continuing professional development, including mandatory training required under s.5.126 of the Act.

#### **Council Member Induction**

Following each election, the Shire CEO and current President (or longest serving councillor, should the previous Presidents role become vacant) will conduct a basic induction providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government prior to their first Council meeting.

#### **Mandatory Training**

# Shire of Morawa Policy Manual

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Council Members are required to complete the Council Member Essentials Course within 12-months from the day on which they are elected, unless exempt under Regulation 36 of the Local Government (Administration) Regulations 1996. Council Members should confirm with the Chief Executive Officer whether they are eligible for an exemption.

The Shire's preferred provider for this course is WALGA, and course delivery is available online and face to face. Council Members are encouraged to complete the online course in the first instance for ease and cost reduction purposes, with face to face training options being made available to all Council Members when available either in the Mid West or the Perth metropolitan area, with any Council Members able to attend the face to face courses subject to compliance with their annual budget allocation. The administration will coordinate all bookings and arrangements for Council Members to complete mandatory training within the regulated timeframe.

## Continuing Professional Development

Eligible Continuing Professional Development formats include, but are not limited to:

- Short courses;
- Training courses;
- Workshops;
- Seminars;
- Conferences;
- Formal qualifications, or individual units or modules as components of formal qualifications.

Continuing Professional Development should be delivered by industry recognised training providers, peak bodies, or professional organisations.

In order to be eligible for approval under this policy, Continuing Professional Development must be relevant to the role of a Council Member, and offer demonstrable benefit to the Council as a governing body, the Shire as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the Shire;
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member and governance role;  
or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the community.

Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.

# Shire of Morawa Policy Manual

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- Conferences, training, workshops, or seminars that address the initiatives and projects identified in the Shire's Strategic Community Plan, Corporate Business Plan or other strategic documents.

Council Members are encouraged to identify and share relevant Continuing Professional Development opportunities with Council and the CEO. The CEO will also identify and inform Council Members of relevant opportunities.

## Request for approval

Council Members who wish to attend training or professional development may make application by providing the following details to the CEO in writing:

- a) Course or event title, provider or organiser name, location and date;
- b) Copy of, or link to program, course outline or other summary of content;
- c) An outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this policy; and
- d) Total estimated costs including accommodation, travel and sundry expenses.

*Note – This application process is not needed for courses/conferences promoted to Council by the CEO/administration, as the eligibility of the CPD activity has already been determined.*

Applications, including all required details, are to be submitted in reasonable time for registration. Approval for Council Member attendance may be granted by:

- a) the Chief Executive Officer where the:
  - i application complies with this policy;
  - ii event is to be held within WA; and
  - iii the Council Member has sufficient funds available in their professional development (CPD Costs) allocation to meet all costs of attendance
- b) resolution of Council where the:
  - (i) application has been refused by the Chief Executive Officer and the Council Member requests review/escalation;
  - (ii) application does not comply with this policy;
  - (iii) estimated costs of attendance exceed the available balance of the Council Member's annual professional development allocation; or
  - (iv) event is to be held outside of WA.

## Limitations

Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Therefore, in some instances, approval may not be granted where attendance conflicts with scheduled Council or Committee meetings (i.e. a meeting where important strategic decisions are required or where the meeting may lack a quorum), unless Council has otherwise resolved.

Where attendance at a particular training or professional development event would require an extended absence, no more than two Council Members may attend, unless Council has otherwise resolved.

Approval will not be granted for training or continuing professional development that is scheduled to occur in the last six months of a Council Member's term of office.

## Sharing of knowledge

In order to realise the maximum benefit for the Shire, Council Members will provide information on their attendance, key features and benefits of the training or professional development within a reasonable period after completion. Council Members may include ideas and innovations

# Shire of Morawa Policy Manual

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identified through the professional development for discussion at future Concept Forums, where the matter relates to the Shire's strategic objectives.

Knowledge sharing may be provided as a presentation or verbal update to an informal Concept Forum, or a written report provided to the Chief Executive Officer and circulated to all Council Members. Where relevant, copies of resources obtained at the event may also be provided to the Chief Executive Officer for circulation to all Council Members.

## CPD Costs

To manage the Shire's budget each year and to ensure equality of access across Council Members, an annual allocation of \$3,000 per Council Member, and \$6,000 for the Presiding Member will be allocated as part of a continual professional development and conferences budget.

This budget allocation is made to cover all reasonable costs associated with training or professional development approved in accordance with this policy, as detailed in this section.

Travel, registration fees and accommodation are to be arranged directly by the Shire administration. Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

Registration fees may include, where applicable, event registration, conference program dinners, technical tours and accompanying workshops identified within the event program.

Where travel is involved, the Shire of Morawa Council has determined that the annual allowance paid to Elected Members in accordance with the current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members (the Determination) is to cover all meeting attendance and vehicle travel, including travel related to training and development.

Air travel is to be by Economy Class at a time that is convenient to the Council Member. As far as is practicable, tickets will be purchased well in advance, and take advantage of available discount fares.

A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid by or reimbursed by the Council Member before the Shire confirms the booking/s.

Reasonable accommodation will be booked for the Council Member for a room at or in close proximity to the event venue and within the expenditure limitations within this Policy and equivalent to a 3 or 4 star room.

If it is not reasonable to expect travel to occur on the day of the event, the booking may allow for arrival the day prior to commencement, and departure the day following the close of the event.

A Council Member may choose to upgrade their accommodation standard or extend their visit for personal reasons, however additional costs are to be paid by the Council Member (including any additional associated or travel costs) and confirmed prior to the Shire confirming the booking.

Council Members are not to obtain personal benefit from expenditure of Shire funds and must not claim personal frequent flyer or accommodation loyalty points for air travel or accommodation paid for by the Shire.

Funding for meals and incidental expenses is to be provided in accordance with the Determination.

# Shire of Morawa Policy Manual

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Meal expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these meals are not provided at the event or in travel. When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event will not to be paid by the Shire.

Incidental taxi, economy ride share or public transport modes of transport (i.e. to / from airport, event venue) may be claimed for reimbursement on submission of receipts.

All reasonable away-from-home costs like accommodation, taxi fares, meals, refreshments (including non-alcoholic mini-bar purchases) and other minor relevant incidentals are to be reimbursed. Claims can include a reasonable range of expenses commonly associated with living away from home and liaising with external stakeholders, like a limited number of alcoholic refreshments accompanied with an evening meal and in some circumstances costs like unforeseen/emergency clothes cleaning.

The Shire reserves the right to disallow excessive claims and invoice for reimbursement if required. Expenses like in-room movies and otherwise personal costs like grooming, will not be reimbursed. Reasonably avoidable costs like clothes washing or meal costs where they are otherwise provided by the accommodation package, or the training/conference will also not be reimbursed.

## Travel Insurance – Intrastate, Interstate and International

Subject to policy wording and conditions, Council Members are covered by the Shire's corporate travel protection for the duration of their travel relevant to attendance at the approved event, including any incidental private travel taken either side or during the event.

Council Members should review the conditions of the Shire's corporate travel protection policy and member certificate to determine whether it is adequate for their personal needs and circumstances, and so that the Shire and/or the Council Member can make any necessary alternative arrangements.

## Accompanying persons/entertainment costs

Council Members are responsible for and will be required to pay all costs associated with an accompanying person attending an event or conference (including conference dinners and functions).

The Shire may coordinate accompanying person bookings and registrations for travel, accommodation, and the event / function, with costs incurred to be paid to the Shire by the Council Member prior to or as soon as the Shire confirms the booking/s.

## Booking Change / Modification Costs

Costs incurred for changing or modifying a booking for travel or accommodation, where the change or modification is:

- a. At the request of the Council Member, are to be paid by the Council Member; or
- b. A requirement or for the convenience of the Shire, are to be paid by the Shire.

## Cancellations

Costs incurred for cancellation of registration, travel, or accommodation, where the cancellation is:

- a. At the request of the Council Member, are to be attributed to the Council Member's individual allocation; or
- b. A requirement or for the convenience of the Shire are to be paid by the Shire.

# Shire of Morawa Policy Manual

## Report on training

The Shire is required to produce a report detailing the training completed by Council Members during each financial year, in accordance with s.5.127 of the Act.

The report will include the following details of both mandatory training and continuing professional development completed by Council Members:

- Name of Council Member;
- Date of election;
- Whether the Council Member is required to complete Mandatory Training, and if applicable, the due date for completion and date of completion;
- Title of each training course or module completed or event/conference attended;
- The date attended or completed;
- The training provider or event/conference organiser;

Council Members are required to submit certificates/records of attendance to the Shire administration for record keeping and training report development.

The report will be provided to Council Members for their information, before being published on the Shire's website within one month of the end of the financial year.

## Council Member Commitment

Council Members are committed to:

- a) Take a positive approach to identifying opportunities for improvement and professional development.
- b) Prepare for, participate in and complete professional development and training approved/booked under this policy.
- c) Apply the benefits of professional development to fulfilling their Council Member role, including by sharing their knowledge with other Council Members.
- d) Make reasonable efforts to confirm their availability, or otherwise, to the CEO before booking deadlines.
- e) When requested, advise the CEO of alternative dates / times that they would be available to facilitate their participation in training.
- f) Advise the CEO, at the earliest opportunity, if they are unable to attend planned / booked training. Where training costs are unable to be refunded, applicable costs will be debited to the individual Council Member's allocation.

## Policy Review

In accordance with s.5.128 of the Act, this policy will be provided for Council's review following each ordinary election. The Shire will ensure the policy review occurs within the first 12-months following each ordinary election.

## **ELM04 — Councillor Training/Conference Attendance**

Aim	<del>To provide best practice local government by providing Councillors with the opportunity to attend relevant training and conference programs to further their knowledge and skills to better represent their constituents</del>
Application	All Elected Members
Statutory Environment	<del>Local Government Act 1995 Local Government (Administration) Regulations 1996 Planning and Development Act 2005 Public Service Award 1992</del>



# Shire of Morawa Policy Manual

Approval Date	OCM 19 November 2020
Last Review	N/A
Next Review	2022
Review Period	2 years

## Objective

This policy is to provide a framework within which Councillors can have access to a range of development and training/conference opportunities that will assist them to undertake their role throughout the elected term of office.

## Policy

### Training/Conference

The Shire of Morawa has a budget allocation for the purpose of enabling Councillors to participate in development opportunities that will assist them to undertake their role and/or develop skills and competencies.

The Shire of Morawa provides training /conference opportunities for Councillors that contributes to the corporate objectives by:

- Assisting prospective and new Councillors assimilate into the role; and
- Assisting Councillors to meet the demands upon them by developing the necessary skills through recognised training; and
- Assisting Councillors to achieve excellence in performance; and
- Ensuring Councillors work professionally in a team environment for the betterment of their constituents.

Councillors can attend various programs during their term of office, to assist their professional development and to provide them with enhanced skills to effectively maximise the benefits of the commitment they have given to their elected position.

Council will give preference to any course which can be conducted on site and therefore can benefit a larger number of Councillors and Staff. Any request for training/conference attendance should include consideration of whether the course can be conducted within the Shire of Morawa.

If possible, where training can be held on site, an invitation will be extended to regional councils to join in the training. To register, the attached application form and other relevant documents must be completed and provided to the Chief Executive Officer (CEO) prior to the program.

### Conference Training Budget

A Councillor Conference / Training budget is to be maintained and all Conference / Training costs are allocated against that sum, except for the following:

Car mileage expenses from the Councillors home in the Shire and likewise for the return journey to the Councillors home.

- Local hotel costs where the travel warrants it.
- Costs to attend the annual WALGA Local Government Week Conference (Note this is to promote Councillor attendance at this annual conference as a combination training

# Shire of Morawa Policy Manual

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~~opportunity; chance to meet other WA Local Government Councillors and WALGA representatives; and also as a good forum for Councillor team development.~~

~~Should a Councillor have the opportunity to be accompanied by a family member or partner to a work-related conference or event, any administration in relation to transport and/or bookings or accommodation and/or any associated costs are the responsibility of the Councillor in all instances.~~

~~Should a Councillor attend an authorised conference dinner (or similar), where available, the Shire will pay for the cost of one family member or partner to accompany the Councillor. Any family members or other attendees accompanying the Councillor is not covered under the Council's relevant insurance policies.~~

## Approval Process

~~Applications will be determined by the Shire President in consultation with the CEO with regard to budget availability. It is intended that the budget allocation for Councillors will be applied in a consistent and fair manner without patronage.~~

~~The application can only be approved where the costs are in accordance with ELM05 Councillors Accommodation and Incidental Expenses whilst on Council Business Policy can be accommodated within the approved budget allowance.~~

~~A Councillor should present a short statement from the Training/Conference to the monthly Briefing Session.~~

# Shire of Morawa Policy Manual

## ELM05 Councillor Accommodation and Incidental Expenses Whilst on Council Business

Aim	Members of Council are required to perform a number of functions in the fulfilment of their Councillor duties. The Shire also provides members with the opportunity to attend conferences, seminars, and training courses to continuously improve their capacities.
Application	<del>All</del> Elected Members
Statutory Environment	<i>Local Government Act 1995, s2.10, 5.98(2) (b), 5.98(3) (b), 5.98(5) (b), 5.99A (b), 5.102.</i> <i>Local Government (Administration) Regulations 1996, Regs 31(1), 32(1)</i> <i>Salaries &amp; Allowances Act s7B</i> <i>Salaries and Allowances Tribunal on Local Government Elected Council Members June 2014</i> <i>Public Service Award 1992 (Schedule F &amp; I)</i> <i>Local Government Officer's (Western Australia) Interim Award 2011</i>
Approval Date	<del>OCM 19 November 2020</del>
Last Review	<del>OCM 19 November 2020</del> N/A
Next Review	202 <del>5</del> <sub>2</sub>
Review Period	2 years

### Objectives

To ensure that representatives of the Shire who are attending to legitimate and approved business on behalf of the Council are not financially disadvantaged as a result of attending to that business.

To provide flexibility for Elected Members required to travel on Council Business.

To ensure the funds of the Shire are properly and responsibly used by representatives of the Council when they incur expenses whilst on legitimate and approved Shire business, and that funds are accounted for in accordance with the relevant Regulations.

### Policy

In order for Elected Members to carry out their legislated roles and functions, to participate in training/conferences, and to consult with stakeholders and other Local Government representatives both within and outside the Shire of Morawa, the Shire may reimburse relevant costs and pay agreed member allowances.

All Elected Members are encouraged to attend appropriate training in accordance with Policy ELM04 Elected Member Continuing Professionals Development (CPD).

#### Member Allowances

Under the *Local Government Act 1996* the Council is required to determine the amount of allowances that members are entitled to receive within prescribed limits (which are set out in the *Local Government (Administration) Regulations 1996*, and complimented via WA State Administrative Tribunal determinations).

The amount of these allowances are to be reviewed each year by Council as part of the annual budget development process and the revised amount is to be set by a resolution of Council made by an absolute majority. Allowances are to be paid quarterly in arrears and if an ~~e~~Elected

# Shire of Morawa Policy Manual

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~~Member~~ retires before the end of their term then they will be paid a daily rate up until the date they retire.

The Shire of Morawa Council has determined that these allowances will cover all meeting attendance and vehicle travel cost relating to meetings or training and development.

## **“Away From Home” Expenses**

All accommodation requirements to be where-ever possible supported by an official Council purchase order and coordinated by the Chief Executive Officer (or delegate).

All reasonable away-from-home costs like accommodation, taxi fares, meals, refreshments (including non-alcoholic mini-bar purchases) and other minor relevant incidentals are to be reimbursed. Claims can include a reasonable range of expenses commonly associated with living away from home and liaising with external stakeholders, like a limited amount of alcoholic refreshments accompanied with an evening meal and in some circumstances costs like unforeseen/emergency clothes cleaning.

The Shire reserves the right to disallow excessive claims and invoice for reimbursement if required. Expenses like in-room movies and otherwise personal costs like grooming, will not be reimbursed. Reasonably avoidable costs like clothes washing or meal costs where they are otherwise provided by the accommodation package or the training/conference will also not be reimbursed.

## **Child Care**

Members who incur ~~child-care~~childcare costs as a result of attending Council meetings or a meeting of a ~~C~~committee (of which ~~he or she is~~they are a member), are entitled to reimbursement in accordance with section 5.98(2) as prescribed in regulation 31(1)(b) of the *Local Government (Administration) Regulations 1996*.

~~Child-care~~Childcare costs incurred are to be calculated at the same rate applicable to the current determination of the Salaries and Allowances Tribunal on Local Government Elected Members.

## **Other Expenses (Incidentals)**

It is not expected that members may need to incur any unreasonable level of expense in the performance of their duties. Where a member does incur in the performance of their duties any other expense (in addition to those specifically highlighted in this Policy) which the member believes they are entitled to have reimbursed, a claim should be submitted to the Chief Executive Officer, who shall decide in accordance with the ~~LGA-Local Government Act 1995~~ and the Administration Regulations on the extent of the reimbursement.

## **Claiming of Costs**

Any claim for other expenses shall include receipts or suitable evidence of expenditure and are to be submitted to the Chief Executive Officer for authorisation. In instances where receipts or proof of expenditure cannot be supplied, a written declaration with sufficient information of expenditure should be submitted (a written declaration will ideally only be used for special circumstances and will be determined as appropriate by the Chief Executive Officer). Other guidelines, directions and procedures for the administration of this policy may include such things as:

- Purchasing procedures
- Preferred accommodation providers

# Shire of Morawa Policy Manual

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- Corporate charging arrangements

## Costings

Elected ~~m~~M~~e~~mbers should contact the Executive Assistant to CEO in order to ascertain their expenditure regarding costs incurred as part of this policy, and other related policies, at the time of application.

# Shire of Morawa Policy Manual

## ELM07 Order of Business - Ordinary Council Meetings

Aim	To outline the Order of Business at Ordinary Meetings of Council and Council Committees.
Application	<u>Elected Members</u> <u>Committee Members</u> <u>Employees</u> <u>Community Members</u> <del>All Elected Members and Staff</del>
Statutory Environment	<i>Local Government Act 1995 Part 3- Functions of Local Government, Subdivision 1</i> <i>Shire of Morawa Meeting Procedures 2012 - Local Law</i>
Approval Date	<del>OCM 19 November 2020</del>
Last Review	<u>OCM 19 November 2020</u> N/A
Next Review	2027 <del>2</del>
Review Period	4 years

### Objective

To outline the Order of Business at Ordinary Meetings of Council and Council Committees as determined by Clause 18 of the Local Law Relating to the Conduct of Proceedings and the Business of Council – Standing Orders.

### Policy

The Order of Business at an Ordinary Meeting of Council shall be as follows:

Item 1 Opening of Meeting

Item 2 Acknowledgement of Traditional Owners and Dignitaries

Item 3 Recording of Attendance

3.1 Attendance

~~3.2 Attendance by Telephone / Instantaneous Communications~~

3.~~2~~3 Apologies

3.~~3~~4 Approved Leave of Absence

3.~~4~~5 Disclosure of Interests

Item 4 Applications for Leave of Absence

Item 5 Response to Previous Questions

Item 6 Public Question Time

6.1 Public Question Time

6.2 Public Statement Time

6.3 Petitions/Deputations/Presentations/Submissions

Item 7 Questions from Members without Notice

Item 8 Announcements by Presiding Member without Discussion

Item 9 Declarations of All Members to have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting

Item 10 Confirmation of Minutes of Previous Meeting

Item 11 Reports of Officers

~~11.1 Chief Executive Officer~~

~~11.2 Executive Manager Corporate & Community Services~~

~~11.3 Economic Development Manager~~

~~11.4 Executive Manager Works & Assets~~

# Shire of Morawa Policy Manual

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- Item 12 Reports of Committees
- Item 13 Motions of Which Previous Notice Has Been Given
- Item 14 New Business of an Urgent Notice
- Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)
  - 15.1 Closure of the Meeting to the Public
  - 15.~~1.3~~ Open the Meeting to the Public
- Item 16 Closure
  - 16.1 Date of Next Meeting
  - 16.2 Closure

# Shire of Morawa Policy Manual

## ELM21 Chief Executive Officer Performance Review

Aim	Guidelines for the CEO Performance review process
Application	<del>Elected Members</del> CEO <del>and Elected Members</del>
Statutory Environment	<i>Local Government Act 1995 s5.38</i>
Approval Date	<del>OCM 19 November 2020</del>
Last Review	<del>OCM 19 November 2020</del> 2020
Next Review	202 <del>5</del> 2
Review Period	2 years

### Objective

To accord with s5.38 of the *Local Government Act 1995* in undertaking the performance review of the Chief Executive Officer (CEO).

### Policy

That the performance of the ~~CEO~~ be reviewed by the 'Shire of Morawa Chief Executive Officer Performance Review Occasional Committee' ('Committee') at least once in relation to each year of employment using the performance ~~criteria-objectives~~ contained in the CEO's Position Description: And the specified Key Performance Areas determined by Council.

The objective of the Committee is as follows:

- Compile the consensus response for each of the key result areas detailed in clause of the CEO's contract of employment;
- Conduct a performance review feedback session with the CEO;
- Prepare and submit for Council approval a report describing the assessment developed during the performance review, changes to be made, special tasks to be done, or decisions to follow as a result of the evaluation;
- Prepare and submit for Council approval the agreed performance objectives for the next review period; and
- Prepare and submit for Council approval any variations to the CEO's conditions of employment.

### Arrangements

The Shire President shall arrange for an appropriate consultant to undertake the CEO's performance review. As part of the performance review, the consultant will undertake interviews with (but not limited to):

- committee ~~and Council~~ members who have a direct relationship with the CEO (e.g.);
- senior staff;
- Other as determined by the Shire President.

The performance review will be carried out by the Committee in a closed meeting with the CEO.

A review of delegations and Key Performance Indicators forms part of the review process and which will reference s5.41. 'Functions of CEO' under the *Local Government Act 1995*.



## **Shire of Morawa Policy Manual**

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A record of proceedings be prepared by the CEO and when confirmed by the Committee will be forwarded to the next available Council meeting on a confidential basis for consideration.

# Shire of Morawa Policy Manual

## ELM22 Legal Proceedings

Aim	To establish the principals under which funding may be provided, the level of funding that may be provided and the processes to be followed by the applicant when making a request.
Application	<del>All</del> Elected Members <del>and</del> <u>Committee Members</u> <del>e</del> Employees
Statutory Environment	Section 9.56 of the Local Government Act 1995 (the Act)
Approval Date	<del>OCM 19 November 2020</del>
Last Review	<del>OCM 19 November 2020</del> N/A
Next Review	<del>2027</del> 2
Review Period	<del>23</del> years

### Objective

This policy is designed to protect the interests of ~~C~~ouncil ~~and~~ Committee Members and Employees (including past Members and former Employees) where they become involved in legal proceedings because of their official functions. In most situations, the local government may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings.

### Policy

In each case it will be necessary to determine whether assistance with legal costs and other liabilities is justified for the good government of the district. This policy applies in that respect.

#### General

1. The local government may provide financial assistance to Members and Employees in connection with the performance of their duties provided that the Member or Employee has acted reasonably and has not acted illegally, dishonestly, against the interests of the local government or otherwise in bad faith.
2. The local government may provide such assistance in the following types of legal proceedings:
  - a) proceedings brought by Members and Employees to enable them to carry out their local government functions (e.g. where a Member or Employee seeks a restraining order against a person using threatening behaviour);
  - b) proceedings brought against Members or Employees - this could be in relation to a decision of Council or an Employee which aggrieves another person (e.g. refusing a development application) or where the conduct of a Member or Employee in carrying out ~~his or her~~ their functions is considered detrimental to the person (e.g. defending defamation actions); and
  - c) statutory or other inquiries where representation of Members or Employees is justified.
3. The local government will not support any defamation actions seeking the payment of damages for individual Members or Employees in regard to comments or criticisms levelled at their conduct in their respective roles. Members or Employees are not precluded, however, from taking their own private action. Further, the local

# Shire of Morawa Policy Manual

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government may seek its own advice on any aspect relating to such comments and criticisms of relevance to it.

4. The legal services the subject of assistance under this policy, will usually be provided by the local government's nominated solicitors. Where this is not appropriate for practical reasons or because of a conflict of interest then the service may be provided by other solicitors approved by the local government.

## Applications for Financial Assistance

- a) Subject to item (e), decisions as to financial assistance under this policy are to be made to Council.
- b) A Member or Employee requesting financial support for legal services under this policy is to make an application in writing, where possible in advance, to the Council providing full details of the circumstances of the matter and the legal services required.
- c) An application to the Council is to be accompanied by an assessment of the request and with a recommendation which has been prepared by, or on behalf of, the Chief Executive Officer (CEO).
- d) A Member or Employee requesting financial support for legal services, or any other person who might have a financial interest in the matter, should take care to ensure compliance with the financial interest provisions or the *Local Government Act 1995*.
- e) Where there is a need for the provision of urgent legal services before an application can be considered by Council, the CEO in consultation with the Shire President may give an authorisation to the value of up to \$5000 provided that the power to make such an authorisation has been delegated to the CEO in writing under section 5.42 of the *Local Government Act 1995*.
- f) Where it is the CEO who is seeking urgent financial support for legal services the Council shall deal with the application.

## Repayment of Assistance

- a) Any amount recovered by a Member or Employee in proceedings, whether for costs or damages, will be off set against any monies paid or payable by the local government.
- b) Assistance will be withdrawn where the Council determines, upon legal advice, that a person has acted unreasonably, illegally, dishonestly, against the interests of the local government or otherwise in bad faith; or where information from the person is shown to have been false or misleading.
- c) Where assistance is so withdrawn, the person who obtained financial support is to repay any monies already provided. The local government may take action to recover any such monies in a court of competent jurisdiction.

# Shire of Morawa Policy Manual

## ELM25 Code of Conduct – Behaviour Complaints Management Policy

Aim	The Code provides guidance to assist in minimising both actual and perceived bias due to conflict of interests.
Application	<del>All Council</del> <u>Elected</u> Members <del>, Committee Members, and</del> Candidates
Statutory Environment	<i>Local Government (Model Code of Conduct) Regulations 2021.</i>
Approval Date	<del>OCM 20 May 2021</del>
Last Review	<del>OCM 20 May 2021</del> <u>2021</u>
Next Review	202 <u>5</u> <del>3</del>
Review Period	2 years

### Objectives

To establish, in accordance with Clause 15(2) of the *Local Government (Model Code of Conduct) Regulations 2021* and Shire of Morawa Code of Conduct for Council Members, the procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Shire of Morawa Code of Conduct for Council Members, Committee Members and Candidates.

To give effect to the Shire of Morawa's commitment to an effective, transparent, fair and accessible complaints handling process that supports high standards of behaviour of Council Members, Committee Members and Candidates.

This Policy applies to complaints made in accordance with Clause 11 of the Shire of Morawa Code of Conduct for Council Members, Committee Members and Candidates.

This Policy applies to Council Members, Committee Members, Candidates and any person who submits a complaint in accordance with this Policy.

### Policy

#### 1. Principles

##### 1.1. Procedural fairness

The principles of procedural fairness, or natural justice, will apply when dealing with a Complaint under this Policy. In particular:

- a) the Respondent will be afforded a reasonable opportunity to be heard before any findings are made, or a plan implemented;
- b) the decision maker should be objective and impartial, with an absence of bias or the perception of bias; and
- c) any findings made will be based on proper and genuine consideration of the evidence.

##### 1.2. Consistency

The application of this Policy should lead to consistency in process and outcomes. While each Complainant and Respondent will be dealt with according to their circumstances, and each Complaint considered and determined on its merits, similar circumstances will result in similar decisions.

# Shire of Morawa Policy Manual

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## 1.3. Confidentiality

The Shire of Morawa will take all reasonable steps to maintain confidentiality when dealing with the Complaint, in order to protect both the Complainant and Respondent.

Council Members, Local Government Employees and contractors who have a role in handling a specific complaint will be provided with sufficient information to fulfil their role. They must manage this information securely and must not disclose or inappropriately use this information. Complainants will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the progress of their Complaint.

## 1.4. Accessibility

The Shire of Morawa will ensure that information on how to make a complaint, including this Policy, is available at the Shire of Morawa's Administration Building and on the Morawa's website. The Shire of Morawa will make information available in alternative formats if requested.

Any person wishing to make a complaint may contact the Behaviour Complaints Officer if they require assistance in completing the complaint form or otherwise navigating the complaints process.

## 2. Roles

### 2.1. Behaviour Complaints Officer

The Behaviour Complaints Officer is authorised in accordance with clause 11(3) of the Code of Conduct to accept complaints and withdrawal of complaints.

The Behaviour Complaints Officer is not an advocate for the complainant or the respondent. The Behaviour Complaints Officer provides procedural information and assistance to both Complainant and Respondent.

The Behaviour Complaints Officer will liaise with and provide administrative support to a Complaint Assessor appointed under this Policy.

In undertaking their functions, the Behaviour Complaints Officer will apply the Principles of this Policy.

### 2.2. Complaint Assessor

The Complaint Assessor is appointed by the Behaviour Complaints Officer in accordance with Part 3.8 of this Policy.

The Complaint Assessor is an impartial third party who will undertake the functions specified in this Policy. In undertaking their functions, the Complaint Assessor will apply the Principles of this Policy.

The Complaint Assessor will liaise with the Behaviour Complaints Officer to manage the administrative requirements of dealing with the Complaint in accordance with this Policy.

## 3. Procedure

### 3.1. Making a complaint

Any person may make a Complaint alleging that a Council Member, Committee Member or Candidate has behaved in a way that constitutes a breach of Division 3 of the Code of Conduct *[clause 11(1) of the Code of Conduct]*.

A Complaint must be made within one (1) month after the alleged Breach *[clause 11(2)(c) of the Code of Conduct]*.

A Complaint must be made by completing the Behaviour Complaint Form in full and providing the completed forms to the Behaviour Complaints Officer.

A Complaint must be made in accordance with the Behaviour Complaint Form and specify which requirement(s) of the Code of Conduct is alleged to have been breached.

# Shire of Morawa Policy Manual

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A Complaint is required to include the name and contact details of the Complainant therefore anonymous complaints cannot be accepted.

Where a Complaint Form omits required details, the Behaviour Complaints Officer will invite the Complainant to provide this information in order for the Complaint to be progressed.

Where a Complaint is made more than 1 month after the alleged breach, the Behaviour Complaints Officer will give the Complainant written notice that the Complaint cannot be made [*clause 11(2)(c) of the Code of Conduct*].

## 3.2. Candidate Complaints

A Complaint in relation to a Candidate must be made in accordance with 3.1, above, but cannot be dealt with unless the Candidate is subsequently declared elected as a Council Member.

Within 7 days after receiving a Candidate Complaint, the Behaviour Complaints Officer will provide written notice:

- a) To the Complainant confirming receipt, and advising of the procedure for candidate complaints; and
- b) To the Respondent, including a summary of the complaint, and advising of the procedure for candidate complaints.

No action will be taken until the results of the election are declared by the Returning Officer. If the respondent is elected, then the complaint will be dealt with in accordance with this Policy. Timeframes that would otherwise commence on the receipt of a Complaint will be taken to commence on the election date.

If the Respondent is not elected, the Behaviour Complaints Officer will provide the Complainant with notice that the Respondent has not been elected and that the Complaint cannot be dealt with [*clause 15(1) of the Code of Conduct*].

## 3.3. Withdrawing a Complaint

A Complainant may withdraw their Complaint at any time before a Finding has been made in relation to the Complaint [*clause 14 of the Code of Conduct*].

A Complainant may withdraw a Complaint by advising the Behaviour Complaints Officer in writing that they wish to do so.

After receiving a written withdrawal of the Complaint, the Behaviour Complaints Officer will take all necessary steps to terminate the process commenced under this Policy.

## 3.4. Notice of Complaint

Within 7 days after receiving a Complaint, the Behaviour Complaints Officer will provide written notice to the Complainant that:

- a) confirms receipt of the Complaint;
- b) outlines the process that will be followed and possible outcomes;
- c) explains the application of confidentiality to the complaint;
- d) includes a copy of this Policy; and
- e) if necessary, seeks clarifications or additional information.

If the Complaint Form indicates that the Complainant agrees to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will advise the Complainant of the process in accordance with Part 3.6 of this Policy.

## 3.5. Notice of Respondent

Within 14 days after receiving a Complaint, the Behaviour Complaints Officer will provide written notice to the Respondent that:

- a) advises that a Complaint has been made in accordance with the Code of Conduct and this Policy;
- b) includes a copy of the Complaint Documents;

# Shire of Morawa Policy Manual

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- c) outlines the process that will be followed, the opportunities that will be afforded to the Respondent to be heard and the possible outcomes;
- d) includes a copy of this Policy; and
- e) if applicable, advises that further information has been requested from the Complainant and will be provided in due course.

If the Complainant has agreed to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will ask the Respondent if they are also willing to participate in accordance with Part 3.6 of this Policy.

## 3.6. Alternative Dispute Resolution

The Shire of Morawa recognises that Alternative Dispute Resolution may support both parties reach a mutually satisfactory outcome that resolves the issues giving rise to the Complaint. Alternative Dispute Resolution requires the consent of both parties to the Complaint and may not be appropriate in all circumstances.

To commence the process, the Behaviour Complaints Officer will, as the first course of action upon receiving a complaint, offer the Complainant and the Respondent the option of Alternative Dispute Resolution. If both parties agree to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will pause the formal process.

The objective of Alternative Dispute Resolution will be to reach an agreed resolution that satisfies the Complainant that the formal process is no longer required, allowing them to withdraw the Complaint, in accordance with Part 3.3 of this Policy. For example, an offer by a Respondent to issue a voluntary apology in response to a Complaint, even in the absence of a request from the Complainant, qualifies for consideration as Alternative Dispute Resolution. If Alternative Dispute Resolution is commenced, both the Complainant and Respondent may decline to proceed with the process at any time. The process may also be terminated on the advice of a third party who is providing assistance to the Local Government, such as a facilitator or mediator.

If Alternative Dispute Resolution is terminated or does not achieve an agreed outcome that results in the withdrawal of the Complaint, the Behaviour Complaints Officer will resume the formal process required under this Policy.

## 3.7. Order of Complaints

Complaints will normally be dealt with in the order in which they are received.

If more than one Complaint is received that relates to the same alleged behaviour, the Behaviour Complaints Officer may decide to progress those Complaints concurrently.

## 3.8. Appointment of Complaints Assessor

If Alternative Dispute Resolution is not commenced, is terminated or does not achieve an agreed outcome resulting in the withdrawal of the Complaint, the Behaviour Complaints Officer will appoint a suitably qualified and experienced Complaint Assessor, in accordance with the Shire of Morawa's Purchasing Policy.

The Behaviour Complaints Officer will endeavour to appoint a Complaint Assessor within a reasonable period. The Behaviour Complaints Officer will provide written notice of the appointment to the Complainant and the Respondent.

## 3.9. Search of Local Government Records

The Complaint Assessor may request the Behaviour Complaints Officer to search for any relevant records in the Shire of Morawa's Record Management System.

In particular, if the behaviour is alleged to have occurred at a Council or Committee Meeting, the Behaviour Complaints Officer will be requested to identify any Local Government records that provide evidence that may support a decision as to whether:

# Shire of Morawa Policy Manual

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- a) the behaviour occurred at a Council or Committee Meeting,
- b) the behaviour was dealt with by the person presiding at the meeting, and/or
- c) the Respondent has taken remedial action in accordance with the Shire of Morawa Meeting Procedures Local Law 2012.

The Complaints Assessor must provide the Respondent with a copy of any records that are identified. In addition, where a clarification or additional information has been sought from the Complainant by either the Behaviour Complaints Officer or the Complaint Assessor, copies must also be provided to the Respondent.

## 3.10. Assessment of Complaint

The Complaint Assessor will undertake an assessment of the Complaint in accordance with the process outlined in the Notices given under Part 3.4 and Part 3.5 of this Policy.

The Complaint Assessor must ensure that the Respondent is provided with a reasonable opportunity to be heard before forming any opinions, or drafting the Complaint Report or recommendations.

## 3.11. Complaint Report

The Complaint Assessor will prepare a Complaint Report that will:

- a) outline the process followed, including how the Respondent was provided with an opportunity to be heard;
- b) include the Complaint Documents, the Response Documents and any relevant Local Government Records as attachments; and
- c) include recommendations on each decision that may be made by the Complaint Assessor; and
- d) include reasons for each recommendation, with reference to Part 4 of this Policy.

If the Complaint Report recommends that a Plan is prepared and implemented in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy, the Complaint Report must include a Proposed Plan.

The Behaviour Complaints Officer will be responsible for preparation of an Officer Report with the Complaint Report provided as a confidential attachment. The recommendations of the Complaint Report will be provided as the Officer Recommendations.

## 3.12. Complaint with Plan Requirement

The Behaviour Complaints Officer will monitor the actions in timeframes set out in a Plan.

Failure to comply with a requirement included in a Plan is a minor breach under section 5.105(1) of the Act and clause 23 of the Code of Conduct.

The Behaviour Complaints Officer must provide a report advising Council of any failure to comply with a requirement included in a Plan.

## 4. Decision Making

### 4.1. Objective and Principles

All decisions made under this Policy will reflect the Policy Objectives and the Principles included in Part 1 of this Policy.

### 4.2. Dismissal

The Behaviour Complaints Officer must dismiss a Complaint in accordance with clause 13(1)(a) and (b) of the Code of Conduct if it is satisfied that -



# Shire of Morawa Policy Manual

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- (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 Respondent has taken remedial action in accordance with the Shire of Morawa Meeting Procedures Local law 2012.

## 4.3. Finding

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 [*clause 12(3) of the Code of Conduct*].

This may involve first considering whether the behaviour occurred, on the balance of probabilities, and then whether that behaviour constituted a breach of a requirement of Division 3 of the Code of Conduct.

## 4.4. Action

In deciding whether to take no further action, or prepare and implement a Plan, the Complaints Officer may consider:

- a) the nature and seriousness of the breach(es);
- b) the Respondent's submission in relation to the contravention;
- c) whether the Respondent has breached the Code of Conduct knowingly or carelessly;
- d) whether the Respondent has breached the Code of Conduct on previous occasions;
- e) likelihood or not of the Respondent committing further breaches of the Code of Conduct;
- f) personal circumstances at the time of conduct;
- g) need to protect the public through general deterrence and maintain public confidence in Local Government; and
- h) any other matters which may be regarded as contributing to or the conduct or mitigating its seriousness.

## 4.5. Plan Requirements

The Proposed Plan may include requirements for the Respondent to do one (1) or more of the following:

- a) engage in mediation;
- b) undertake counselling;
- c) undertake training;
- d) take other action the Complaints Officer considers appropriate (e.g. an apology).

The Proposed Plan should be designed to provide the Respondent with the opportunity and support to demonstrate the professional and ethical behaviour expected of elected representatives expressed in the Code of Conduct.

The Proposed Plan may also outline:

- a) the actions to be taken to address the behaviour(s);
- b) who is responsible for the actions;
- c) any assistance the Local Government will provide to assist achieve the intent of the Plan; and
- d) a reasonable timeframe for the Plan action(s) to be addressed by the Respondent.

# Shire of Morawa Policy Manual

## Complaint About Alleged Breach Form - Code of Conduct for Council Members, Committee Members and Candidates

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

**NOTE:** A complaint about an alleged breach must be made —

- e) in writing in the form approved by the local government
- f) to an authorised person
- g) within one month after the occurrence of the alleged breach.

<b>Name of person who is making the complaint:</b>
Name: _____ _____
_____ <u>Given Name(s)</u> _____ <u>Family Name</u>

<b>Contact details of person making the complaint:</b>
Address: _____
Email: _____
Contact number: _____
<b>Name of the local government (city, town, shire) concerned:</b>
<b>Name of council member, committee member, candidate alleged to have committed breach:</b>

## Shire of Morawa Policy Manual

**State the full details of the alleged breach. Attach any supporting evidence to your complaint form.**

**Date of alleged breach:**

\_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

**SIGNED:**

**Complainant's**

**signature:**

**Date of** \_\_\_\_/\_\_\_\_/20\_\_\_\_

Received by Authorised Officer

Authorised Officer's Name: .....

Authorised Officer's Signature: .....

**Date received:** \_\_\_\_/\_\_\_\_/20\_\_\_\_

**NOTE TO PERSON MAKING THE COMPLAINT:**

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to:

Chief Executive Officer:

[ceo@morawa.wa.gov.au](mailto:ceo@morawa.wa.gov.au) or Chief Executive Officer, Shire of Morawa, PO Box 14, MORAWA WA 6623

**FIN11 RECOGNITION AND DEPRECIATION OF ASSETS**

Aim	The purpose of this policy is to establish correct financial accounting of Council owned assets.
Application	All Elected Members and employees
Statutory Environment	Local Government (Financial Management) Regulations 1996 Part 2 5A Local Governments to comply with the AAS. Local Government (Financial Management) Regulations 1996 Part 2 17A Valuation of certain assets for financial reports.
Approval Date	
Last Review	
Next Review	2028
Review Period	4 years

**1. Objective**

The purpose of this policy is to establish correct financial accounting of Council owned assets.

The Shire owns, creates, purchases and manages assets and must ensure that effective and accountable systems are in place to safeguard the Shire's resources. This includes the development of appropriate systems to record the location and value of fixed assets acquired or constructed by the Shire. The classification of assets determines the threshold value for asset capitalisation and how depreciation is to be treated.

**2. Definitions**

**Carrying amount** – is defined in the Australian Accounting Standards Board (AASB) 116 as the amount at which a non-financial asset is recognised after deducting any accumulated depreciation and accumulated impairment losses.

**Cost** – is defined in AASB 116 as the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised.

**Depreciable amount** – is defined in AASB 116 as the cost of an asset, or other amount substituted for cost, less its residual value.

**Depreciation** – is defined in AASB 116 as the systematic allocation of the depreciable amount of an asset over its useful life.

**Fair value** – is defined in AASB 13 as the price that would be received to sell a non-financial asset or paid to transfer the liability in an orderly transaction between market participants at the measurement date.

**Intangible asset** – is defined in AASB 138 as an identifiable, non-monetary asset without physical substance.

**Last valuation date** – is defined in the Local Government (Financial Management) Regulations 1996 17A as –

- (a) If the asset has been revalued – the date of the revaluation;
- (b) Otherwise, the date of acquisition.

**Reportable value** – is defined in the Local Government (Financial Management) Regulations 1996 17A as the reportable value of a non-financial asset of the local government is the fair value of the asset at its last valuation date minus the following (to the extent applicable) –

- a) the accumulated depreciated in respect of the asset subsequent to its last valuation date;
- b) the accumulated impairment losses in respect of the asset subsequent to its last valuation date.

**Right of use (RoU) asset** – is defined in the Local Government (Financial Management) Regulations 1996 17A as an asset that the local government has a right to use –

- a) Crown land; or
- b) Other land that is not owned by the local government,

That is vested in the local government at nil or nominal cost for an indefinite period for the purpose of roads or for any other purpose.

**Residual value of an asset** – is defined in AASB 116 as the estimated amount that an entity would currently obtain from the disposal of the asset, after deducting the estimated cost of disposal if the asset were already of the age and in the condition expected at the end of its useful life.

**Useful life of an asset** – is defined in AASB 116 as the period over which an asset is expected to be available for use by and entity.

**Vested improvements** - is defined in the Local Government (Financial Management) Regulations 1996 17A as a pre-existing improvement on land of which care, control or management is vested in the local government at nil or nominal cost for an indefinites period.

### 3. Policy

With the exception of plant and equipment and other 'right of use' assets, the shire values its assets using the fair value model in accordance with Australian Accounting Standards.

Fair value is considered to be the best estimate of the price reasonably obtainable in the market at the date of the valuation. It is the most advantageous price reasonably obtainable by the seller and by the buyer.

When determining fair value, there is a presumption that the entity disposing of the asset is a going concern and has no aim to liquidate assets or materially alter the scale of its operations. It is also assumed that the asset is exchanged after an adequate period of marketing to obtain its most advantageous price.

A principal test in determining fair value is whether there is an active and liquid market for the asset. Where a quoted market price in such a market is available, that price represents the best evidence of the asset's fair value.

Fair value is also determined in reference to an asset's highest and best use, which takes into account the use of the asset that is physically possible, legally permissible, and financially feasible.

A use that is financially feasible takes into account whether a use of the asset that is physically possible and legally permissible generates adequate income or cash flows to

produce an investment return that market participants would require from an investment in that asset put to that use.

AASB 116 provides that the fair value of land and buildings is usually determined from market-based evidence and appraisal by professionally qualified valuers, however there is no statutory requirement to use valuers. Where there is no market-based evidence of fair value because of the specialised nature of the asset (and the item is rarely sold), fair value may need to be estimated using an income or a depreciated replacement cost approach.

AASB 13 notes that fair value is a market-based measurement and not an entity-specific measurement. While market information might be available for some assets and liabilities, market information may not be available for others. Hence another valuation technique may be required. The valuation techniques are:

1. Market approach - uses prices and other relevant information generated by market transactions involving identical or comparable (similar) assets, liabilities or group of assets and liabilities.
2. Cost approach - the amount that would be required currently to replace the service capacity of an asset (also referred to as 'current replacement cost').
3. Income approach - involves converting future amounts (cash flows or income and expense) to a single current (discounted) amount.
4. Depreciated replacement cost - the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

All new assets are measured initially at their cost of acquisition. In accordance with the AASB, where an asset is acquired at no cost, the cost of the acquisition is deemed to be the asset's fair value. When an asset is valued at fair value all assets of that class must be valued using the same method.

There are some assets that are "specialised" in nature, which is where the market evidence might not be available to guide fair value measurement. Such specialised assets may include infrastructure, land under infrastructure, sewerage plants, and historical or cultural assets. AASB 116 recognises the specialised nature of some assets and as previously mentioned, provides for an income or depreciated replacement cost approach to be used to determine fair value. Note: Land and buildings are separate classes of assets and need to be valued separately.

### **3.1 Recognition**

As part of preparing the statutory financial statements, expenditures incurred by the Shire must be classified as either being 'operational in nature' or being such that they result in the creation, renewal or upgrade of a 'fixed asset' (capital in nature). The manner in which expenditure is classified has a major impact on results disclosed in the Operating Statement and on the financial position disclosed in the Shire's Statement of Financial Position. Those items which are 'capitalised' must be depreciated over their useful life, which is determined according to the particular asset class to which that item belongs. Items that are 'expensed'

rather than capitalised are to be included as operating expenditure at the time of incurring the cost.

The nature of the expenditure must be carefully considered to determine whether it creates a new fixed asset or whether it constitutes a repair or maintenance. Reference to relevant professional accounting standards and practice statements provide guidance in this regard.

To effectively balance the administrative workload of recording and maintaining a reliable Asset Register with the risk and compliance issues attaching to the proper classification of capital expenditure, regulation 17A (5) of the *Local Government (Financial Management) Regulations 1996* states:

*“A non-financial asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5,000”*

Non-infrastructure assets are capitalised progressively throughout the year, at the time of acquisition or commissioning ready for use. Infrastructure assets are capitalised only at the conclusion of the financial year after the close off of accounts or at the time during the financial year that it can be determined that all expenditure relating to that item has been completed for the year.

Assets under construction are not depreciated until the project is completed and the asset is available for use. Assets under construction are to be recognised separately in the Annual Financial Report as Works in Progress.

All purchases of new assets are to be from Council approved capital budgets. Decisions and procedures to purchase new assets must be consistent with the Council's procurement policy.

### 3.2 Depreciation

Depreciation will commence from the date of acquisition or in respect of internally constructed assets, when the asset is first brought into use or held ready for use. Depreciation is recognised on a straight-line basis.

An addition or extension, which becomes an integral part of an existing asset, should be depreciated over the remaining useful life of that asset. An addition or extension, which remains a separate identity and will be capable of being used after the existing asset is disposed of, should be capitalised, and depreciated independently.

Assets will be depreciated with regards to the following schedule of useful lives:

Asset Class	Useful Life
Buildings – non-specialised	40 to 100 years
Buildings - specialised	40 to 100 years
Furniture and equipment	5 to 10 years
Plant and Equipment	5 to 15 years
Infrastructure - Roads	20 to 80 years
Infrastructure - Footpaths	50 years
Other Infrastructure – Parks & Ovals	10 to 60 years
Other Infrastructure – Sewerage	30 to 75 years

Other Infrastructure – Airfields	50 years
Other Infrastructure – Dams	40 to 100 years
Other Infrastructure – Playground Equipment	5 to 15 years
Other Infrastructure – Other	10 to 60 years

Depreciation and useful life will be reviewed on non-financial assets excluding plant and equipment and furniture and equipment when the assets are revalued every 5 years unless determined that a class of assets needs to be reviewed or revalued sooner (due to possible impairment or other circumstances). These assets will be reported in the financial statements at reportable value in the years following the revaluation until they are revalued again.

Depreciation and useful life of plant and equipment and furniture and equipment assets will be reviewed at intervals of every 2 years and will be reported in the financial statements at reportable value.

The depreciable amount of each component of all non-current assets are to be depreciated on a systematic basis over their useful life using a method that reflects the pattern in which the asset's future economic benefits are expected to be consumed by the shire. Consideration is required to be given to ensuring:

1. The method used matches the expected pattern of consumption of the asset's future economic benefits;
2. Where the asset has a number of different components with varying patterns of consumption, the asset is depreciated at an average rate of depreciation unless an additional item is purchased for the asset and recorded separately in which case it is depreciated separately;
3. Depreciation is to be calculated on a straight line basis over the asset's useful life;
4. A residual value has been determined to ensure the depreciation is allocated against the depreciable amount.

### 3.3 Revaluation

If a class of assets is valued at fair value, the carrying amount of those non-financial assets in the financial statements should not materially differ from the fair value of the assets at the date of reporting. Where a non-current asset is measured at fair value. AASB 116 state:

*“After recognition as an asset, an item of property, plant and equipment whose fair value can be measured reliably shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.”*

Regulation 17A(4) of the *Local Government (Financial Management) Regulations 1996* states:

*“A local government must revalue a non-financial asset of the local government referred to in sub regulation (2)(a) —*



- a) *If the asset is an investment property;*
1. *whenever required under the AASB140; and*
  2. *in any event, on the day after the period of 5 years beginning on the asset's last valuation date;*
- b) *otherwise on the day after the period of 5 years beginning on the asset's last valuation date.*

Regulation 17A(2b) of the *Local Government (Financial Management) Regulations 1996* specifically excludes plant and equipment type assets from the revaluation requirement, with such assets to be measured using the cost model approach.

The Shire applies a process of rolling revaluations by asset class providing all assets in a class are valued within the same financial year and before the reporting date.

The following 5-year cycle for revaluing each asset class is to be applied:

Financial Year	Asset Class
Assets last revalued 2022-2023	
2025-2026, 2030-2031, 2035-2036, .....	Land and buildings and other infrastructure
2027-2028, 2032-2033, 2037-2038, .....	Infrastructure roads and footpaths

### 3.4 Right of Use (RoU) Assets / Leased Assets

There are 2 types of RoU that Council may deal with. Those RoU's that come from leased assets and those from vested assets.

Under the *Local Government (Financial Management) Regulations 1996* Part 2 Section 17A a RoU is determined to include the local governments right to use: Crown Land or other land that is not owned by the local government but is vested in the local government at nil or nominal cost for an indefinite period for the purpose of roads or for any other purpose excluding vested improvements should be measured using the cost model in accordance with the AAS.

Vested improvements are to be measured at fair value where the improvement is in the care and control of the local government.

RoU assets that are leased are capitalised at cost at the inception of the contract and depreciated over the term of the lease unless the lease is for a low value asset (under the \$5,000 threshold) which are recognised as an operating expense. over the remaining period of the financial year in which the item was purchased.

At the commencement date, a right of use asset and a corresponding lease liability are recognised at the present value of all future lease payments (cost). The lease payments are discounted using the interest rate implicit in the lease. If the rate cannot be readily determined within the lease agreement, the Shire uses its incremental borrowing rate as published by the Western Australian Treasury Corporation (WATC).

Regulation 17A of the *Local Government Act (Financial Management) Regulations 1996* specifically requires right of use assets to be valued at cost. Concessionary leases ('peppercorn leases') such as vested crown land and other land, which is not owned by the local government, but which is under its control or management, is a concessionary lease right

of use asset and should be reported at zero cost. This includes land that was previously classed as having state or regional significance such as golf courses, showgrounds, or racecourses.

### **3.4.1 Depreciation of Leased Assets**

Right of use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the lesser. Where a lease transfers ownership of the underlying asset, or the cost of the right of use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset. amortised over

### **3.5 Portable and Attractive Assets**

Assets under \$5,000 do not meet the criteria to be capitalised but may be defined as portable and attractive. If defined as such they will need to be properly recorded and monitored. This will include the following:

1. Appropriate records for assets should include information to enable identification, management, and maintenance of assets;
2. Annual process to prevent theft or loss of non-consumable assets that are susceptible to theft or loss due to their portable nature and attractiveness for personal use or resale; and
3. Reporting on any discrepancies from the annual process.

A separate Executive Policy must be developed by the CEO to properly address the areas of concern with this type of asset.

### **3.6 Impairment of Assets**

Fixed assets will be reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable, but the local government is not required to comply with AASB 136 to determine the recoverable amounts of its non-financial assets referred to in the Local Government (Financial Management) Regulations 1996 17A. sub regulation (2)(a) for an impairment indicator of a general decrease in asset values.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash outflows or value in use).

For assets whose economic benefits are not dependant on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, the value in use (infrastructure assets) is the depreciated replacement cost.

Carrying amount is "the amount at which an asset is recognised after deducting any accumulated depreciation (amortisation) and accumulated impairment losses thereon".

Recoverable amount is "the higher of its fair value less costs to sell (price in an arm's length transaction less the costs of disposal) and its value in use (for infrastructure assets generally mean depreciated replacement cost)". Where the recoverable amount of the asset is less than its carrying amount, the carrying amount shall be reduced to its recoverable amount, creating an impairment loss.

An impairment loss on a re-valued asset is recognised directly against any revaluation reserve for the asset class to the extent that the impairment loss does not exceed the amount in the

revaluation reserve for that same asset class. An asset is impaired when its carrying amount exceeds its recoverable amount.

For local governments 'value in use' is deemed to be depreciated replacement cost for those assets whose future economic benefits are not primarily dependent on the asset's ability to generate net cash inflows, and where the local government would, if deprived of the asset, replace its remaining future economic benefits.

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## Ordinary Council Meeting 21 March 2024

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|-----------------------------|--|
| <b><i>Attachment 1-</i></b> | <b><i>11.1.7a Standardised Meeting Procedure Consultation Paper</i></b>                    |
| <b><i>Attachment 2-</i></b> | <b><i>11.1.7b Shire of Morawa Meeting Procedure Local law 2012</i></b>                     |
| <b><i>Item 11.1.7-</i></b>  | <b>Shire Response to DLGSCI<br/>Standardised Meeting Procedures<br/>Consultation Paper</b> |
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Department of  
**Local Government, Sport  
and Cultural Industries**

# Local Government Reform

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## Consultation Paper

### Standardised Meeting Procedures

February 2024



## Contents

Introduction.....	3
Consultation process.....	3
Part 1: General meeting process .....	4
1. Calling meetings .....	4
2. Agendas and order of business.....	4
3. Urgent business .....	5
4. Quorum.....	5
5. Adjourning a meeting .....	5
Part 2: Public participation .....	6
6. Public question time .....	6
7. Presentations at council .....	7
8. Petitions .....	8
Part 3: Conduct of debate .....	8
9. Orderly conduct of meetings .....	8
10. Motions and amendments .....	9
11. Debate on a motion.....	9
12. Questions by members .....	10
13. Procedural motions .....	10
14. Adverse reflection .....	11
Part 4: Other matters .....	11
15. Meeting minutes and confirmation .....	11
16. Electronic meetings and attendance .....	12
17. Council committees.....	12
18. Meetings of electors.....	13
19. Any other matters.....	13
Appendix: Example timeline for an ordinary council meeting .....	14

### Privacy statement

Submissions will be treated as public documents unless explicitly requested otherwise.

If you do not consent to your submission being treated as a public document, you should mark it as confidential or specifically identify the confidential information, and include an explanation.

Even if your submission is treated as confidential, it may still be required to be disclosed in accordance with the requirements of the [Freedom of Information Act 1992](#) (WA) or any other applicable written law.

The Department of Local Government, Sport and Cultural Industries reserves the right to redact any content that could be regarded as racially vilifying, derogatory or defamatory to an individual or an organisation.

## Introduction

The State Government is implementing a number of reforms to the [Local Government Act 1995](#) (the Act) to improve transparency and accountability in local government in Western Australia and deliver benefits to ratepayers and residents.

Standardising council and committee procedures is part of these reforms. Establishing a consistent approach to all local government council and committee meetings will make it easier and simpler for people to participate in and observe council meetings, wherever they are held.

Establishing one standard is expected to simplify and improve training for council members and local government staff. It can also strengthen the enforcement of breaches of meeting procedures (for instance, if a person repeatedly and unreasonably disrupts a meeting).

Currently, it is usual practice for local governments to have local laws and policies in place to govern the conduct of council meetings. However, this approach means that there can be variation in how members of the public can engage with council meetings.

The [Local Government Amendment Act 2023](#) inserts section 5.33A, to allow standardised meeting procedures for all local governments to be made in the form of Regulations or model provisions.

The State Government intends under section 5.33A to make Regulations that apply to all local governments and an order of the Governor under section 3.17 of the Act to repeal all existing local government meetings procedures, standing orders or council meeting local laws.

It is intended that the new standard meeting procedures (also known as “standing orders”) apply to all council and committee meetings held by local governments. It is also intended that Regulations will contain consistent rules for how meetings are held.

It is envisaged that relevant elements of Parts 2 and 3 of the [Local Government \(Administration\) Regulations 1996](#) (the Regulations) would be incorporated into the new standardised meeting procedures.

The Department of Local Government, Sport and Cultural Industries (DLGSC) will also develop reference materials for council members, local government staff and communities to assist in ensuring consistency throughout the sector.

Note: Unless otherwise specified in this paper, the word **meeting** refers to both a council or a committee meeting and the word **member** refers to both a council and a committee member.

## Consultation process

You may choose to answer all or some of the questions in the consultation paper, and/or provide a submission that raises related matters not included in this consultation paper.

The DLGSC invites local governments, council members, Chief Executive Officers (CEOs), local government employees, groups and associations, and members of the community to consider the proposals and provide feedback.

Our preferred method for providing a submission is our [online feedback form](#).

Specific questions have been targeted to certain meeting procedure topics to better understand the variety of existing approaches currently used by the sector. The DLGSC is interested in learning more about how existing approaches work well in practice; and how reforms can be structured to improve transparency and public involvement, simplify the way meetings are conducted, and promote uniformity throughout the sector.

Although it is preferred that the feedback form is used to guide responses, general submissions and suggestions on any relevant topic can be provided via email to [actreview@dlgsc.wa.gov.au](mailto:actreview@dlgsc.wa.gov.au)

## Part 1: General meeting process

### 1. Calling meetings

The calling of council meetings is outlined in sections 5.5 to 5.7 of the Act, and in existing regulations 12 to 14. Amendments are proposed to add new requirements for the oversight of special council meetings that are held at short notice and prevent any meeting from being held at an unreasonable time of day. It is important that special meetings are only convened in appropriate circumstances. Regulations are proposed to require:

- a minimum of 24 hours' notice to convene a special council meeting
- that notice to convene a special council meeting may be done with less than 24 hours' notice if an absolute majority of council members call the meeting
- that a meeting cannot commence any earlier than 8 am or later than 8 pm.

**1. Is it suitable to allow for a special council meeting to be convened with less than 24 hours' notice if an absolute majority of council members call the meeting? Yes / No**

(a) If no, please provide a suggested alternative.

**2. Are there any circumstances where meetings must start earlier than 8 am or later than 8 pm? Yes / No**

(a) If yes, please provide examples and the suggested alternative.

### 2. Agendas and order of business

It is proposed to broadly retain existing requirements for local governments to publish meeting agendas.

It is proposed that the general order of meetings be outlined in the Regulations for consistency across the local government sector. However, a council or committee may decide to consider business in a different order, provided that the other requirements of the Regulations (such as public question time being held before any decisions are made) are still met.

Regulations are proposed to outline the following order of business:

- opening (local governments will still be able to continue their own practices for opening meetings, such as making acknowledgements, prayers, opening statements, etc.)
- recording attendance
- public question time (see section 6)
- public presentations and petitions (see sections 7 and 8)
- members' question time (see section 12)
- confirmation of previous minutes (see section 15)
- reports from committees and the CEO
- motions from members
- urgent business
- matters for which the meeting may be closed
- closure.

**3. Is the proposed order of business suitable? Yes / No**

(a) If no, please provide a suggested alternative.



### 3. Urgent business

Currently, individual local governments' meeting local laws and policies may vary in how urgent business is raised at a meeting. Existing local laws and policies provide various procedures for urgent business to be considered at a council meeting. Broadly, these procedures seek to limit the use of urgent business to only the most exceptional circumstances.

Regulations are proposed to allow the CEO to introduce an item without notice in cases of urgency if:

- an absolute majority of the council resolve to hear the matter at the meeting, and
- the item is clearly marked as urgent business.

It is proposed that DLGSC must be notified each time this occurs, within 7 calendar days, to ensure this process is only used in exceptional circumstances.

Urgent business may only be heard after public question time (see section 6).

#### 4. Are the proposed requirements for urgent business suitable? Yes / No

(a) If no, please provide a suggested alternative.

### 4. Quorum

Existing regulation 8 addresses the process for when there isn't a quorum at a meeting.

Amendments are proposed to provide for the following where a quorum is lost or not present:

- if no quorum is present within 30 minutes of the time set for the meeting, the meeting lapses
- where quorum is lost during a meeting:
  - the meeting proceeds to the next item of business if it is due to members leaving because of a financial or proximity interest
  - the meeting is adjourned for 15 minutes for any other reason and if quorum cannot be reformed, the meeting is closed
- where quorum is lost, the names of the members then present are to be recorded in the minutes.

#### 5. Are the proposed requirements for when a quorum is not present or lost suitable? Yes / No

(a) If no, please explain why and the suggested alternative, if any.

### 5. Adjourning a meeting

Currently, individual local governments' meeting local laws or policies may contain processes for adjourning a meeting. It is intended to adopt similar rules, while also addressing concerns regarding meetings of council that run late. Regulations are proposed to provide that:

- council may decide to adjourn a meeting to another day, time and place to resume from the point it adjourned
- a presiding member may adjourn a meeting for 15 minutes to regain order of a meeting that has been disrupted
- if a meeting is adjourned for a second time due to disruption, a presiding member must adjourn the meeting to another day, time or place (not on the same day), with notice being published on the local government's website.

It is also proposed that if a meeting is continuing and it reaches 10:45 pm:

- the council or committee may decide to either extend the meeting for a further 15 minutes to allow for any remaining business to be concluded or determine to adjourn the meeting

- if any business remains at 11 pm, the meeting must adjourn to a day and time which is at least 10 hours later to deal with any outstanding agenda items and a notice must be published on the local government's website listing when the meeting will resume.

**6. Is 11 pm an appropriate time for when a meeting must be adjourned? Yes / No**

(a) If no, what is the suggested alternative?

## **Part 2: Public participation**

### **6. Public question time**

Currently, the Act and Regulations require that public question time is to be made available at every council meeting and certain committee meetings.

Regulation 6 requires that at least 15 minutes is to be made available for public questions at those meetings. However, question time may be extended if there are further questions; the time may also be used for other business if there are no further questions.

Regulation 7 also provides that question time must be held before substantive decisions are made at that meeting.

Currently, the practice at many local governments is that a person who wishes to ask a question attends the meeting (either physically in-person or by electronic means) to ask their question. However, it is proposed that regulations allow for a personal representative of a person to ask a question. This provides an alternative avenue for someone who may be unable to attend a meeting to have their question raised.

Currently, individual local governments meeting local laws and policies may contain processes for members of the public to raise questions. Some requirements, such as rules requiring a person to lodge a question in writing before a meeting, may prevent a person who is not familiar with those requirements from being able to ask a question.

New standardised requirements are proposed to expand the existing Regulations to require that:

- a member of the public only needs to provide their name and suburb/locality (and not any other information) before asking a question
- a person is not required to lodge a question in writing in advance of a meeting (although a person may choose to do so, for instance if they have a very specific or technical question)
- a local government may still require a person, or their personal representative, to attend a meeting to ask a question lodged in writing in advance of the meeting for it to be addressed at that meeting
- questions must not take more than 2 minutes to ask, including a relevant preamble, unless the presiding member grants an extension of time
- if other people are waiting to ask questions, the presiding member will seek to provide equal opportunity for people to ask questions (for instance, by moving to the next person waiting after someone has asked 3 questions, and returning to the first person if time allows)
- any questions are to be answered by the presiding member, or a relevant member (nominated by the presiding member), the CEO, or an employee nominated by the CEO
- if a question, or a question of a similar nature, was asked and answered in the previous 6 months, the presiding member may direct the member of the public to the minutes of the meeting that contains the question and answer
- no debate of a question or answer is to take place
- questions may be taken on notice by the person who is answering the question
- when a question is taken on notice, a response is to be given to the member of the public in writing and a copy of the answer is to be included in the agenda of the next ordinary meeting
- the presiding member may reject questions that contain offensive language or reflect adversely on others but must provide opportunities for the question to be rephrased.

- 7. Is the existing minimum allocation of 15 minutes for public question time sufficient? Yes / No**  
 (a) If no, what minimum time limit do you suggest?
- 8. Is 2 minutes enough time for a member of the public to ask a question? Yes / No**  
 (a) If no, what time limit or other method of allocating questions do you suggest?
- 9. Should any other standard requirements for public question time be established? Yes / No**  
 (a) If yes, please provide details.
- 10. Should a personal representative be able to ask a question on behalf of another person? Yes / No**  
 (a) If no, please provide your reasons.

## 7. Presentations at council

Local governments commonly allow for presentations (also known as deputations) to be made to inform council decisions. Councils may set a policy for whether they hear presentations at council meetings and/or committee meetings, or at other meetings, and the circumstances in which a presentation may be heard.

It is proposed that local governments will continue to have discretion to choose whether and when to hear presentations.

To allow for a decision to be made in advance of the meeting, it is proposed that either the presiding member or CEO will make the decision on whether a presentation is heard at a meeting, based on any policy established by the council.

Accordingly, it is proposed that a council may establish a policy that determines:

- the types of meetings at which presentations may be heard
- whether the responsibility for making decisions on presentation requests sits with either the presiding member or CEO
- any other matters to guide the presiding member or CEO's decision making towards requests.

New Regulations are also proposed to:

- allow a person, or group of people, to lodge a request in accordance with the council's policy to provide a presentation at least 48 hours before the meeting
- require the presiding member or CEO to decide and provide a response to the person requesting the presentation by 12 noon the day of the meeting
- provide that if the presiding member or CEO refuses an application, they are to provide their reasons to the applicant and advise of the refusal at the meeting
- limit presentations to 5 minutes (not including questions) unless there is a resolution to extend the time limit
- allow council and committee members to ask questions of presenters.

- 11. Should the Regulations specify that a request to make a presentation must relate to an item on the agenda for the relevant meeting? Yes / No**  
 (a) If no, please provide reasons.
- 12. Is 48 hours of notice sufficient to administer an application from a member of the public to present to a meeting? Yes / No**  
 (a) If no, please provide reasons and suggest an alternative.

**13. Should a standard time limit be set for public presentations? Yes / No**

(a) If no, please provide reasons.

**14. Would 5 minutes be a suitable time limit for public presentations? Yes / No**

(a) If no, please provide reasons and suggest an alternative.

## **8. Petitions**

Many local governments have a tradition of accepting petitions, mirroring the practice of Parliament.

Regulations are proposed to:

- enable any person to petition a local government by lodging a petition to the council on any matter, including petitions which may be critical of actions or decisions of the local government
- require the lead petitioner to provide their contact details
- require any person signing a petition to state their suburb/town, and declare whether they are residents and/or electors of the district
- require the petitioner to tally the number of signatories
- limit rejection of a petition to only when it is not in the prescribed form
- require that the council is to consider each petition and must determine how it is to respond, such as by seeking a report from the CEO
- allow local governments to establish an electronic petitioning system if they wish
- require all petitions received and outcomes from petitions to be summarised in a report to the annual meeting of electors.

**15. Do the proposed regulations provide an effective system for managing petitions? Yes / No**

(a) If no, please provide reasons and suggested alternatives.

## **Part 3: Conduct of debate**

### **9. Orderly conduct of meetings**

New Regulations are proposed to create a duty for all people present at a meeting to:

- ensure that the business of the meeting is attended to efficiently and without delay
- conduct themselves courteously at all times
- allow opinions to be heard within the requirements of the meetings procedures.

It is also proposed that the Regulations:

- allow members to raise points of order to bring the presiding member's attention to a departure from procedure
- provide that it is a minor breach for a presiding member to preside in a manner which is unreasonable or contravenes the requirements of the Act or Regulations
- empower the presiding member to call a person to order and:
  - should a member not comply with a third call to order, the presiding member may direct them to speak no further (but they may continue to cast their vote) for the remainder of the meeting, with failure to adhere to the direction being a minor breach

- if any other person does not comply with one call to order, the presiding member may direct them to leave the meeting, with failure to do so being an offence
- provide that a council may vote to rescind a direction made by a presiding member for a member to not speak further during a meeting
- provide that a member who has had a direction made against them to not speak further cannot move or second a motion that attempts to rescind the decision.

**16. Do these measures provide a suitable framework to maintain order in meetings?  
Yes / No**

(a) If no, what are the suggested changes?

## 10. Motions and amendments

Existing meeting procedures address many matters relating to the processes of decision making. This includes motions and amendments (including foreshadowed and alternate motions), notices of motion by members, reasons for changes to the CEO's recommended motion, passing motions "en bloc", and how voting occurs. The existing system of motions (including foreshadowed, amendment, alternate and revocation motions) are proposed to be broadly maintained.

Council members may raise motions that are not part of the agenda of a meeting to recommend a proposal for consideration. For instance, a motion might propose a new policy or decision.

Local governments commonly require notice of a motion to be provided in advance of a council meeting. This is to allow council members time to review the motion and for the CEO and administration to provide advice needed to assist council members with making a decision on a motion.

Providing notice to other council members, the CEO and administration can support a more fulsome consideration of the motion.

Regulations are proposed to require council members to provide written notice of motions at least 1 calendar week before the council meeting commences. This would generally allow those motions to be included in the meeting agenda, which must be published 72 hours before the commencement of the meeting.

It is proposed that council members will still be able to move amendments and alternative motions during debate on agenda items without providing written notice in advance of the meeting. This provides for members to be able to consider all options and suggestions for an item included in the agenda of a meeting.

It is proposed that reasons for notices of motion, amendments and other decisions that are changed at a meeting would still be required.

**17. Is a period of 1 calendar week an appropriate notice period for motions? Yes / No**

(a) If no, what is your suggested alternative?

**18. Are these proposals for motions suitable? Yes / No**

(a) If no, please provide reasons.

## 11. Debate on a motion

The practice of motions being moved and seconded and debate alternating between speakers for and against the motion is used in meeting procedures statewide.

Some local governments have a further requirement where if a motion is not opposed, no debate occurs, and the motion is recorded as passing unanimously.

Regulations are proposed to provide for the following rules for formal debate on a motion or amendment:

- any motion must be seconded before it may be debated (or carried without debate)
- a motion is carried without debate if no member is opposed to the motion

- if a member is opposed, the mover and seconder may speak and are followed by alternating speakers against and for the motion, with a final right of reply for the mover
- speeches must be relevant to the motion under debate and no member must speak twice – except for the mover's right of reply, or if the council decides to allow further debate
- no member can speak for longer than 5 minutes without the approval of the meeting.

**19. Do you support these rules for formal debate on a motion or amendment? Yes / No**

(a) If no, what is your suggested alternative?

**20. Is 5 minutes a suitable maximum speaking time during debate? Yes / No**

(a) If no, what should be the default maximum speaking time?

**21. Is a general principle against speaking twice on the same motion suitable? Yes / No**

(a) If no, please provide reasons.

## 12. Questions by members

The current practices for members asking formal questions at meetings varies throughout the sector. Some local governments have a “questions from council members” period; other local governments allow members to place questions on notice for future meetings.

Regulations are proposed to provide that:

- council members can ask the CEO questions related to any item on an agenda by providing the question in writing by 12 noon the day before the meeting
- council member questions are to be answered during the “questions from council members” agenda item
- council members must seek permission from the presiding member to ask the CEO clarifying questions during debate.

**22. Should the new standardised provisions include a maximum time limit for the “questions from council members” agenda item? Yes / No**

(a) If no, please provide details.

**23. Is 1 day of notice for a question from a council member sufficient? Yes / No**

(a) If no, what is your suggested alternative and why?

**24. Is it appropriate for the presiding member to consider whether to allow a member to ask clarifying questions during debate? Yes / No**

(a) If no, what is your suggested alternative and why?

## 13. Procedural motions

Various procedural motions are provided for in each local governments' meeting procedures. They help with managing a meeting effectively and democratically.

Regulations are proposed to provide for the following procedural motions to be put without debate:

- a motion to vary the order of business (e.g. to move a report in the order of business so it is considered earlier)
- a motion to adjourn debate to another time
- a motion to adjourn the meeting
- a motion to put the question (close debate)

- a motion to extend a member's speaking time
- a motion to extend public question time
- a motion to extend the time for a public presentation
- a motion to refer a motion to a committee or for the CEO to provide a new or updated report to a future meeting
- a motion of dissent in the presiding member's ruling (for example, to overturn the presiding member's direction that a member does not speak further)
- a motion to close a meeting to the public in accordance with the Act.

**25. Should any of these procedural motions not be included? Yes / No**

(a) If yes, please identify which motions and why they should not be included.

**26. Are any additional procedural motions needed? Yes / No**

(a) If yes, please provide suggestions and explain why.

## 14. Adverse reflection

In addition to aspects of the model code of conduct, existing meeting procedures seek to prevent inappropriate language and adverse reflections from occurring at meetings.

Regulations are proposed to provide that:

- a person, including a member, cannot reflect adversely on the character of members, employees or other persons – if they do so they must withdraw their remark
- members cannot adversely reflect on the decisions of the council, except in making a motion to revoke or change a decision
- failure to withdraw adverse reflection is to be dealt with as disorderly conduct (including as a potential minor breach)
- a member who is concerned about a remark that may be an adverse reflection may raise a point of order with the presiding member.

**27. Are there any circumstances where a person should be able to adversely reflect on another council member, an employee or a decision of the local government? Yes / No**

(a) If yes, please provide more information to explain the circumstances.

## Part 4: Other matters

### 15. Meeting minutes and confirmation

Existing meeting procedures provide for the method of confirmation of the minutes. It is proposed to amend the Regulations to provide a clear process for correcting minutes by:

- allowing a member who identifies errors with unconfirmed minutes to provide a CEO with any proposed corrections by 12 noon the day before a meeting at which the minutes are to be confirmed
- requiring any proposed corrections to the minutes to be presented to council for a decision with a recommendation from the CEO
- Requiring DLGSC to be notified if a local government fails to adopt or defers confirmation of the minutes of a meeting.



**28. Is 1 day sufficient notice for a proposed correction to the minutes? Yes / No**

(a) If no, how much notice should be required and why?

**16. Electronic meetings and attendance**

In 2020, Regulations were introduced in response to the COVID-19 pandemic to enable councils to hold meetings electronically and for council members to attend using electronic means. This allowed councils to continue making critical decisions during the pandemic. The use of videoconferencing and the adoption of livestreaming has also encouraged public access and participation in local government.

On 9 November 2022, the [Local Government \(Administration\) Amendment Regulations 2022](#) took effect, meaning local governments could conduct council and committee meetings electronically outside of emergency situations and that council and committee members could attend in-person meetings using electronic means, such as videoconferencing.

The State Government committed to a public consultation process to gain feedback on the effect of these changes following 12 months of operation.

**29. Has the change to enable electronic meetings to occur outside of emergency situations been helpful? Yes / No / Unsure or unable to comment**

(a) If no, please explain why.

**30. Has the ability for individual members to attend meetings electronically been beneficial? Yes / No / Unsure or unable to comment**

(a) If no, please explain why.

**31. Do you think any changes to electronic meetings or electronic attendance are required? Yes / No / Unsure or unable to comment**

(a) If yes, please provide details of the changes and explain why they are needed.

**17. Council committees**

Sections 5.8 to 5.18 of the Act provide for the establishment of committees that may assist with decision-making. Section 7.1A provides for the establishment of an audit committee. The standardised meeting procedures will only apply to those committees established under sections 5.8 and 7.1A.

It is proposed that provisions for committees be similar to requirements for council meetings. Committees may need to provide a more flexible meeting environment, in terms of time limitations and procedure, to facilitate the consideration of issues in detail. This is reflected in meeting procedures across the State.

Regulations are proposed to provide that:

- a committee meeting is to be called when requested by the presiding member of the committee, the mayor or president, or a third of the committee's members
- certain meeting procedures such as the order of debate, speaking twice and time limits do not apply to a committee
- a committee is answerable to the council and must provide at least 1 report to council on its activities each year.

**32. Are any other modifications needed for committee meetings? Yes / No**

(a) If yes, please provide details of the modifications and explain why.



## **18. Meetings of electors**

The Act establishes that the mayor or president is to preside at electors' meetings, and any resolutions passed by an electors' meeting are considered at a following council meeting.

As electors' meetings are quite different to council meetings, comment is sought about whether parts of the proposed standard should apply for electors' meetings.

### **33. Should parts of the proposed standard apply at electors' meetings? Yes / No**

(a) If yes, please explain what may be required.

## **19. Any other matters**

Feedback is welcome on any other element of local government meetings for consideration in the further development of the new Regulations.

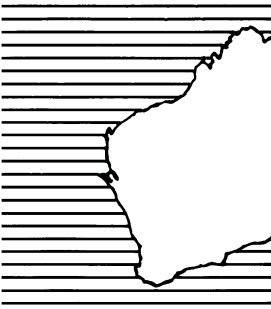
### **34. Do you have any other comments or suggestions for the proposed new Regulations?**

(a) If yes, please explain what may be required.

## Appendix: Example timeline for an ordinary council meeting

For this example, the local government holds its ordinary council meetings on the second Tuesday of every month. March 2024 has been used as an example.

Day/time	Task	Requirements
<b>Tue 5 March 6 pm</b>	Deadline for council members to provide written notice of motions.	<ul style="list-style-type: none"> <li>Council members must provide written notice of motions at least 1 calendar week before the day of an ordinary council meeting.</li> </ul>
<b>Sat 9 March 6 pm</b>	Deadline for publishing ordinary council meeting agenda. In practice, the local government publishes the agenda prior to close of business Friday.	<ul style="list-style-type: none"> <li>An ordinary council meeting agenda must be published at least 72 hours before the commencement of a meeting.</li> </ul>
<b>Sun 10 March 6 pm</b>	Deadline for member of the public to lodge a request to present on an agenda item.	<ul style="list-style-type: none"> <li>A person or group of people can lodge a request with the CEO to provide a presentation on an agenda item but must do so at least 48 hours before the meeting.</li> </ul>
<b>Mon 11 March 12 noon</b>	Deadline for council members to provide written notice of questions that will be asked about agenda items at the ordinary council meeting.	<ul style="list-style-type: none"> <li>Council members must submit questions about agenda items to the CEO in writing by 12 noon the day before the meeting.</li> </ul>
<b>Tue 12 March 12 noon</b>	Presiding member or CEO (in accordance with policy) to decide whether members of the public can present on agenda items and provide a response to people making requests.	<ul style="list-style-type: none"> <li>The presiding member or CEO must decide and provide a response to a person requesting to make a presentation on an agenda item by 12 noon the day of the meeting.</li> <li>If an application is refused, the presiding member or CEO must provide their reasons and advise of the refusal at the meeting.</li> </ul>
<b>Tue 12 March 6 pm</b>	Ordinary council meeting.	<ul style="list-style-type: none"> <li>Meeting must finish by 11 pm.</li> </ul>
<b>Wed 13 March 9 am</b>	Adjourned meeting can begin if scheduled meeting was adjourned due to reaching 11 pm.	<ul style="list-style-type: none"> <li>If a meeting needs to be adjourned because it reaches 11 pm, the meeting to deal with outstanding items must be at least 10 hours after the original meeting was adjourned.</li> </ul>
<b>Tue 19 March 6 pm</b>	Deadline for notifying DLGSC of any urgent business considered at the ordinary council meeting.	<ul style="list-style-type: none"> <li>The DLGSC must be notified within 7 calendar days each time urgent business is considered at an ordinary council meeting.</li> </ul>
<b>Sat 6 April 6 pm</b>	Responses to questions on notice included in agenda for next ordinary council meeting.	<ul style="list-style-type: none"> <li>When a question is taken on notice, a response is to be given to members of the public in writing and the answer is to be included in the agenda of the next ordinary council meeting.</li> <li>An ordinary council meeting agenda must be published at least 72 hours before the commencement of a meeting.</li> </ul>
<b>Mon 8 April 12 noon</b>	Deadline for council members dissatisfied with unconfirmed minutes to provide the CEO with corrected wording.	<ul style="list-style-type: none"> <li>A council member dissatisfied with unconfirmed minutes can provide a CEO with corrected wording by 12 noon the day before a meeting at which the minutes are to be confirmed.</li> </ul>
<b>Tue 9 April 6 pm</b>	Ordinary council meeting	<ul style="list-style-type: none"> <li>Meeting must finish by 11 pm.</li> </ul>



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**LOCAL GOVERNMENT ACT 1995**

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**SHIRE OF MORAWA**

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**MEETING PROCEDURES  
LOCAL LAW 2012**



## LOCAL GOVERNMENT ACT 1995

## SHIRE OF MORAWA

## MEETING PROCEDURES LOCAL LAW 2012

Under the powers conferred by the *Local Government Act 1995* and under all other relevant powers, the Council of the Shire of Morawa resolved on 15 December 2011 to make the following local law.

## PART 1—PRELIMINARY

## 1.1 Citation

This local law may be cited as the Shire of Morawa Meeting Procedures Local Law 2012.

## 1.2 Commencement

This local law comes into operation 14 days after the date on which it is published in the *Government Gazette*.

## 1.3 Purpose and Effect

- (1) The purpose of this local law is to provide the rules for the conduct of meetings of the Council, Committees and electors.
- (2) The effect of this local law is intended to result in—
  - (a) better decision-making at meetings;
  - (b) the orderly and efficient conduct of meetings; and
  - (c) greater community understanding of the business of the Council.
- (3) All meetings of the Council, Committees and electors are to be conducted in accordance with the Act, the Regulations and this local law.

## 1.4 Interpretation

- (1) In this local law unless the context otherwise requires—
  - absolute majority** has the meaning given to it in the Act;
  - 75% majority** has the meaning given to it in the Act;
  - Act** means the *Local Government Act 1995*;
  - CEO** means the Chief Executive Officer of the local government;
  - committee** means a committee of the Council established under section 5.8 of the Act;
  - committee meeting** means a meeting of a committee;
  - Council** means the Council of the Shire of Morawa;
  - local government** means the Shire of Morawa;
  - meeting** means a meeting of the Council or a committee, as the context requires;
  - member** has the meaning given to it in the Act;
  - President** means the President of the local government or other presiding member at a Council meeting under section 5.6 of the Act;
  - presiding member** means—
    - (a) in respect of the Council, the person presiding under section 5.6 of the Act; and
    - (b) in respect of a committee, the person presiding under sections 5.12, 5.13, and 5.14 of the Act;
  - Regulations** means the *Local Government (Administration) Regulations 1996*;
  - simple majority** means more than 50% of the members present and voting; and,
  - substantive motion** means an original motion or an original motion as amended, but does not include an amendment or a procedural motion.
- (2) Unless otherwise defined in this local law, the terms and expressions used in this local law are to have the meaning given to them in the Act and Regulations.

**PART 2—ESTABLISHMENT AND MEMBERSHIP OF COMMITTEES****2.1 Establishment of committees**

- (1) The establishment of committees is dealt with in the Act.
- (2) A Council resolution to establish a committee under section 5.8 of the Act is to include—
- (a) the terms of reference of the committee;
  - (b) the number of council members, officers and other persons to be appointed to the committee;
  - (c) the names or titles of the council members and officers to be appointed to the committee;
  - (d) the names of other persons to be appointed to the committee or an explanation of the procedure to be followed to determine the appointments; and
  - (e) details of the delegation of any powers or duties to the committee under section 5.16 of the Act.
- (3) This local law is to apply to the conduct of committee meetings.

**2.2 Types of committees**

The types of committees are dealt with in the Act.

**2.3 Delegation of some powers and duties to certain committees**

The delegation of some powers and duties to certain committees is dealt with in the Act.

**2.4 Limits on delegation of powers and duties to certain committees**

The limits on the delegation of powers and duties to certain committees are dealt with in the Act.

**2.5 Appointment of committee members**

The appointment of committee members is dealt with in the Act.

**2.6 Tenure of committee membership**

Tenure of committee membership is dealt with in the Act.

**2.7 Resignation of committee members**

The resignation of committee members is dealt with in the Regulations.

**2.8 Register of delegations to committees**

The register of delegations to committees is dealt with in the Act.

**2.9 Committees to report**

A committee—

- (a) is answerable to the Council; and
- (b) is to report on its activities when, and to the extent, required by the Council.

**PART 3—CALLING AND CONVENING MEETINGS****3.1 Ordinary and special Council meetings**

- (1) Ordinary and special Council meetings are dealt with in the Act.
- (2) An ordinary meeting of the Council, held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.
- (3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

**3.2 Calling Council meetings**

The calling of Council meetings is dealt with in the Act.

**3.3 Convening Council meetings**

- (1) The convening of a Council meeting is dealt with in the Act.
- (2) Subject to subclause (3), the CEO is to give at least 72 hours notice, for the purposes of section 5.5 of the Act, in convening a special meeting of the Council.
- (3) Where, in the opinion of the President or at least one-third of the members, there is a need to meet urgently, the CEO may give a lesser period of notice of a special Council meeting.

**3.4 Calling committee meetings**

The CEO is to call a meeting of any committee when requested by the President, the presiding member of a committee or any 2 members of that committee.

**3.5 Public notice of meetings**

Public notice of meetings is dealt with in the Regulations.

**PART 4—PRESIDING MEMBER AND QUORUM***Division 1: Who presides***4.1 Who presides**

Who presides at a Council meeting is dealt with in the Act.

**4.2 When the Deputy President can act**

When the Deputy President can act is dealt with in the Act.

**4.3 Who acts if no President**

Who acts if there is no President is dealt with in the Act.

**4.4 Election of presiding members of committees**

The election of presiding members of committees and their deputies is dealt with in the Act.

**4.5 Election of deputy presiding members of committees**

The election of deputy presiding members of committees is dealt with in the Act.

**4.6 Functions of deputy presiding members**

The functions of deputy presiding members are dealt with in the Act.

**4.7 Who acts if no presiding member**

Who acts if no presiding member is dealt with in the Act.

*Division 2—Quorum***4.8 Quorum for meetings**

The quorum for meetings is dealt with in the Act.

**4.9 Reduction of quorum for Council meetings**

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

**4.10 Reduction of quorum for committee meetings**

The reduction of a quorum for committee meetings is dealt with in the Act.

**4.11 Procedure where no quorum to begin a meeting**

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

**4.12 Procedure where quorum not present during a meeting**

If at any time during a meeting a quorum is not present, the presiding member is—

- (a) immediately to suspend the proceedings of the meeting for a period of up to 15 minutes; and
- (b) if a quorum is not present at the expiry of that period, the presiding member is to adjourn the meeting to some future time or date.

**4.13 Names to be recorded**

At any meeting—

- (a) at which there is not a quorum present; or
  - (b) which is adjourned for want of a quorum,
- the names of the members then present are to be recorded in the minutes.

**PART 5—BUSINESS OF A MEETING****5.1 Business to be specified**

(1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the presiding member or the Council.

(2) No business is to be transacted at a special meeting of the Council other than that given in the notice as the purpose of the meeting.

(3) Subject to subclause (4), no business is to be transacted at an adjourned meeting of the Council other than that—

- (a) specified in the notice of the meeting which had been adjourned; and
- (b) which remains unresolved.

(4) Where a meeting is adjourned to the next ordinary meeting of the Council then, unless the Council resolves otherwise, the business unresolved at the adjourned meeting is to be dealt with before considering Reports (Item 10) at that ordinary meeting.

**5.2 Order of business**

(1) Unless otherwise decided by the Council the order of business at any ordinary meeting of the Council is to be as follows—

1. Declaration of opening
  - 1.1 Recording of those present
  - 1.2 Apologies
  - 1.3 Approved leave of absence
  - 1.4 Welcoming of visitors to the meeting
  - 1.5 Announcements by the presiding member without discussion

2. Public Question Time
    - 2.1 Response to previous public questions taken on notice
    - 2.2 Public question time
  3. Declarations of interest
  4. Confirmation of minutes of previous meetings
  5. Public statements, petitions, presentations and approved deputations
  6. Method of dealing with agenda business
  7. Reports
    - 7.1 Reports from Committees
    - 7.2 Reports from the Chief Executive Officer
  8. New business of an urgent nature introduced by decision of the meeting
  9. Applications for leave of absence
  10. Motions of which previous notice has been given
  11. Questions from members without notice
  12. Meeting closed to public
    - 12.1 Matters for which the meeting may be closed
    - 12.2 Public reading of resolutions that may be made public
  13. Closure
- (2) Unless otherwise decided by the Council, the order of business at any special meeting of the Council is to be the order in which that business stands in the agenda of the meeting.
- (3) In determining the order of business for any meeting of the Council, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed.

### 5.3 Motions of which previous notice has been given

- (1) Unless the Act, Regulations or this local law otherwise provide, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 14 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good governance of the district.
- (4) The CEO—
- (a) may, with the concurrence of the President, may exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of any of this local law or any other written law;
  - (b) will inform members on each occasion that a notice has been excluded and the reasons for that exclusion;
  - (c) may, after consultation with the member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and
  - (d) may provide to the Council relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless—
- (a) the member who gave notice of it, or some other member authorised by the originating member in writing, moves the motion when called on; or
  - (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.

### 5.4 New business of an urgent nature

- (1) In cases of extreme urgency or other special circumstances, matters may, on a motion by the presiding member that is carried by the meeting, be raised without notice and decided by the meeting.
- (2) In subclause (1), ***cases of extreme urgency or other special circumstances*** means matters that have arisen after the preparation of the agenda that are considered by the presiding member to be of such importance and urgency that they are unable to be dealt with administratively by the local government and must be considered and dealt with by the Council before the next meeting.

### 5.5 Adoption by exception resolution

- (1) In this clause ***adoption by exception resolution*** means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the Council resolution.
- (2) Subject to subclause (3), the local government may pass an adoption by exception resolution.
- (3) An adoption by exception resolution may not be used for a matter—
- (a) that requires a 75% majority or a special majority;
  - (b) in which an interest has been disclosed;
  - (c) that has been the subject of a petition or deputation;



- (d) that is a matter on which a member wishes to make a statement; or
- (e) that is a matter on which a member wishes to move a motion that is different to the recommendation.

## **PART 6—PUBLIC PARTICIPATION**

### **6.1 Meetings generally open to the public**

Meetings being generally open to the public is dealt with in the Act.

### **6.2 Meetings not open to the public**

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The Council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried—
  - (a) the presiding member is to direct everyone to leave the meeting except—
    - (i) the members;
    - (ii) the CEO; and
    - (iii) any officer specified by the presiding member; and
  - (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council or the committee, by resolution, decides otherwise.
- (4) A person who fails to comply with a direction under subclause (3)(a) may, by order of the presiding member, be removed from the meeting.
- (5) While the resolution under subclause (2) remains in force, the operation of clause 8.9 is to be suspended until the Council or the committee, by resolution, decides otherwise.
- (6) A resolution under this clause may be made without notice.
- (7) Unless the Council resolves otherwise, once the meeting is reopened to members of the public, the presiding member is to ensure that any resolution of the Council made while the meeting was closed is to be read out including a vote of a member to be included in the minutes.

### **6.3 Question time for the public**

Question time for the public is dealt with in the Act.

### **6.4 Question time for the public at certain meetings**

Question time for the public at certain meetings is dealt with in the Regulations.

### **6.5 Minimum question time for the public**

Minimum question time for the public is dealt with in the Regulations.

### **6.6 Procedures for question time for the public**

Procedures for question time for the public are dealt with in the Regulations.

### **6.7 Other procedures for question time for the public**

- (1) A member of the public who raises a question during question time, is to state his or her name and address.
- (2) A question may be taken on notice by the Council for later response.
- (3) When a question is taken on notice the CEO is to ensure that—
  - (a) a response is given to the member of the public in writing; and
  - (b) a summary of the response is included in the agenda of the next meeting of the Council.
- (4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to—
  - (a) declare that he or she has an interest in the matter; and
  - (b) allow another person to respond to the question.
- (5) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.
- (6) Where a member of the public provides written questions then the presiding member may elect for the questions to be responded to as normal business correspondence.
- (7) The presiding member may decide that a public question shall not be responded to where—
  - (a) the same or similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;
  - (b) the member of the public uses public question time to make a statement, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the statement as a question; or
  - (c) the member of the public asks a question that is offensive or defamatory in nature, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.

- (8) A member of the public shall have 2 minutes to submit a question.
- (9) The Council, by resolution, may agree to extend public question time.
- (10) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

#### **6.8 Distinguished visitors**

If a distinguished visitor is present at a meeting of the Council, the presiding member may acknowledge the presence of the distinguished visitor at an appropriate time during the meeting, and the presence of that visitor shall be recorded in the minutes.

#### **6.9 Deputations**

- (1) Any person or group wishing to be received as a deputation by the Council is to either—
  - (a) apply, before the meeting, to the CEO for approval; or
  - (b) with the approval of the presiding member, at the meeting, address the Council.
- (2) The CEO may either—
  - (a) approve the request and invite the deputation to attend a meeting of the Council; or
  - (b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.
- (3) Unless the council resolves otherwise, a deputation invited to attend a Council meeting—
  - (a) is not to exceed 5 persons, only 2 of whom may address the Council, although others may respond to specific questions from members;
  - (b) is not to address the Council for a period exceeding 10 minutes without the agreement of the Council; and,
  - (c) additional members of the deputation may be allowed to speak with the leave of the presiding member.
- (4) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.

#### **6.10 Petitions**

- (1) A petition is to—
  - (a) be addressed to the President;
  - (b) be made by electors of the district;
  - (c) state the request on each page of the petition;
  - (d) contain the name, address and signature of each elector making the request, and the date each elector signed;
  - (e) contain a summary of the reasons for the request; and
  - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the local government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause(3).
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless—
  - (a) the matter is the subject of a report included in the agenda; and
  - (b) the Council has considered the issues raised in the petition.

#### **6.11 Presentations**

- (1) In this clause, a presentation means the acceptance of a gift or an award by the Council on behalf of the local government or the community.
- (2) A presentation may be made to the Council at a meeting only with the prior approval of the Chief Executive Officer.

#### **6.12 Participation at committee meetings**

- (1) In this clause a reference to a person is to a person who—
  - (a) is entitled to attend a committee meeting;
  - (b) attends a committee meeting; and
  - (c) is not a member of that committee.
- (2) Without the consent of the presiding member, no person is to address a committee meeting.
- (3) The presiding member of a committee may allow a person to make an oral submission to the committee for up to 3 minutes.
- (4) A person addressing the committee with the consent of the presiding member is to cease that address immediately after being directed to do so by the presiding member.
- (5) A person who fails to comply with a direction of the presiding member under subclause (4) may, by order of the presiding member, be removed from the committee room.
- (6) The Council may make a policy dealing with the circumstances in which a person may be given consent to address a committee meeting.

**6.13 Council may meet to hear public submissions**

(1) Where an item on the agenda at a Council meeting is contentious and is likely to be the subject of a number of deputations, the Council may resolve to meet at another time to provide a greater opportunity to be heard.

(2) The CEO and the President shall set the time and date of the meeting to provide the opportunity to be heard.

(3) Where the Council resolves to meet to provide the opportunity to be heard under subclause (1), the presiding member shall—

(a) instruct the CEO to provide local public notice of the time and date when the Council will meet to provide an opportunity to be heard;

(b) provide a written invitation to attend the meeting to provide the opportunity to be heard to all members of the public who have applied under clause 6.9 to make a deputation on the issue; and

(c) cause minutes to be kept of the meeting to provide the opportunity to be heard.

(4) A meeting held under subclause (1) shall be conducted only to hear submissions. The council shall not make resolutions at a meeting to provide the opportunity to be heard.

(5) At a meeting held under subclause (1), each person making a submission shall be provided with the opportunity to fully state his or her case.

(6) A member of the public shall be limited to 10 minutes in making an oral submission, but this period may be extended at the discretion of the presiding member.

(7) Once every member of the public has had the opportunity to make a submission the presiding member is to close the meeting.

(8) The CEO is to ensure that a report is included on the agenda of the next Council meeting summarising each submission made at the meeting.

(9) The Council must not resolve on the matter that is the subject of a meeting to provide the opportunity to be heard until it has received the CEO's report under subclause (8).

**6.14 Public Inspection of agenda materials**

The right of the public to inspect the documents referred to, and in accordance with, Regulation 14 of the Regulations may be exercised at the offices of the local government.

**6.15 Confidentiality of information withheld**

(1) Information withheld by the CEO from the public under regulation 14(2) of the Regulations is to be—

(a) identified in the agenda of a Council meeting under the item Matters for which meeting may be closed;

(b) marked **Confidential** in the agenda; and

(c) kept confidential by officers and members until the Council resolves otherwise.

(2) A member or an officer in receipt of confidential information under subclause (1) or information that is provided or disclosed during a meeting or part of a meeting that is closed to the public is not to disclose any of that information to any person other than another member or an officer to the extent necessary for the purpose of carrying out his or her duties.

(3) Subclause (2) does not apply where a member or officer discloses the information to his or her lawyer or government officer for the purpose of seeking advice in order to lawfully fulfil his or her role and responsibilities.

**6.16 Recording of proceedings**

(1) A person is not to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council without the written permission of the presiding member.

(2) If the presiding member gives permission under subclause (1), he or she is to advise the meeting, immediately before the recording is commenced, that such permission has been given and the nature and extent of the permission.

**6.17 Prevention of disturbance**

(1) A reference in this clause to a person is to a person other than a member.

(2) A person addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the presiding member.

(3) A person observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

(4) A person shall ensure that his or her mobile telephone or audible pager is not switched on or used during any meeting of the Council.

(5) A person shall not behave in a manner that is contrary to section 75 of the Criminal Code.

**PART 7—QUESTIONS BY MEMBERS****7.1 Questions by members**

(1) Members may ask questions relating to an item on the notice paper or on matters related to the good government of persons in the district.

(2) A member requesting general information from an officer at a Council meeting may ask a question without notice and with the consent of the presiding member, may ask one or more further questions of that officer or another officer present at the meeting.

(3) Where possible the officer shall endeavour to answer the question to the best of his or her knowledge and ability, however, if the information is unavailable or the answer requires research or investigation, the officer may ask that—

- (a) the question be placed on notice for the next meeting of Council; and
- (b) the answer to the question be given to the member who asked it within 14 days.

(4) Every question and answer—

- (a) is to be brief and concise; and
- (b) is not to be accompanied by argument, expression of opinion or statement of facts, except to the extent necessary to explain the question or answer.

(5) In answering any question, an officer may qualify his or her answer and may at a later time in the meeting or at a subsequent meeting alter, correct, add to or otherwise amend the original answer.

## **PART 8—CONDUCT OF MEMBERS**

### **8.1 Members to be in their proper places**

(1) At the first meeting held after each election day, the CEO is to allot, alphabetically a position at the Council table to each member.

(2) Each member is to occupy his or her allotted position at each Council meeting.

### **8.2 Respect to the presiding member**

After the business of a Council has been commenced, a member is not to enter or leave the meeting without first paying due respect to the presiding member.

### **8.3 Titles to be used**

A speaker, when referring to the president, deputy president or presiding member, or a member or officer, is to use the title of that person's office.

### **8.4 Advice of entry or departure**

During the course of a meeting of the Council, a member is not to enter or leave the meeting without first advising the presiding member, in order to facilitate the recording in the minutes of the time or entry or departure.

### **8.5 Members to indicate their intention to speak**

A member of the Council who wishes to speak is to indicate his or her intention to speak by raising his or her hand or by another method agreed by the Council.

### **8.6 Priority of speaking**

(1) Where 2 or more members indicate, at the same time, their intention to speak, the presiding member is to decide which member is entitled to be heard first.

(2) A decision of the presiding member under subclause (1) is not open to discussion or dissent.

(3) A member is to cease speaking immediately after being asked to do so by the presiding member.

### **8.7 Presiding member may take part in debates**

The presiding member may take part in a discussion of any matter before the Council, subject to compliance with this local law.

### **8.8 Relevance**

(1) A member is to restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.

(2) The presiding member, at any time, may—

- (a) call the attention of the meeting to—
  - (i) any irrelevant, repetitious, offensive or insulting language by a member; or
  - (ii) any breach of order or decorum by a member; and
- (b) direct that member, if speaking, to discontinue his or her speech.

(3) A member is to comply with the direction of the presiding member under subclause (2) by immediately ceasing to speak.

### **8.9 Speaking twice**

A member is not to address the Council more than once on any motion or amendment except—

- (a) as the mover of a substantive motion, to exercise a right of reply;
- (b) to raise a point of order; or
- (c) to make a personal explanation.

### **8.10 Duration of speeches**

(1) A member is not to speak on any matter for more than 5 minutes without the consent of the Council which, if given, is to be given without debate.

(2) An extension under this clause cannot be given to allow a member's total speaking time to exceed 10 minutes.

### **8.11 No speaking after conclusion of debate**

A member is not to speak on any motion or amendment—

- (a) after the mover has replied; or
- (b) after the question has been put.

### **8.12 No interruption**

A member is not to interrupt another member who is speaking unless—

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;
- (c) to make a personal explanation under clause 8.13; or
- (d) to move a procedural motion that the member be no longer heard (see clause 11(1)(e) .

### **8.13 Personal explanations**

(1) A member who wishes to make a personal explanation relating to a matter referred to by another member who is then speaking is to indicate to the presiding member his or her intention to make a personal explanation.

(2) The presiding member is to determine whether the personal explanation is to be heard immediately or at the conclusion of the speech by the other member.

(3) A member making a personal explanation is to confine his or her observations to a succinct statement relating to a specific part of the speech at which he or she may have been misunderstood.

### **8.14 No reopening of discussion**

A member is not to reopen discussion on any Council decision, except to move that the decision be revoked or changed.

### **8.15 Adverse reflection**

(1) A member is not to reflect adversely on a decision of the Council except on a motion that the decision be revoked or changed.

(2) A member is not—

- (a) to reflect adversely on the character or actions of another member or officer; or
- (b) to impute any motive to a member or officer,  
unless the meeting resolves, without debate, that the question then before the meeting cannot otherwise be adequately considered.

(3) A member is not to use offensive or objectionable expressions in reference to any member, officer or other person.

(4) If a member specifically requests, immediately after their use, that any particular words used by a member be recorded in the minutes—

- (a) the presiding member is to cause the words used to be taken down and read to the meeting for verification; and
- (b) the Council may, by resolution, decide to record those words in the minutes.

### **8.16 Withdrawal of offensive language**

(1) A member who, in the opinion of the presiding member, uses an expression which—

- (a) in the absence of a resolution under clause 8.15—
  - (i) reflects adversely on the character or actions of another member or officer; or
  - (ii) imputes any motive to a member or officer; or
- (b) is offensive or insulting,

must, when directed by the presiding member, withdraw the expression and make a satisfactory apology.

(2) If a member fails to comply with a direction of the presiding member under subclause (1), the presiding member may refuse to hear the member further on the matter then under discussion and call on the next speaker.

## **PART 9—PRESERVING ORDER**

### **9.1 Presiding member to preserve order**

(1) The presiding member is to preserve order, and, whenever he or she considers necessary, may call any member to order.

(2) When the presiding member speaks during a debate, any Member then speaking, or indicating that he or she wishes to speak, is immediately to sit down and every member present is to preserve strict silence so that the presiding member may be heard without interruption.

(3) Subclause (2) is not to be used by the presiding member to exercise the right provided in clause 8.7, but to preserve order.

**9.2 Point of order**

- (1) A member may object, by way of a point of order, only to a breach of—
  - (a) any of this local law; or
  - (b) any other written law.
- (2) Despite anything in this local law to the contrary, a point of order—
  - (a) takes precedence over any discussion; and
  - (b) until determined, suspends the consideration or discussion of any other matter.

**9.3 Procedures on a point of order**

- (1) A member who is addressing the presiding member is not to be interrupted except on a point of order.
- (2) A member interrupted on a point of order is to resume his or her seat until—
  - (a) the member raising the point of order has been heard; and
  - (b) the presiding member has ruled on the point of order,
 and, if permitted, the member who has been interrupted may then proceed.

**9.4 Calling attention to breach**

A member may, at any time, draw the attention of the presiding member to any breach of this local law.

**9.5 Ruling by the presiding member**

- (1) The presiding member is to rule on any point of order which is raised by either upholding or rejecting the point of order.
- (2) A ruling by the presiding member on a point of order is to be final unless the majority of members then present and voting, on a motion moved immediately after the ruling, dissent from the ruling.
- (3) Subject to a motion of dissent being carried under subclause (2), if the presiding member rules that—
  - (a) any motion, amendment or other matter before the meeting is out of order, it is not to be considered further; and
  - (b) a statement made or act done by a member is out of order, the presiding member may require the member to make an explanation, retraction or apology.

**9.6 Continued breach of order**

If a member—

- (a) persists in any conduct that the presiding member had ruled is out of order; or
  - (b) refuses to make an explanation, retraction or apology required by the presiding member under clause 9.5(3),
- the presiding member may direct the member to refrain from taking any further part in the debate of that item, other than by voting, and the member is to comply with that direction.

**9.7 Right of presiding member to adjourn**

- (1) For the purpose of preserving or regaining order, the presiding member may adjourn the meeting for a period of up to 15 minutes.
- (2) On resumption, the debate is to continue at the point at which the meeting was adjourned.
- (3) If, at any one meeting, the presiding member adjourns the meeting more than once for the purpose of preserving or regaining order, the second or subsequent adjournment may be to a later time on the same day or to another day.

**PART 10—DEBATE OF SUBSTANTIVE MOTIONS****10.1 Motions to be stated and in writing**

Any member who wishes to move a substantive motion or an amendment to a substantive motion—

- (a) is to state the substance of the motion before speaking to it; and
- (b) if required by the presiding member, is to put the motion or amendment in writing.

**10.2 Motions to be supported**

- (1) A substantive motion or an amendment to a substantive motion is not open to debate until it has been seconded.
- (2) A motion to revoke or change a decision made at a Council meeting is not open to debate unless the motion has the support required under regulation 10 of the Regulations.

**10.3 Unopposed business**

- (1) Immediately after a substantive motion has been moved and seconded, the presiding member may ask the meeting if any member opposes it.
- (2) If no member opposes the motion, the presiding member may declare it carried without debate and without taking a vote.
- (3) A motion declared carried under this clause is to be recorded in the minutes as a unanimous decision of the Council.



(4) If a member opposes a motion, the motion is to be dealt with under this Part.

(5) This clause does not apply to a motion to revoke or change a decision which has been made at a Council meeting.

#### **10.4 Only one substantive motion at a time**

When a substantive motion is under debate at a meeting of the Council, no further substantive motion is to be accepted. The Council is not to consider more than one substantive motion at any time.

#### **10.5 Order of call in debate**

The presiding member is to call speakers to a substantive motion in the following order—

- (a) the mover to state the motion;
- (b) a seconder to the motion;
- (c) the mover to speak to the motion;
- (d) the seconder to speak to the motion;
- (e) a speaker against the motion;
- (f) a speaker for the motion;
- (g) other speakers against and for the motion, alternating where possible; and
- (h) mover takes right of reply which closes debate.

#### **10.6 Limit of debate**

The presiding member may offer the right of reply and put a substantive motion to the vote if he or she believes that sufficient discussion has taken place even though all members may not have spoken.

#### **10.7 Member may require question to be read**

A member may require the question or matter under discussion to be read at any time during a debate, but not so as to interrupt any other member who is speaking.

#### **10.8 Consent of seconder required for alteration**

The mover of a substantive motion may not alter the wording of the motion without the consent of the seconder.

#### **10.9 Order of amendments**

Any number of amendments may be proposed to a substantive motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn, carried or lost.

#### **10.10 Form of an amendment**

An amendment must add, delete, or substitute words to the substantive motion.

#### **10.11 Amendment must not negate original motion**

An amendment to a substantive motion cannot negate the original motion or the intent of the original motion.

#### **10.12 Relevance of amendments**

Each amendment is to be relevant to the motion in respect of which it is moved.

#### **10.13 Mover of motion may speak on amendment**

Any member may speak during debate on an amendment.

#### **10.14 Effect of an amendment**

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any member may speak and any further amendment may be moved.

#### **10.15 Withdrawal of motion or amendment**

(1) Subject to subclause (2), the Council may, without debate, grant leave to withdraw a motion or amendment on the request of the mover of the motion or amendment and with the approval of the seconder.

(2) Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of members present, until the amendment proposed has been withdrawn or lost.

#### **10.16 Right of reply**

(1) The mover of a substantive motion has the right of reply.

(2) The mover of any amendment to a substantive motion has a right of reply.

(3) The right of the reply may only be exercised—

- (a) where no amendment is moved to the substantive motion—at the conclusion of the discussion on the motion; or
- (b) where one or more amendments have been moved to the substantive motion—at the conclusion of the discussion on the substantive motion and any amendments.

(4) After the mover of the substantive motion has commenced the reply—

- (a) no other member is to speak on the question;
- (b) there is to be no further discussion on, or any further amendment to, the motion.

(5) The right of the reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.

(6) At the conclusion of the right of reply, the substantive motion, or the substantive motion as amended, is immediately to be put to the vote.

## **PART 11—PROCEDURAL MOTIONS**

### **11.1 Permissible procedural motions**

In addition to the right to move an amendment to a substantive motion (under Part 10), a member may move the following procedural motions—

- (a) that the meeting proceed to the next item of business;
- (b) that the debate be adjourned;
- (c) that the meeting now adjourn;
- (d) that the question be now put;
- (e) that the member be no longer heard;
- (f) that the ruling of the presiding member be disagreed with;
- (g) that the meeting be closed to the public (see clause 6.2).

### **11.2 No debate**

(1) The mover of a motion specified in paragraph (a), (b), (c), (f) or (g) of clause 11.1 may speak to the motion for not more than 5 minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

(2) The mover of a motion specified in paragraph (d) or (e) of clause 11.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

### **11.3 Who may move**

No person who has moved, seconded, or spoken for or against the substantive motion, or any amendment to the substantive motion, may move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.

### **11.4 Procedural motions—right of reply on substantive motion**

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

### **11.5 Meeting to proceed to the next business**

The motion that the meeting proceed to the next business, if carried, has the effect that—

- (a) the debate on the substantive motion or amendment ceases immediately;
- (b) no decision is made on the substantive motion;
- (c) the Council moves to the next item of business; and
- (d) there is no requirement for the matter to be raised again for consideration.

### **11.6 Debate to be adjourned**

A motion that the debate be adjourned—

- (a) is to state the time to which the debate is to be adjourned; and
- (b) if carried, has the effect that all debate on the substantive motion or amendment ceases immediately, but continues at the time stated in the motion.

### **11.7 Meeting now adjourn**

(1) A member is not to move or second more than one motion of adjournment during the same sitting of the Council.

(2) Before putting the motion for the adjournment of the Council, the presiding member may seek leave of the Council to deal first with matters that may be the subject of an adoption by exception resolution (see clause 5.5).

(3) A motion that the meeting now adjourn—

- (a) is to state the time and date to which the meeting is to be adjourned; and
- (b) if carried, has the effect that the meeting is adjourned to the time and date specified in the motion.

(4) A meeting adjourned under subclause (3) is to continue from the point at which it was adjourned, unless the presiding member or the Council determines otherwise.

### **11.8 Question to be put**

(1) If the motion that the question be now put, is carried during debate on a substantive motion without amendment, the presiding member is to offer the right of reply and then put the motion to the vote without further debate.

(2) If the motion that the question be now put is carried during discussion of an amendment, the presiding member is to put the amendment to the vote without further debate.

(3) This motion, if lost, causes debate to continue.



**11.9 Member to be no longer heard**

If the motion that the member be no longer heard, is carried, the speaker against whom the motion has been moved cannot speak further on the current substantive motion, or any amendment relating to it, except to exercise the right of reply if he or she is the mover of the substantive motion.

**11.10 Ruling of the presiding member to be disagreed with**

If the motion that the ruling of the presiding member be disagreed with, is carried, that ruling is to have no effect and the meeting is to proceed accordingly.

**PART 12—DISCLOSURE OF INTERESTS****12.1 Disclosure of interests**

Disclosure of interests is dealt with in the Act.

**PART 13—VOTING****13.1 Question—when put**

(1) Immediately after the debate on any question is concluded and the right of reply has been exercised, the presiding member—

- (a) is to put the question to the Council; and
- (b) if requested by any member, is to again state the terms of the question.

(2) A member is not to leave the meeting when the presiding member is putting any question.

**13.2 Voting**

Voting is dealt with in the Act and the Regulations.

**13.3 Majorities required for decisions**

The majorities required for decisions of the Council and committees are dealt with in the Act.

**13.4 Method of taking vote**

(1) In taking the vote on any motion or amendment the presiding member—

- (a) is to put the question, first in the affirmative, and then in the negative;
- (b) may put the question in this way as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;
- (c) may accept a vote on the voices or may require a show of hands; and,
- (d) is, subject to this clause, to declare the result.

(2) If a member calls for a show of hands, the result of the vote is to be determined on the count of raised hands.

(3) If a member of council or a committee specifically requests that there be recorded—

- (a) his or her vote; or,
- (b) the vote of all members present,

on a matter voted on at a meeting of the council or committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.

**PART 14—MINUTES OF MEETINGS****14.1 Keeping of minutes**

The keeping and confirmation of minutes are dealt with in the Act.

**14.2 Content of minutes**

(1) The content of minutes is dealt with in the Regulations.

(2) In addition to the matters required by Regulation 11, the minutes of a Council meeting is to include, where an application for approval is refused or the authorisation of a licence, permit or certificate is withheld or cancelled, the reasons for the decision.

**14.3 Public inspection of unconfirmed minutes**

The public inspection of unconfirmed minutes is dealt with in the Regulations.

**14.4 Confirmation of minutes**

(1) When minutes of an ordinary meeting of the Council are distributed for consideration prior to their confirmation at the next meeting, if a member is dissatisfied with the accuracy of the minutes, the member may provide the local government with a written copy of the alternative wording to amend the minutes no later than 7 clear working days before the next ordinary meeting of the Council.

(2) At the next ordinary meeting of the Council, the member who provided the alternative wording shall, at the time for confirmation of minutes—

- (a) state the item or items with which he or she is dissatisfied; and
- (b) propose a motion clearly outlining the alternative wording to amend the minutes.

(3) Members must not discuss items of business contained in the minutes, other than discussion as to their accuracy as a record of the proceedings.

**PART 15—ADJOURNMENT OF MEETING****15.1 Meeting may be adjourned**

The Council may adjourn any meeting—

- (a) to a later time on the same day; or
- (b) to any other time on any other day, including a time which coincides with the conclusion of another meeting or event.

**15.2 Effect of adjournment**

Where any matter, motion, debate or meeting is adjourned under this local law—

- (a) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes;
- (b) debate is to be resumed at the next meeting at the point where it was interrupted; and
- (c) the provisions of clause 8.9 [speaking twice] apply when the debate is resumed.

**PART 16—REVOKING OR CHANGING DECISIONS****16.1 Requirements to revoke or change decisions**

The requirements to revoke or change a decision made at a meeting are dealt with in regulation 10 of the Regulations.

**16.2 Limitations on powers to revoke or change decisions**

(1) Subject to subclause (2), the Council or a committee is not to consider a motion to revoke or change a decision—

- (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 16.3 to implement the decision; or
- (b) where the decision is procedural in its form or effect.

(2) The Council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (1)(a) if the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

**16.3 Implementing a decision**

(1) In this clause—

- (a) authorisation means a licence, permit, approval or other means of authorising a person to do anything;
- (b) implement, in relation to a decision, includes—
  - (i) communicate notice of the decision to a person affected by, or with an interest in, the decision; and
  - (ii) take any other action to give effect to the decision; and
- (c) valid notice of revocation motion means a notice of motion to revoke or change a decision that complies with the requirements of the Act, Regulations and this local law and may be considered, but has not yet been considered, by the Council or a committee as the case may be.

(2) Subject to subclause (4), and unless a resolution is made under subclause (3), a decision made at a meeting is not to be implemented by the CEO or any other person until the afternoon of the first business day after the commencement of the meeting at which the decision was made.

(3) The Council or a committee may, by resolution carried at the same meeting at which a decision was made, direct the CEO or another person to take immediate action to implement the decision.

(4) A decision made at a meeting is not to be implemented by the CEO or any other person—

- (a) if, before commencing any implementation action, the CEO or that person is given a valid notice of revocation motion; and
- (b) unless and until the valid notice of revocation motion has been determined by the Council or the committee as the case may be.

(5) The CEO is to ensure that members of the public attending the meeting are informed by an appropriate notice that a decision to grant an authorisation—

- (a) is to take effect only in accordance with this clause; and
- (b) cannot be acted upon by the person who has been granted the authorisation unless and until the decision has been implemented in accordance with this clause.

**PART 17—SUSPENSION OF LOCAL LAW****17.1 Suspension of local law**

(1) A member may at any time move that the operation of one or more of the provisions of this local law be suspended.

(2) A member moving a motion under subclause (1) is to state the reasons for the motion but no other discussion is to take place.

(3) A motion under subclause (1) which is—

- (a) seconded; and

(b) carried by an absolute majority,  
is to suspend the operation of the clause or clauses to which the motion relates for the duration of the meeting, unless the meeting earlier resolves otherwise.

### **17.2 Where local laws do not apply**

(1) In situations where—

- (a) one or more provisions of this local law have been suspended; or
- (b) a matter is not regulated by the Act, the Regulations or these local laws,  
the presiding member is to decide questions relating to the conduct of the meeting.

(2) The decision of the presiding member under subclause (1) is final, except where a motion is moved and carried under clause 11.10.

### **17.3 Cases not provided for in local laws**

The presiding member is to decide questions of order, procedure, debate, or otherwise in cases where this local law, the Act or the Regulations are silent. The decision of the presiding member in these cases is final, except where a motion is moved and carried under clause 11.10.

## **PART 18—MEETINGS OF ELECTORS**

### **18.1 Electors' general meetings**

Electors' general meetings are dealt with in the Act.

### **18.2 Matters for discussion at electors' general meetings**

The matters to be discussed at electors' general meetings are dealt with in the Regulations.

### **18.3 Electors' special meetings**

Electors' special meetings are dealt with in the Act.

### **18.4 Requests for electors' special meetings**

Requests for electors' special meetings are dealt with in the Regulations.

### **18.5 Convening electors' meetings**

Convening electors' meetings is dealt with in the Act.

### **18.6 Who presides at electors' meetings**

Who presides at electors' meetings is dealt with in the Act.

### **18.7 Procedure for electors' meetings**

- (1) The procedure for electors' meetings is dealt with in the Act and the Regulations.
- (2) In exercising his or her discretion to determine the procedure to be followed at an electors' meeting, the presiding member is to have regard to this local law.

### **18.8 Participation of non-electors**

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.

### **18.9 Voting at electors' meetings**

Voting at electors' meetings is dealt with in the Regulations.

### **18.10 Minutes of electors' meetings**

Minutes of electors' meetings are dealt with in the Act.

### **18.11 Decisions made at electors' meetings**

Decisions made at electors' meetings are dealt with in the Act.

## **PART 19—ENFORCEMENT**

### **19.1 Penalty for breach**

A person who breaches a provision of this local law commits an offence.

**Penalty: \$1,000.00 and a daily penalty of \$500.00.**

### **19.2 Who can prosecute**

Who can prosecute is dealt with in the Act.

Dated: 15 December 2011.

The Common Seal of the Shire of Morawa was affixed by the authority of a resolution of Council in the presence of—

K. J. CHAPPEL, President.  
G. R. TREASURE, Chief Executive Officer.

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## Ordinary Council Meeting 21 March 2024

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<b><i>Attachment 1-</i></b>	<b><i>11.1.8a Owners Letter</i></b>
<b><i>Attachment 2-</i></b>	<b><i>11.1.8b Shire's Municipal Inventory Extract - Page 12</i></b>
<b><i>Attachment 3-</i></b>	<b><i>11.1.8c Winfield Street Heritage Precinct</i></b>
<b><i>Attachment 4-</i></b>	<b><i>11.1.8d Winfield Street Design Guidelines</i></b>
<b><i>Item 11.1.8-</i></b>	<b>Proposed New Roof and Solar Panels for Morawa Post Office</b>

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Planned Project:

Roof replacement at Morawa licensed Post Office

32 Winfield Street Morawa WA .

Due to storm damage and being classified as 'end of life' the Morawa LPO roof is needing to be replaced.

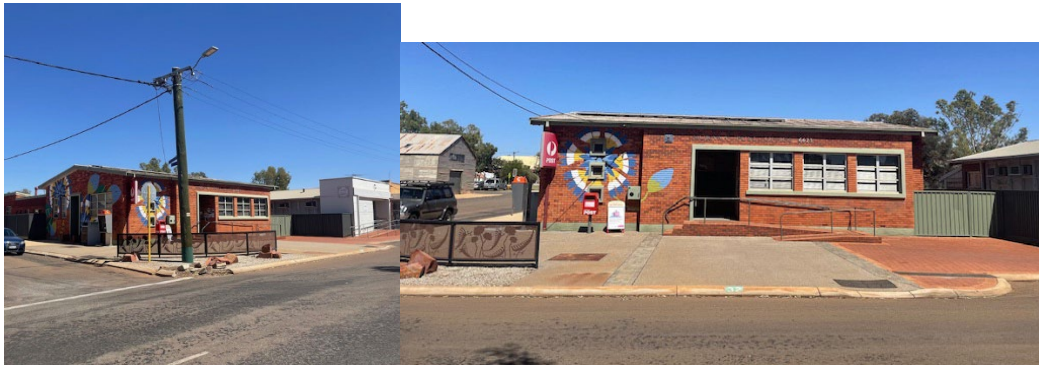
I have acquired the services of Shannon Worsfold from JRASKZ Roofing WA to complete the task near the end of March. Job will involve the removal of the current asbestos sheeting and replace with new silver zincalume corrugated sheeting, flashings and downpipes.

Once a date has been finalised, I will forward information to the Shire and advise community that asbestos will be being handled and use bunting to block off street access.

In the same process North Midlands Electrical will be removing the current solar panel system and replacing either the same system or a new one onto the new roofing sheets.

In the interim I have employed Structerre consulting for site inspection and a structural report for the roof conversion.

Please see below photos of the current roof from the street :



Please advise me of any further information you require.




Mia Andrews

32 Winfield Street

Morawa WA 6623

0418815545

**Shire of Morawa**  
**LOCAL HERITAGE SURVEY 2022**

	49	-	R & I Bank (former)	Winfield Street Heritage Area	2	The former Rural and Industries Bank (1960) is of historical significance in its development from the Agricultural Bank of WA in Morawa in 1915. It is a fine representative example of Post-war modernism that represents the positive development in Morawa in 1960, making a substantial contribution to the Winfield Street Heritage Area and the historic townscape of Morawa.
	50	-	Morawa Post Office and Phone exchange	Winfield Street Heritage Area	2	Morawa Post Office & Phone Exchange (1956) is significant as a social meeting place and provider of postal and phone services in the mid 1950s, and for the contentious history of its establishment. It is an uncommon style differing from standard post office constructions and represents the austerity of post World War Two. It makes some contribution to the Winfield Street Heritage Area and the historic townscape of Morawa.
	51	10147	Morawa Merkanooka & Districts Farmers Co-Op Ltd (former) & Garage	Winfield Street Heritage Area	2	Morawa Merkanooka & Districts Farmers Co-Op Ltd (former) has considerable historical significance as the site of the first store in Morawa in 1917 destroyed by fire in 1939, aesthetically for the landmark modern building of 1939, appropriately extended along both street fronts to have a significant presence in the Winfield Street Heritage Area and makes a substantial contribution to the historic Morawa townscape.  The garage (former) (1956) is one of the few remaining garage type buildings that represent the automotive and engineering businesses that were prevalent throughout the town. Its presence





**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B HERITAGE LIST** Retain & conserve.  
 Considerable cultural heritage significance.



**DESCRIPTION OF HERITAGE AREA**

**WINFIELD STREET HERITAGE AREA**

Morawa townsite was declared in 1912 but the boundaries for the townsite not approved until December 1913. In September 1914 lots were made available for lease. The Morawa-Merkanooka and Districts Co-op opened a store in 1915 and was selling land in June 1917 to establish the business “at once”, close to the siding when the railway came through.

The precinct comprises all lots on the west side of Winfield Street facing the railway, for two street blocks from White Avenue to Davis Street, in the main commercial area of Morawa.

The majority of the existing buildings were constructed in the 1920s and 1930s.

**Considerable contribution:** high-level significance.

**Some contribution:** moderate-level significance.

**Little contribution:** less significant.

**Category B: HERITAGE LIST** Planning Scheme and Local Planning Policy provisions. Development Application. A group of considerable cultural heritage significance to the Shire of Morawa. Retain & conserve.

The group listing allows for consideration of heritage places of varying levels of significance when any development is proposed, in order to assess any potential impact to retain the history, original fabric, scale and the assessed heritage value of each place, and its context in the streetscape of the group.

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**
**PLACE No. 41**
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 Considerable cultural heritage significance.

**STATEMENT OF SIGNIFICANCE**

Winfield Street Heritage Area is of considerable significance as the commercial centre of the town of Morawa. The significant places that represent early development of the town in the 1920s and 1930s, and the post World War Two development that informs of the optimism and prosperity of that period from a significant historical group that captures the historic development of the town of Morawa.

**WINFIELD STREET west side - north to south between White Ave and Davis Street**

<b>Place</b>		<b>Level of Contribution</b>
Place No.42 House	(Lot 61)	Some
Place No.43 Jones' Greengrocer Shop (former)	(Lot 62)	Some
<b>Place No.44 Sampson Building</b>	<b>(Lot 63)</b>	<b>Considerable</b>
<b>Place No.45 2 Shops</b>	<b>(Lot 64)</b>	<b>Considerable</b>
Place No.46 Tilly's building (former)	(Lot 65)	Little
Place No.47 Morawa Drapery Store (SITE of Ross Bros Garage)	(Lot 66)	Some
Place No.48 Chemist shop (former)	(Lot 67)	Some
<b>Place No.49 R &amp; I Bank (former)</b>	<b>(Lot 68)</b>	<b>Considerable</b>
<b>Place No.50 Morawa Post Office</b>	<b>(Lot 69)</b>	<b>Considerable</b>
<b>Place No.51 Morawa Merkanooka &amp; Districts Farmers Co-op Ltd (former) &amp; Garage</b>	<b>(Lot 41)</b>	<b>Considerable</b>
<b>Place No.52 Bank of New South Wales (former)</b>	<b>(Lot 40)</b>	<b>Considerable</b>
Place No.53 1970s building (ramp)	(Lot 39)	Some
Place No.54 Morawa Community Stall	(Lot 38)	Some
Place No.55 Tilly's Shop (former)	(Lot 38)	Some
Place No.56 Torrent's Stores (former)	(Lot 37)	Little
Place No.57 SITE Canberra Dining Rooms	(Lot 36)	Little
Place No.58 Shop	(Lot 36)	None
Place No.59 Chemist shop	(Lot 36)	None
Place No.60 Garage 1950s (former)	(Lot 35)	Some



**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

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 Considerable cultural heritage significance.



<b>Residence</b>	<b>Place No. 42</b> <b>Winfield Street (Lot No.61)</b>
Contributory significance	Little
State Heritage Office	InHerit database No -
Construction date, architectural style	1922 Interwar
Description	Single storey dwelling on the corner of White Avenue
Historical note	



<b>JONES GREENGROCER SHOP (Fmr)</b> Residence	<b>Place No. 43</b> <b>Winfield Street (Lot No.63 )</b>
Contributory significance	Little
State Heritage Office	InHerit database No -
Construction date, architectural style	1922 Interwar
Description	The single storey dwelling has a zero setback frontage with a recessed veranda.
Historical note	James William Jones moved from Victoria in 1922 , built the shop that has since been modified to remove the shop front entry on the front boundary. Mrs Jones likely ran the shop until at least 1927. By the early 1930s it was a tearooms and grocery.

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>SAMPSON BUILDINGS</b>	<b>Place No. 44</b> <b>Winfield Street (Lot No.64 )</b>
Contributory significance	<b>Considerable:</b> The Sampson Buildings shops and garage (former) are a fine example of 1929 Interwar architecture in an original grouping of a significant historic variety of retail, agency and war time functions, in authentic condition that makes a substantial contribution to the Winfield Street Group and the historic townscape of Morawa.
State Heritage Office	InHerit database No -
Construction date, architectural style	1929
Description	<p>The single storey masonry shops have a gabled corrugated iron roof concealed by a two decorative parapets, similar in detail with the south parapet covering the 2 shops below and the north end over the garage, separated by pilasters to the outside edges and at the division. Each parapet is detailed the same: stepped parapet to a central pilastered rectangle with a series of rebates. The apex is a flat triangle. A low pitched skillion veranda extends across the entire frontage supported by square timber posts.</p> <p>The 2 shops at the south end of the frontage, under the main parapet, are identical: symmetrical with a truncated recessed entry with a step to a timber framed doors. The flanking sides have a rendered dado, expansive shopfront glazing with highlights above, that extend into the truncation. The garage on the north end of the frontage (under the smaller parapet) has a wide timber entry door on the south, and three similar wide timber doors across the remainder of the garage frontage.</p>

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**

**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

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 Considerable cultural heritage significance.

Historical note	<p>Richard Sampson, a publisher from Perth built the shops in October 1929. He founded the newspapers in Morawa: <i>Northern Producer</i> and <i>Morawa Perenjori Advertiser</i> at a different location from these shops. The shops served many functions over the years including: Samson's drapery store into the central shop. Fred Prater occupied the south shop from October 1929 operating a Goldsborough Mort &amp; Co agency and in 1930 'The Producers Dining Room' with ice-creams confectionary and tobacco goods- he was bankrupt by May 1931. The north shop was occupied by M Mellidoni's Strand Café with fresh fish on the menu. By 1938 he was advertising a Super Waratah bowser at the store- day and night service. The cafe changed ownership and names several times up to 1960 when it was a greengrocery in 1963 though to c.1975 then a new owner in 1977 to 1980 and its been vacant since. In c.1945, Strand Café at north end, EA Leete's Tailor and mercer, and Lette's bike shop on the south. In 1939, Mrs Keown ran the Morawa Tea Rooms from the central shop. The garage was a base for commission agents who sold cars, tractors, trucks and insurance. During World War Two, the Australian Army occupied the shops in preparation for a potential Japanese invasion, anticipating the coastal population to evacuate inland.</p>
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**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
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**PLACE No. 41**

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 Considerable cultural heritage significance.



<b>2 SHOPS</b>	<b>Place No. 45</b> <b>Winfield Street (Lot No. 65)</b>
Contributory significance	<b>Considerable:</b> The two shops are a good example of an original shop with an addition in authentic condition that makes a substantial contribution to the Winfield Street group and the historic townscape of Morawa.
State Heritage Office	InHerit database No -
Construction date, architectural style	c.1925, c.1930
Description	The single storey masonry shops have a gabled corrugated iron roof concealed by a flat-metal-sheet stepped parapet across the entire frontage with a separate skillion veranda supported by square timber posts, that hips on the north end where there is a lean-to addition to the shop. The main shop is the north side of the frontage. It is symmetrical with a truncated recessed entry with a step to double timber framed doors. The flanking sides have a rendered dado, expansive shopfront glazing with highlights above, that extend into the truncation. The shop on the south end of the frontage is a later addition, possibly c.1930 utilising the decorative concrete blocks. It has a single framed shopfront glazing and a rectangular recessed entry adjacent to the north shopfront.
Historical note	

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**
**PLACE No. 41**

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 Considerable cultural heritage significance.



<b>TILLEY'S BUILDING (fmr)</b> Shire of Morawa Administration	<b>Place No. 46</b> <b>Winfield Street (Lot No.66 )</b>
Contributory significance	Some
State Heritage Office	InHerit database No -
Construction date, architectural style	1928
Description	The single storey. Remnant of "Rosella" sign on the south wall of the Morawa Co-op building.
Historical note	GW Sykes managed George Tilley's General Motors Service Station when it opened in 1928. It was the bike centre of the town. Doubled the shop size in 1929. Changed ownership in 1930 and developed agencies. Blacksmith Pietra Canestrini worked from a shop at the rear of the building. Mrs Gordon operated the tearooms in the north shop prior to 1932. She achieved "fame" as the bachelors' friend. Her son Jim Gordon won a Victoria a Cross in World War Two. Horace Rushton occupied the northern most shopfront after the co-op burnt down in 1939. He operated a newsagency until 1958 The Morawa Co-op was formed in 1945. In 1948 the Morawa Co-op took on the fuel depot from Commonwealth Oli Refineries. In 1955 Smith's chemist shop was on the north end. The Ross brothers operated from the rear of the site before moving to their own premise on Lot 67. In c,1966, Westralian Farmers Co-operative Ltd took over, later known as various names including Wesfarmers Landmark after being acquired by IAMA Ltd in 2001. Landmark sold out in 2003 moving to a new premises. The Shire of Morawa refurbished the building in c.2005. to provide an administration office and Council Chambers



**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>SITE: ROSS BROS GARAGE</b> Morawa Drapery Store	<b>Place No. 47</b> <b>Winfield Street (Lot No.67 )</b>
Contributory significance	Little
State Heritage Office	InHerit database No -
Construction date, architectural style	SITE 1955, rebuilt after fire in 1950 demolished in 1982. 1983
Description	The single storey face brick. Symmetrical with a pair of central aluminium framed doors flanked by expansive shopfront glazing about face brick dado walls. Suspended canopy veranda across the frontage.
Historical note	Thornton's Drapery Store opened in 1983.



<b>CHEMIST SHOP (fmr)</b>	<b>Place No. 48</b> <b>Winfield Street (Lot No. 68)</b>
Contributory significance	Little
State Heritage Office	InHerit database No -
Construction date, architectural style	1963. Post war.
Description	The single storey masonry shop has an unadorned parapet. A suspended canopy shades the expansive aluminium framed shopfront windows above mosaic detailed low dado walls. The symmetrical front has a central aluminium framed glazed double entry.
Historical note	

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

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 Considerable cultural heritage significance.



<b>R &amp; I BANK (former)</b> <b>SITE: Morawa Hall (1924-c.1955)</b>	<b>Place No. 49</b> <b>Winfield Street (Lot No.68)</b>
Contributory significance	<b>Considerable:</b> The former Rural and Industries (R & I) Bank is of historical significance in its development from the Agricultural Bank of WA in Morawa in 1915. It is a fine representative example of Post-war modernism that represents the positive development in Morawa in 1960, making a substantial contribution to the Winfield Street Group and the historic townscape of Morawa.
State Heritage Office	InHerit database No -
Construction date, architectural style	1960
Description	The single storey masonry building features a single rectangular rendered parapet with painted walls and a feature frontage of a square concrete tiles, and a recessed glazed entry on the north side of the frontage, that is accessed by a masonry ramp across the entire frontage, with metal railings.

**SHIRE OF MORAWA****Local Heritage Survey 2022****WINFIELD STREET HERITAGE AREA  
MORAWA****PLACE No. 41****Category B** HERITAGE LIST Retain & conserve.  
Considerable cultural heritage significance.

Historical note	<p>The Government's Agricultural Bank of Western Australia established a temporary office in the Hall. It was the first bank in Morawa. The Government Agricultural Bank Inspector had a house in Manning Street provided and he resided there between 1915 and 1921. The Bank provided banking services exclusively to farmers. The Bank attempted to purchase the hall site (lot 69) when it was touted for relocation, and also purchase the adjoining (north) Lot 68. Delays ensued: the hall building extended onto Lot 68 and both lots were designated specific to the hall.</p> <p>During the 1930's Depression, there was considerable ill feeling in the community as they felt the bank had let them down. One farmer attempted to burn the building down.</p> <p>In 1944 the Bank became a full trading bank renamed to the Rural and Industries Bank of Western Australia (The R &amp; I). In 1947, lot 68 was finally transferred into the Bank's ownership. However, post-war materials shortages delayed construction of a new building, and some alterations were made to the hall to accommodate the bank's continued use in 1947 and 1948, and constructed a temporary building in 1949 that was used until 1953.</p> <p>In 1960 the new bank (at the cost of 7,500 pounds) opened by the Minister for Lands Forest and Immigration, and the Premier David Brand, the former local Member. Two Hundred people attended the opening. In 1956 it became a savings bank. It was incorporated in 1990 and changed its name to the Bank of Western Australia in 1994, with the trading name of Bankwest in preparation for privatisation. It was acquired by the Bank of Scotland in 1995 and has changed ownership several times since then.</p> <p>BankWest continues to occupy the building.</p>
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**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>MORAWA POST OFFICE &amp; TELEPHONE EXCHANGE</b>	<b>Place No. 50</b> <b>Winfield Street (Lot No.69)</b>
Contributory significance	<b>Considerable:</b> Morawa Post Office & Phone Exchange is significant as a social meeting place and provider of postal and phone services in the mid 1950s, and for the contentious history of its establishment. It is an uncommon style differing from standard post office constructions and represents the austerity of post World War Two. It makes some contribution to the Winfield Street Group and the historic townscape of Morawa.
State Heritage Office	InHerit database No -
Construction date, architectural style	c.1955 1953, 1955, 1957 Post war Functional- Austerity
Description	The pavilion-like building is set back from the front boundary. It has an asymmetrical frontage to Winfield Street with a set of three double set windows on the north end of the front next to a deeply recessed entry and the face brick on the remaining frontage featuring a vertical detail.

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**

**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.

Historical note	<p><b>SITE of Morawa Town Hall</b></p> <p>The reserve was gazetted in 1922 for a hall. Built c.1924, the hall also served as the school until 1926, and there-after for another 20 years, as an auxiliary to the school. In 1928, after the Morawa Road Board was formed, separate from Perenjori, and the hall was in need of attention, there were calls for a new hall. The hall was extended in 1933.</p> <p>It was relocated to Merkanooka recreation ground by a fleet of tractors (Photo in 1961 history book) A more recent history suggests it was re-erected at the showgrounds in c.1955, but destroyed by a storm at that time. A new Town Hall and Lesser Hall was constructed in Prater Street.</p> <p><b>Post Office</b></p> <p>In 1912 Dreghorn's farm gained official recognition as a post office: North Morawa Post Office. Mrs Dreghorn was Post Mistress sorting the mail on the dining table: Merkanooka settlers called in for their mail. WC Cole, Samuel Moore's store manager, became the unofficial postmaster in Morawa in 1915 utilising Morse code for the telegraph system, the store became known as Lyon's Post Office Store.</p> <p>In c.1924 the unofficial post office came under the control of the Morawa Merkanooka Co-operative (in Prater building) and was still operating in 1927. Demands grew for an official post office after 1927 recorded 138,00 postal items. With the establishment of the Morawa Road Board in 1928, the intent was for an official post office in preference to an allowance post office touted by others including the government. In 1929 the Government commenced construction of a timber and fibro Allowance Post Office, that was specified as masonry. The issue was aired in Federal parliament. The first semi-official post office opened on 1 May 1929 with all the old equipment from the Pater building. Mr Hooker was the first postmaster. The only post box was at the post office on the east side (Solomon Street).</p> <p>In 1940 there was another attempt to establish an official post office on the west side of the railway line. World War Two intervened and it was 1947 before the community raised the issue again and the Road Board considered lots 68 and 69 before realising the bank had Lot 68 and the hall building was still on lot 69.</p> <p>In 1949 Lot 49 was gazetted to the Commonwealth specifically for an official post office. Except there were ownership legalities that were finalised in 1951. The Postmaster General's Office (PMG) advised that from 30 June 1950 Morawa would have an official Post Office. Further controversy: the Department planned for a prefabricated PO building rather than a permanent brick structure. Problem was that the bricks were "controlled materials" in shortage in the Post World War Two situation. Geraldton bricks were sourced, but the State had a backlog of projects, eventually the tender was let in November 1954. In 1955, 312,000 postal items and 14,000 telegrams had been handled in the Allowance Post Office.</p> <p>The Morawa Post Office was officially opened on 15 August 1956, including a telephone exchange.</p>
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**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**
**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>Morawa Merkanooka &amp; Districts Farmers Co-op Ltd (former) &amp; Garage (former)</b>	<b>Place No. 51</b> <b>34 Winfield Street (Lot No. 41)</b>
Contributory significance	<p><b>Considerable:</b>          Morawa Merkanooka &amp; Districts Farmers Co-Op Ltd (fmr) has considerable historical significance as the site of the first store in Morawa in 1917 destroyed by fire in 1939, aesthetically for the landmark modern building of 1939, appropriately extended along both street fronts to have a significant presence in the Winfield Street Group and makes a substantial contribution to the historic Morawa townscape.</p> <p>The garage (fmr) is one of the few remaining garage type buildings that represent the automotive and engineering businesses that were prevalent throughout the town. Its presence with signwriting still identifiable makes a significant contribution to the group and the historical townscape.</p>
State Heritage Office	InHerit database No.10147
Construction date, architectural style	SITE 1917, 1926-1939: original store Corner store: 1939, 1954, 1957 Garage: 1956 Post war moderne. Garage
Description	The single storey store addresses the street corner with a truncated faceted entry. The expansive corner entry area is rendered under a boxed veranda that is supported by round slender posts. The flanking walls (1954 and 1957) are detailed in the decorative concrete blocks. The corner has a rectangular stepped parapet with pilaster, the Winfield Street frontage has a mural that depicts the Morawa Merkanooka & Districts Farmers Co-op Ltd Store that was located there prior to the 1926 fire, and an unadorned stepped parapet above. The Prater Street frontage has a simple parapet with a semi-detached corrugated addition at the rear. Separate at the west end of the site facing Prater Street is the timber framed and corrugated clad gable garage with the front opening onto Prater street. There is signage in the "front" gable and the west wall.

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**

**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.

Historical note	<p>Morawa Merkanooka &amp; Districts Farmers Co-op Ltd first occupied the site in c.1917 with a general store on the south side of the site and a chemist on the north side on the same lot. In 1939 the store and the chemist were destroyed by fire. The impact of the fire put Morawa Merkanooka &amp; Districts Farmers Co-op Ltd into liquidation. The property was acquired by Horace Rushton.</p> <p>The new Rushton's Store building of concrete blocks was constructed in 1939 on the southeast street corner of the site. In July 1945 Rule took over from Ruston and it became Rules' Store. Rule ceased dealing in groceries (due to purchasing limitations) and concentrated on hardware and agencies promoting Sydney Atkinson (Chevrolet, Holden, Maple-leaf and Pontiac), Goldsborough Mort, McKay, Massey Harris and others.</p> <p>In 1950 Rule was granted a liquor licence after a contentious process.</p> <p>In 1954 he extended the shop along the Prater Street frontage for showrooms for agricultural machinery and automobiles.</p> <p>In 1957 he extended the Winfield Street front (over the site of the Morawa Merkanooka &amp; Districts Farmers Co-op Ltd where the mural is).</p> <p>In 1958 the place was advertised as Ironside Rule Pty Ltd. In 1964 the name changed to Morawa Traders. In 1972 George Ironside became the owner. Subsequent changes of owner ship have taken place since that time.</p> <p>In 2021 it is an IGA (Independent Grocers' Association) supermarket.</p> <p><b>GARAGE</b></p> <p>From 1 July 1956, Rule's Store provided 'a modern service station and lubritorium' under the control of a mechanic approved by Sydney Atkinson Motors Ltd. In 1964, electric fuel pumps were installed.</p> <p>In 1970, Robert Guerny expanded his Morawa Smash Repairs business, became the official Ford agent (Guerny Ford) and moved his operation from the garage at the Prater Street frontage at the rear of the store. He planned to expand onto the site that is now Jubilee Park. However, the Shire had planned that site (lots 42, 43) for municipal offices, or failing that a shopping centre - just not a smash repair business. However, a lease was effected and vehicles were parked there. The contentious situation continued until in 1975, Parkwood Engineering took over the garage premises and were permitted to display John Shearer machinery, Allister Calmers equipment and Leyland vehicles, until at least 1977.</p> <p>In 2021 the garage is vacant.</p>
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**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>BANK OF NEW SOUTH WALES (former) &amp; RESIDENCE</b>	<b>Place No. 52</b> <b>46 Winfield Street (Lot No. 40)</b>
Contributory significance	<b>Considerable:</b> The former Bank of New South Wales is of historical and aesthetic significance as a fine representative of Interwar classical architecture, the only example in Morawa that represents the optimism for the future at that time. It makes a considerable contribution to the Winfield Street Group and the historic townscape of Morawa.
State Heritage Office	InHerit database No. 1623
Construction date, architectural style	1926 Interwar Classical architectural style
Description	The single storey bank building has a symmetrical frontage with a recessed central entry flanked by single windows each side. The frontage is detailed with a moulded cornice line that aligns as window headers, and a bracketed moulding with stepped parapet above. The residence is behind.
Historical note	The branch of the bank initially operated from the Prater building The bank opened on 4 October 1926 with Oliver Greenwood as manager who remained until 1933. Morawa Merkanooka & Districts Farmers Co-op Ltd (fmr) (on north side-Lot 40) burnt down in 1939, damaging part of the bank residence and locals carried all the furnishings and contents from the residence. The Bank of New South Wales closed in 1999 and in c.2005 the Morawa Telecentre and Landcare office relocated to this premises.



**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>SHOP</b>	<b>Place No. 53</b> <b>Winfield Street (Lot No. 38)</b>
Contributory significance	Some: A good example of c.1970 store that makes a contribution to the Winfield Street group and the historic townscape of Morawa.
State Heritage Office	InHerit database No -
Construction date, architectural style	c.1970 Post war.
Description	Single storey face brick.
Historical note	



<b>MORAWA COMMUNITY STALL</b>	<b>Place No. 54</b> <b>Winfield Street (Lot No. 37)</b>
Contributory significance	Little
State Heritage Office	InHerit database No -
Construction date, architectural style	
Description	
Historical note	

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>TILLY'S SHOP (fmr)</b>	<b>No. 55</b> <b>Winfield Street (Lot No. 37)</b>
Contributory significance	Some
State Heritage Office	InHerit database No -
Construction date, architectural style	c.1950 Post war.
Description	The single storey masonry shop with a full width veranda and a stepped parapet
Historical note	In 1928; S Goode's Sample Shop, General Motors Garage. After flooding in 1928, and 1929, Tilley moved into the central shop at Lot 64 in October 1929.



<b>TORRENT'S STORE (fmr)</b>	<b>No. 56</b> <b>Winfield Street (Lot No. 36)</b>
Contributory significance	Some
State Heritage Office	InHerit database No -
Construction date, architectural style	c.1950, 1953, 1955, 1957 Post war.
Description	The single storey masonry shop has an expansive shop frontage with a full width veranda and stepped parapet across front.
Historical note	Andrew Torrent from Spain took over a café in 1952, made alterations and changed the business to a supermarket in 1953. He made a number of additions to the building. He had a cool drink factory. Manufacturing lemon squash from 1953. He introduced self-service shopping to Morawa. In 1969 Torrent sold out and Coyne's Store traded as a 4 Square franchise supermarket and subdivided the store into 3 sections: self-serve grocery, greengrocer and confectionary. In more recent years it operates as Morawa Traders Supermarket.

**SHIRE OF MORAWA**  
**Local Heritage Survey 2022**  
**WINFIELD STREET HERITAGE AREA**  
**MORAWA**

**PLACE No. 41**

**Category B** HERITAGE LIST Retain & conserve.  
 Considerable cultural heritage significance.



<b>SITE CANBERRA DINING ROOMS SHOP CHEMIST SHOP</b>	<b>Place No's. 57, 58, 59 Winfield Street (Lot No. 35)</b>
Contributory significance	NO
State Heritage Office	InHerit database No -
Construction date, architectural style	
Description	The single storey shop.
Historical note	No. 57 Mrs RH Williams operated the Canberra Dining Rooms in Sampson's building in 1928. No.58 No.59



<b>GARAGE (former)</b>	<b>Place No. 60 Winfield Street (Lot No.34)</b>
Contributory significance	Little
State Heritage Office	InHerit database No -
Construction date, architectural style	c.1950 Post war.
Description	The single storey masonry.
Historical note	



<b>SHIRE OF MORAWA</b> <b>Local Heritage Survey 2022</b> <b>WINFIELD STREET HERITAGE AREA</b> <b>MORAWA</b>
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<b>PLACE No. 41</b>
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<b>Category B</b> HERITAGE LIST Retain & conserve. Considerable cultural heritage significance.
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LISTINGS	
Department Planning, Lands & Heritage	inHerit database No. 01624
<del>Register of Heritage Places</del>	
<del>National Trust classified</del>	
Shire of Morawa: Heritage Inventory 1996	

SUPPORTING INFORMATION/BIBLIOGRAPHY
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## DEVELOPMENT GUIDELINES (2022)

### WINFIELD STREET HERITAGE AREA

#### MORAWA

##### Winfield Street

(West side between White & Davis streets Inclusive)



42	House (corner White Ave)
43	Jones Greengrocers (former)
44	Sampson Buildings (former)
45	2 Shops
46	SITE Tilley's General Motors Service Centre
47	Morawa Drapery Store (SITE of Ross bros Garage)
48	Chemist shop (former)
49	Rural & Industries Bank (former)
50	Morawa Post Office & Telephone Exchange
51	Morawa Merkanooka & Districts Farmers Co-Op Ltd (former) & Garage
52	Bank of New South Wales (former)
53	1970s building
54	Community Stall
55	Tilly's Shop (former)
56	Torrents Store (former)
57	Canberra Dining Rooms (former)
58	Shop
59	Chemist shop
60	Garage (1950s - former)

Heritage Intelligence (WA)

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Heritage & Conservation Consultant  
for

Shire of Morawa

## **Introduction**

Morawa's Winfield Street Heritage Area is a place that has special qualities and it is important to retain and enhance those qualities as the town develops through time. Morawa retains a significant legacy of buildings of historic and architectural value.

These guidelines identify the important qualities of the Winfield Street Heritage Area and are intended to assist property owners and the Shire of Morawa to achieve good development outcomes in an important heritage context.

The Statement of Significance of the Winfield Street Heritage Area states as follows:

Winfield Street Heritage Area is of considerable significance as the commercial centre of the town of Morawa. The significant places that represent early development of the town from the 1920s and 1930s, and the post World War Two development that informs of the optimism and prosperity of that period form a significant historical group that captures the historic development of the town of Morawa.

Winfield Street Heritage Area comprising single-storey predominately commercial buildings along the west side of Winfield Street between White Street (north) and Davis Street (south), forms a continuum of places of varying degrees of significance that has cultural significance for the following reasons:

it physically reflects broad social and economic changes from the development of the town after the railway in 1914, and has the potential to contribute significantly to an understanding of the development of Morawa;

the cumulative effect of the scale, massing, texture, materials, colour and detail of individual buildings and their sites provide aesthetic characteristics which have formed in distinctive periods from the early town establishment to the latter decades, clearly demonstrating the aesthetics of those periods;

the continuity of commercial functions that operate without detracting from the overall integrity of the Heritage Area, contribute to the character of the area; and,

the contribution to the Morawa community's sense of place through its social, retail and commercial associations with generations of the community.

## **Objectives of the Development Guidelines**

Winfield Street Heritage Area is regarded as a special cultural environment that informs of a history of Morawa. Winfield Street's individual buildings within a continuity of commercial and retail functions contribute substantially to the significant heritage character of Morawa.

The Development Guidelines will

- Encourage the conservation and protection of the cultural heritage significance of the Winfield Street Heritage Area;
- Ensure that that new buildings, alterations and additions can be accommodated within the Heritage Area without adversely affecting the Heritage Area's significance;
- Encourage the retention of original form, fabric and functions of the heritage places; and,
- Provide improved guidance to landowners and the community about the expectations and planning processes for development within the Heritage Area.

The Development Guidelines should be implemented to the satisfaction of the Shire of Morawa.

## **Development Guidelines**

### **WINFIELD STREET HERITAGE AREA**

Places that are valued for their historic character convey a sense of continuity with the past. All built environments have their own special character and the Winfield Street Heritage Area is defined by the consistent scale, form and fabric of the commercial, retail and residential buildings dating from c.1914.

Historic character can be devalued and compromised by unsympathetic or non-responsive new development, including additions to existing buildings. Placing new buildings and additions in an historic context requires careful analysis to identify the important elements of the overall heritage character that must be respected.

Character is influenced by a number of contributing factors including:

- date and style of buildings
- scale and form of buildings
- building setbacks
- materials, building techniques and details
- the use mix and activities

Developments that usually appear most out of character share similar design attributes. This includes buildings that are too large in scale, both height and mass, or lack sufficient surface articulation, and/or are presented in strong and/or garish colours that are incongruous with their surroundings. It is these characteristics that should be discouraged in future developments.

Character is also shaped by the relationship between the proportion of solid to void in walls, or the amount of window contained by a wall, together with the play of light, shadows, and the proportion of openings in walls.

The following headings discuss the design criteria that make up character.

The five principle design criteria are:

- Scale or Size
- Form
- Siting
- Materials and colours
- Detailing

All new development should reinforce existing historical character where a particular character can be readily established and is clearly of a desirable form.

Some important general principles guide development and the aim of these guidelines is to protect the town's important features and ensure that change and development is managed in a way that enhances and reinforces its historic character.

Winfield Street Heritage Area reflects the image of a traditional country town, with its main street of commercial and retail buildings surrounded by mainly residential uses. Buildings within Winfield Street Heritage Area are set squarely on their lots with zero front setbacks.

The Australia ICOMOS *Burra Charter* outlines a number of principles including:

*Conservation requires the retention of an appropriate visual setting and other relationships that contribute to the cultural significance of the place. New construction, demolition, intrusions, or other changes which would adversely affect the setting or relationships are not appropriate.*

Most of the buildings within the Heritage Area make a positive contribution to the town's character, even though individually many do not have high intrinsic value. Some of the buildings have been altered and adapted in a

## **Development Guidelines**

### **WINFIELD STREET HERITAGE AREA**

variety of ways, but contribute by their relation to the existing pattern, scale and form. Most buildings experience some change over time, and that change may also be relevant to the history of a place and the story it has to tell.

#### Demolition

Many of the buildings in the Heritage Area are capable of restoration and adaptation. Demolition should only be considered as the last resort with respect to any heritage place.

Demolition of a local heritage place should be avoided wherever possible, although there will be circumstances where demolition is justified. The onus rests with the applicant to provide a clear justification for it.

Demolition approval should not be expected simply because redevelopment is a more attractive economic proposition, or because a building has been neglected. Consideration of a demolition proposal should be based upon the significance of the building or place; the feasibility of restoring or adapting it or incorporating it into new development; the extent to which the community would benefit from the proposed redevelopment; as well as the planning policies relating to the demolition of heritage places in Winfield Street Heritage Area.

The loss of each heritage building impacts on the significance and character of the town as a whole in a negative way.

#### Additions/alterations

Most heritage places in Winfield Street Heritage Area are capable of additions and development at the rear, without having a negative impact on the street-front character. The guiding principle for additions is to ensure that they do not visually intrude on the existing building or the street context and that they respond appropriately to the heritage character of the existing property. Additions should be distinguishable from the original building, and the distinction may be subtle if desired.

#### New Buildings

New buildings have the capacity to contribute to the streetscape and to complement the existing heritage context. Any new buildings in the Heritage Area should respect their historic context, and respond to the existing character, scale, form, siting, material and colours.

New buildings should not be direct copies of heritage buildings and should be visually distinguishable from them. It is important to distinguish between heritage and new places so that heritage values are not diminished by replication but should respect their scale, form and proportions. New builds should not dominate the streetscape. The distinction may be either subtle, or could be a marked contrast.

The subtle distinction method uses the patterns and proportions of the original building and either uses more modern materials, a distinction in detailing or creates a neutral space, such as a link building.

The marked distinction method involves using contemporary design and respecting the existing building qualities, proportions, and scale.

Development in the Winfield Street Heritage Area has traditionally been located on the front property line, resulting in an almost continuous built façade along the footpath. This is an important and distinctive characteristic of the Heritage Area that should be protected.

#### Scale

The scale of a building is its size in relation to its context. The resulting development proposal should look as if it belongs to the area in terms of scale. Scale is one of the prime determinants of an area's character, and if scale is not correctly determined, there is little prospect of ameliorating the negative impact of developments that are out of scale.

### Development Guidelines

#### WINFIELD STREET HERITAGE AREA

All new development – both new buildings and additions to existing buildings – should respect the predominant scale (height, bulk, density and general pattern) that is characteristic of the context and should not have an adverse visual impact on it.

New buildings that need to be larger than the buildings in their surroundings can be reduced in scale by breaking up long walls into bays, by the arrangement of openings and fragmenting roof forms, as appropriate.

#### Siting

Another critical factor that influences character is building siting in relation to boundaries, particularly front boundaries. Maintaining the dominant zero setbacks in the streetscape will readily reinforce siting aspects of character in that streetscape.

Importantly, retail buildings in the Winfield Street Heritage Area are oriented to the street frontage; in other words the principal elevation of the building, including the entrance, faces the street. New buildings should be oriented in the same manner as those in the context.

#### Form

The pattern of arrangement and size of buildings in the Heritage Area is an important part of its character.

The street layout and subdivision pattern provide a strong influence in scale by street and block widths. New buildings shall, in each instance, be appropriate to the immediate surroundings.

The traditional pattern and rhythm of development consisting of horizontal strips of development, broken into a vertical rhythm by the compartmentation of shops and fenestration to individual shops, and which reflects the original subdivision pattern, should be maintained.

Traditional retail buildings are simple and rectangular with pitched roofs usually concealed behind parapet walls, and a simple awning or veranda over the public footpath. Pediments form a distinctive pattern. New buildings shall follow these established forms and patterns.

Windows and doors in new buildings should not be copies of traditional styles. Where windows are visible from the street they should be simple timber-framed or commercial quality box aluminium framed windows with proportions reflecting traditional openings.

#### Design

New development should be architectural statements of their own time, should reflect their function, and at the same time be fitting places which relate to the Winfield Street Heritage Area in a positive manner and reinforce its sense of place.

Rooflines are frequently a significant part of streetscape character. New buildings and additions should respond to and reinforce existing characteristics such as plate / wall height, roof form, ridge lines and parapet lines and roof pitches.

#### Façade

The treatment of the façade in terms of the proportions, materials, number of openings, ratio of window to wall will also affect how a new building relates to its neighbours, and how an addition relates to an existing building.

Large frontages must be treated in modules that are in keeping with the rhythm of the majority of shopfronts, and shall have the effect of a small frontage character. It is particularly important to retain this kind of rhythm in redevelopment where larger, single use developments covering several lots may be proposed.

## Development Guidelines

### WINFIELD STREET HERITAGE AREA

Monolithic buildings with blank street frontages are not acceptable. Large-scale panel systems and sheet metal cladding will not generally achieve the scale and character required to fit in with the context of traditional Winfield Street Heritage Area.

Unless exceptional circumstances can be demonstrated, a new retail development should have an over-pavement awning/veranda to provide effective weather protection for pedestrians. The awning should be simple in design, and should line through with any existing awnings/verandas on adjacent buildings. Awning/verandas supported by posts are encouraged.

For existing buildings, the reinstatement of verandas with veranda posts on the public footpath is encouraged, provided it can be demonstrated that such a veranda would be consistent with the original form and design of the building, and its heritage integrity.

#### Shop fronts

New shop fronts should take the form of dado below glazing, with a central or side recessed entry, which may or may not be set in a truncated recess.

Shopfront window sills should be in the range of 450mm to 600mm from footpath level, but may be lower where frontages are to be open to the street.

Where new development is to be located adjacent to a heritage building of significance, the new shopfront should pay due regard to the style, scale and colouring of the adjacent building façade.

Windows onto the street should not be tinted, reflective, painted out or rendered opaque by advertising signage. It is important that two-way views into shops and out onto the street are maximised, to increase visual interest, as well as provide greater security through casual surveillance.

Vacant shops should be encouraged to install historic displays or historical photographic murals relevant to the place or the Heritage Area.

#### Materials

Winfield Street Heritage Area has a range of materials related to the main historic phases of development of the town. These materials, their textures, colours and decorative treatments are important elements of character and significance.

The main materials are associated with the walls of buildings and their window treatments. Roofs tend to play a less significant role as they are generally concealed or partially concealed by parapets. New developments and additions should use characteristic materials, textures and colours that are in use locally and in adjacent heritage buildings. The materials may be re-interpreted in new buildings and additions. It is not necessary, nor desirable, to copy the existing patterns in every detail. However, using existing proportions, sizes and shapes of elements assists with developing harmony.

Materials and colours of the surrounding buildings may be used in new buildings, or used as a point of reference for new buildings. Modern materials are not precluded, providing their proportions and textures and details are sympathetic with the surrounding context and are not in sharp contrast.

#### Restoration

When restoring or repairing heritage places, replacement materials should match like-with-like. Thus in conservation projects they should have timber doors and windows, like they would have had when built. Materials that were not intended to be painted, such as brick, should not be

### Development Guidelines

### WINFIELD STREET HERITAGE AREA

painted. Rendering or painting existing face brick or damaged brickwork in older buildings will cause the brickwork to further deteriorate.

The style of a replacement veranda roof, posts and decoration should be appropriate to the style of the building. In the absence of any documentary evidence regarding the original veranda, a simple replacement veranda without elaborate decoration should be used.

Replacement doors & windows should follow similar patterns to the existing context and doors should be central to the façade or offset to one side, facing directly onto the street. Where a door or window needs replacing it is preferable to use a copy of the original. It is important to retain the original door or window opening.

#### Colours

Generally colours should respond to the original colours or a contemporary interpretation of those colours. Sympathetic modern colours may also be acceptable. The use of bright or garish colours in large areas visible from the street is not encouraged. Feature brickwork and original unpainted face brickwork should not be painted over.

#### Lighting

Lighting from the underside of awnings and verandas is acceptable. Low key lighting to facades from verandas and canopies is also generally acceptable.

#### Signage

In heritage areas such as Winfield Street Heritage Area, architectural and overall heritage characteristics should dominate.

It is generally understood that signage shall be attached to buildings and that signs shall be visually subservient to the building to which they are attached. The buildings and general streetscape must be the dominant element and signage must play a minor role.

The community is also becoming increasingly aware of the value of heritage in the streetscape. Older signs are rare assets that can be capitalised upon by businesses to raise their commercial profile in a unique and highly visible manner.

Considerations of signage needs to:

- permit adequate identification and business advertising
- recognise that advertising signs can help to express the character of the heritage precinct, creating an attractive daytime and evening atmosphere
- limit the number, scale and positioning of advertising signs, and to ensure that signs do not crowd the advertiser's message
- ensure that advertising signs are in keeping with the scale and character of the building upon which they will be attached, and do not detract from the architecture of the building
- ensure that signage is designed and located in a manner that responds to and enhances the heritage place with which it is associated.

Generally, signs on individual buildings within the Heritage Area shall be discreet and should complement the building and area. The architectural characteristics of a building should always dominate.

Advertising should be placed in locations on the building that would traditionally have been used as advertising areas.

## Development Guidelines

### WINFIELD STREET HERITAGE AREA



It is not necessary to attempt to create an “historic” character in the advertising, but modern standardised corporate advertising will not usually be appropriate in a heritage area, as it can diminish the integrity and individuality of the area’s historic character.

Careful consideration should be given to the placement of any advertisements so as not to detract from the design form of historic townscapes.

The following signs should not be erected in Winfield Street Heritage Area:

- signs on any building where the structural stability is likely to be impacted by the sign
- pylon signs
- roof signs or signs that break an historic parapet or roof line
- the painting of whole building facades or parapets in bright colours – corporate or other
- fluorescent and iridescent paint colours

Signs that detract from the architectural character of the Heritage Area should be removed.

The Shire of Morawa should consider the following when assessing applications for new advertising signage

- the aggregate number of signs on the building
- consideration of existing signs
- the dimensions and location of the sign(s)
- the content and style of the sign(s)
- the historic cultural values of the building or place the subject of the application

#### Signage Specific

Signage is to include all or some of the following and shall be incorporated into either (i) a single sign of not more than 600mm x 400mm in size, or (ii), a minimal number of signs located on awnings, fascias, doors, windows or walls, or slung under verandas.

- historic signs may be repainted or conserved
- respects and doesn’t cover important architectural detail on historic buildings
- the maximum size of a street front sign be limited to 10% of principal frontage
- painted signs are kept to a simple design with simple graphics
- painted signage on historic buildings is not permitted
- the siting and form of advertising on new buildings should be considered an integral part of the building design process

#### Historic Signs

In situations where the Shire considers that an existing sign is of an historic nature and contributes to the character of the streetscape, the owners will be invited to discuss with the Shire options for the retention and conservation of the sign.

In summary, the application of these guidelines is intended to assist property owners and the Shire of Morawa to achieve good development outcomes in the important heritage context of the Heritage Area.

## Development Guidelines

### WINFIELD STREET HERITAGE AREA

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## Ordinary Council Meeting 21 March 2024

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- |                             |  |
|-----------------------------|--|
| <b><i>Attachment 1-</i></b> | <b><i>11.2.1a Monthly Financial Report for the period ending 31 January 2024</i></b> |
| <b><i>Attachment 2-</i></b> | <b><i>11.2.1b Bank Reconciliation for the period ending 31 January 2024</i></b>      |
| <b><i>Attachment 3-</i></b> | <b><i>11.2.1c List of Accounts Paid for the period ending 31 January 2024</i></b>    |
| <b><i>Item 11.2.1-</i></b>  | <b>Statement of Financial Activity –<br/>January 2024</b>                            |
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# SHIRE OF MORAWA

## MONTHLY FINANCIAL REPORT

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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 31 January 2024**

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

**TABLE OF CONTENTS**

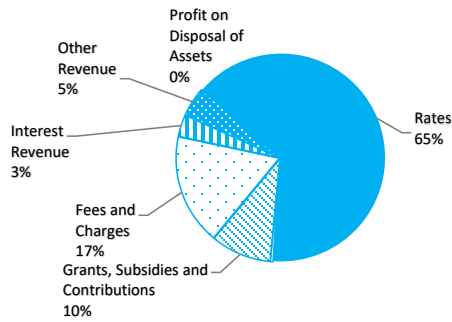
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature	7
Statement of Financial Position	8
Basis of Preparation	9
Note 1      Statement of Financial Activity Information	10
Note 2      Cash and Financial Assets	11
Note 3      Receivables	12
Note 4      Other Current Assets	13
Note 5      Payables	14
Note 6      Rate Revenue	15
Note 7      Disposal of Assets	16
Note 8      Capital Acquisitions	17
Note 9      Borrowings	19
Note 10     Lease Liabilities	20
Note 11     Cash Reserves	21
Note 12     Other Current Liabilities	22
Note 13     Grants and contributions	23
Note 14     Capital grants and contributions	24
Note 15     Trust Fund	25
Note 16     Explanation of Material Variances	26
Note 17     Budget Amendments	27
Sched - 2 to 14 Summary	28

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2024

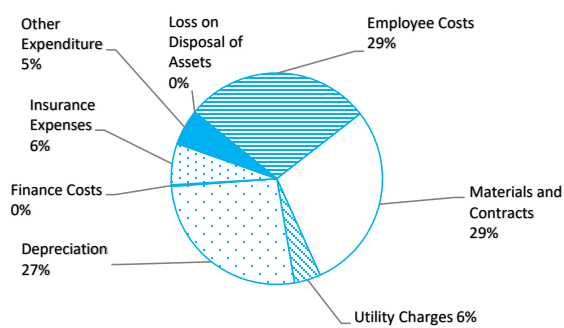
## SUMMARY INFORMATION - GRAPHS

### OPERATING ACTIVITIES

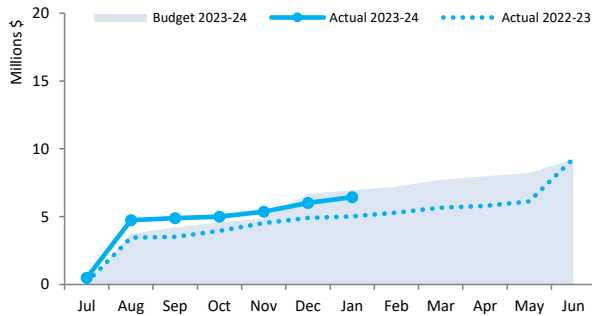
#### OPERATING REVENUE



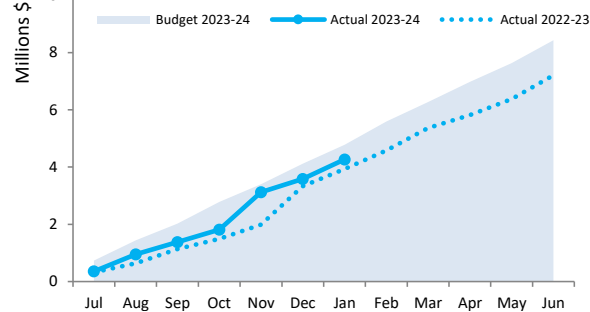
#### OPERATING EXPENSES



#### Budget Operating Revenues -v- Actual

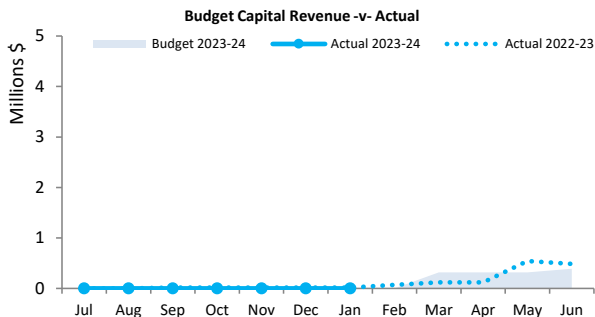


#### Budget Operating Expenses -v- YTD Actual

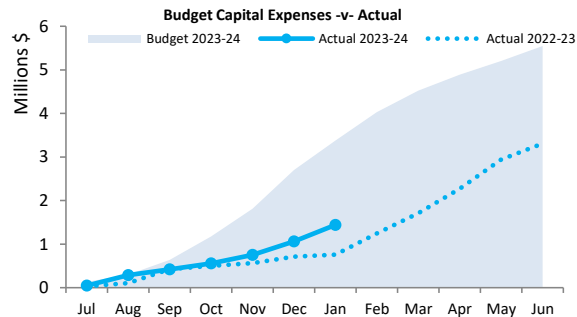


### INVESTING ACTIVITIES

#### CAPITAL REVENUE



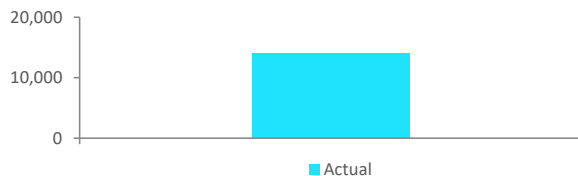
#### CAPITAL EXPENSES



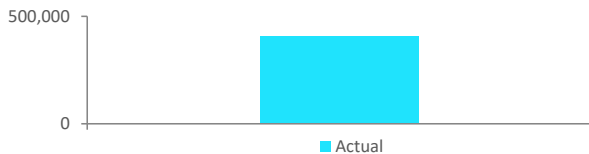
### FINANCING ACTIVITIES

#### BORROWINGS

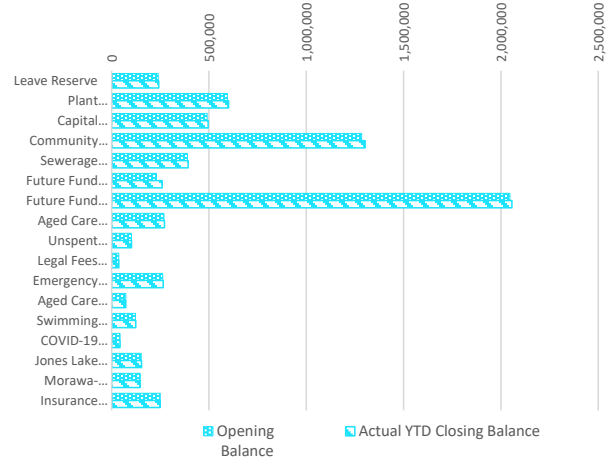
##### Principal Repayments



##### 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 31 JANUARY 2024**

**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)	\$2.19 M	\$4.25 M	\$2.06 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$10.55 M	% of total		\$0.41 M	% Outstanding		\$0.99 M	% Collected
Unrestricted Cash	\$3.73 M	35.4%	Trade Payables	\$0.01 M		Rates Receivable	\$0.77 M	80.3%
Restricted Cash	\$6.82 M	64.6%	0 to 30 Days		100.0%	Trade Receivable	\$0.22 M	% Outstanding
			30 to 90 Days		0.0%	30 to 90 Days		81.9%
			Over 90 Days		0%	Over 90 Days		3.9%

Refer to Note 2 - Cash and Financial Assets

Refer to Note 5 - Payables

Refer to Note 3 - Receivables

**Key Operating Activities**

Amount attributable to operating activities				Rates Revenue			Grants and Contributions			Fees and Charges		
Amended Budget	YTD Budget (a)		Var. \$ (b)-(a)	YTD Actual	% Variance		YTD Actual	% Variance		YTD Actual	% Variance	
(\$0.55 M)	\$1.36 M	\$1.30 M	(\$0.06 M)	\$2.87 M	(0.6%)		\$0.42 M	(50.0%)		\$0.78 M	(3.8%)	
				YTD Budget			YTD Budget			YTD Budget		
				\$2.89 M			\$0.85 M			\$0.81 M		

Refer to Statement of Financial Activity

Refer to Note 6 - Rate Revenue

Refer to Note 13 - Operating Grants and Contributions

Refer to Statement of Financial Activity

**Key Investing Activities**

Amount attributable to investing activities				Proceeds on sale			Asset Acquisition			Capital Grants		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	%		YTD Actual	% Spent		YTD Actual	% Received	
(\$5.26 M)	(\$3.31 M)	(\$1.44 M)	\$1.87 M	\$0.00 M	(100.0%)		\$1.44 M	(72.6%)		\$2.01 M	(42.4%)	
				Amended Budget			Amended Budget			Amended Budget		
				\$0.07 M			\$5.26 M			\$3.49 M		

Refer to Statement of Financial Activity

Refer to Note 7 - Disposal of Assets

Refer to Note 8 - Capital Acquisitions

Refer to Note 8 - Capital Acquisitions

**Key Financing Activities**

Amount attributable to financing activities				Borrowings			Reserves			Lease Liability		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Principal repayments			Reserves balance			Principal repayments		
\$0.03 M	(\$0.07 M)	(\$0.10 M)	(\$0.03 M)	Interest expense			Interest earned			Interest expense		
				Principal due						Principal due		
				\$0.41 M						\$0.00 M		

Refer to Statement of Financial Activity

Refer to Note 9 - Borrowings

Refer to Note 11 - Cash Reserves

Refer to Note 10 - Lease Liabilities

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



## KEY TERMS AND DESCRIPTIONS

### FOR THE PERIOD ENDED 31 JANUARY 2024

## 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 31 JANUARY 2024**

**BY PROGRAM**

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Governance		525	925	539	1,386	847	157.18%	
General purpose funding - general rates	6	2,889,437	2,889,437	2,889,437	2,890,697	1,260	0.04%	
General purpose funding - other		308,467	290,467	171,085	195,050	23,965	14.01%	▲
Law, order and public safety		32,950	32,950	24,290	25,965	1,675	6.90%	
Health		9,050	9,050	4,609	4,212	(397)	(8.62%)	
Education and welfare		10,500	10,500	5,699	14,834	9,135	160.28%	
Housing		96,000	96,000	55,914	48,933	(6,981)	(12.49%)	
Community amenities		767,830	779,182	767,358	734,345	(33,013)	(4.30%)	
Recreation and culture		93,500	93,500	56,043	77,291	21,248	37.91%	▲
Transport		1,190,627	1,190,627	706,160	247,469	(458,691)	(64.96%)	▼
Economic services		252,100	256,100	151,000	137,057	(13,943)	(9.23%)	
Other property and services		88,500	88,500	51,773	53,582	1,809	3.49%	
		<b>5,739,486</b>	<b>5,737,238</b>	<b>4,883,907</b>	<b>4,430,820</b>	<b>(453,087)</b>		
<b>Expenditure from operating activities</b>								
Governance		(545,801)	(545,801)	(328,898)	(296,656)	32,242	9.80%	
General purpose funding		(316,323)	(316,323)	(184,425)	(169,004)	15,421	8.36%	
Law, order and public safety		(174,139)	(174,139)	(103,322)	(97,922)	5,400	5.23%	
Health		(196,663)	(196,663)	(115,845)	(71,801)	44,044	38.02%	▲
Education and welfare		(225,990)	(225,990)	(133,425)	(129,367)	4,058	3.04%	
Housing		(247,717)	(247,717)	(151,494)	(130,437)	21,058	13.90%	▲
Community amenities		(916,604)	(916,604)	(412,354)	(404,493)	7,861	1.91%	
Recreation and culture		(1,515,770)	(1,555,770)	(919,098)	(937,460)	(18,362)	(2.00%)	
Transport		(3,317,171)	(3,317,171)	(1,874,572)	(1,317,210)	557,362	29.73%	▲
Economic services		(732,708)	(732,708)	(430,377)	(420,650)	9,727	2.26%	
Other property and services		(201,724)	(201,724)	(124,578)	(291,558)	(166,980)	(134.04%)	▼
		<b>(8,390,610)</b>	<b>(8,430,610)</b>	<b>(4,778,388)</b>	<b>(4,266,557)</b>	<b>511,831</b>		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	1,253,025	1,134,231	(118,794)	(9.48%)	
<b>Amount attributable to operating</b>		<b>(507,210)</b>	<b>(549,458)</b>	<b>1,358,544</b>	<b>1,298,493</b>	<b>(60,051)</b>		
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from Capital grants, subsidies and contributions	14	3,489,854	3,494,854	2,078,182	2,011,437	(66,745)	(3.21%)	
Proceeds from disposal of assets	7	73,000	73,000	0	0	0	0.00%	
		<b>3,562,854</b>	<b>3,567,854</b>	<b>2,078,182</b>	<b>2,011,437</b>	<b>(66,745)</b>		
<b>Outflows from investing activities</b>								
Payments for Infrastructure	9	(3,438,821)	(3,478,821)	(2,269,516)	(1,104,210)	1,165,306	51.35%	▲
Payments for property, plant and equipment	8	(1,781,787)	(1,781,787)	(1,040,387)	(336,058)	704,329	67.70%	▲
		<b>(5,220,608)</b>	<b>(5,260,608)</b>	<b>(3,309,903)</b>	<b>(1,440,267)</b>	<b>1,869,636</b>		
<b>Amount attributable to investing</b>		<b>(1,657,754)</b>	<b>(1,692,754)</b>	<b>(1,231,721)</b>	<b>571,170</b>	<b>1,802,891</b>		
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Transfer from reserves	11	316,640	316,640	0	0	0	0.00%	
		<b>316,640</b>	<b>316,640</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Outflows from financing activities</b>								
Repayment of debentures	9	(28,156)	(28,156)	(15,388)	(13,976)	1,412	9.18%	
Transfer to reserves	11	(258,520)	(258,520)	(51,604)	(85,356)	(33,752)	(65.41%)	▼
		<b>(286,676)</b>	<b>(286,676)</b>	<b>(66,992)</b>	<b>(99,332)</b>	<b>(32,340)</b>		
<b>Amount attributable to financing activities</b>		<b>29,964</b>	<b>29,964</b>	<b>(66,992)</b>	<b>(99,332)</b>	<b>(32,340)</b>		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>	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)	1,358,544	1,298,493			
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,231,721)	571,170			
Amount attributable to financing activities		29,964	29,964	(66,992)	(99,332)			
<b>Surplus or deficit after imposition of general rates</b>	1(c)	<b>0</b>	<b>(77,248)</b>	<b>2,194,831</b>	<b>4,251,944</b>			

**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 31 JANUARY 2024

## 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 31 JANUARY 2024**

BY NATURE

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
General rates	6	2,889,437	2,889,437	2,889,437	2,890,697	1,260	0.04%	
Rates excluding general rates	6	8,706	(9,294)	456	(18,147)	(18,603)	(4079.62%)	▼
Grants, subsidies and contributions	13	1,271,451	1,271,451	845,481	423,049	(422,432)	(49.96%)	▼
Fees and charges		993,020	1,008,772	805,256	775,051	(30,205)	(3.75%)	
Interest revenue		139,020	139,020	86,343	152,038	65,695	76.09%	▲
Other revenue		427,425	427,425	251,724	208,132	(43,592)	(17.32%)	▼
Profit on disposal of assets	7	10,427	10,427	5,210	0	(5,210)	(100.00%)	
Gain on FV Adjustment of Financial Asstes through P&L		0	0	0	0	0	0.00%	
		<b>5,739,486</b>	<b>5,737,238</b>	<b>4,883,907</b>	<b>4,430,820</b>	(453,087)		
<b>Expenditure from operating activities</b>								
Employee costs		(2,103,390)	(2,103,390)	(1,193,578)	(1,222,144)	(28,566)	(2.39%)	
Materials and contracts		(3,053,569)	(3,093,569)	(1,611,510)	(1,228,687)	382,823	23.76%	▲
Utility charges		(385,053)	(385,053)	(224,329)	(172,866)	51,463	22.94%	▲
Depreciation		(2,150,541)	(2,150,541)	(1,254,435)	(1,131,658)	122,777	9.79%	
Finance costs		(15,353)	(15,353)	(7,996)	(9,228)	(1,232)	(15.41%)	
Insurance expenses		(260,440)	(260,440)	(253,564)	(270,013)	(16,449)	(6.49%)	
Other expenditure		(422,264)	(422,264)	(232,976)	(231,961)	1,015	0.44%	
		<b>(8,390,610)</b>	<b>(8,430,610)</b>	<b>(4,778,388)</b>	<b>(4,266,557)</b>	511,831		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	1,253,025	1,134,231	(118,794)	(9.48%)	
<b>Amount attributable to operating activities</b>		<b>(507,210)</b>	<b>(549,458)</b>	<b>1,358,544</b>	<b>1,298,493</b>	(60,051)		
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions	14	3,489,854	3,494,854	2,078,182	2,011,437	(66,745)	(3.21%)	
Proceeds from disposal of assets	7	73,000	73,000	0	0	0	0.00%	
		<b>3,562,854</b>	<b>3,567,854</b>	<b>2,078,182</b>	<b>2,011,437</b>	(66,745)		
<b>Outflows from investing activities</b>								
Payments for infrastructure	8	(3,438,821)	(3,478,821)	(2,269,516)	(1,104,210)	1,165,306	(51.35%)	
Payments for property, plant and equipment	8	(1,781,787)	(1,781,787)	(1,040,387)	(336,058)	704,329	(67.70%)	▲
		<b>(5,220,608)</b>	<b>(5,260,608)</b>	<b>(3,309,903)</b>	<b>(1,440,267)</b>	1,736,146		
<b>Amount attributable to investing activities</b>		<b>(1,657,754)</b>	<b>(1,692,754)</b>	<b>(1,231,721)</b>	<b>571,170</b>	1,802,891		
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Transfer from reserves	11	316,640	316,640	0	0	0	0.00%	
		<b>316,640</b>	<b>316,640</b>	<b>0</b>	<b>0</b>	0		
<b>Outflows from financing activities</b>								
Repayment of borrowings	9	(28,156)	(28,156)	(15,388)	(13,976)	1,412	9.18%	
Transfer to reserves	11	(258,520)	(258,520)	(51,604)	(85,356)	(33,752)	(65.41%)	▼
		<b>(286,676)</b>	<b>(286,676)</b>	<b>(66,992)</b>	<b>(99,332)</b>	(32,340)		
<b>Amount attributable to financing activities</b>		<b>29,964</b>	<b>29,964</b>	<b>(66,992)</b>	<b>(99,332)</b>	(32,340)		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>	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)	1,358,544	1,298,493	(60,051)	(4.42%)	
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,231,721)	571,170	1,802,891	(146.37%)	
Amount attributable to financing activities		29,964	29,964	(66,992)	(99,332)	(32,340)	48.27%	
<b>Surplus or deficit after imposition of general rates</b>	1(c)	<b>0</b>	<b>(77,248)</b>	<b>2,194,831</b>	<b>4,251,944</b>			

**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 31 JANUARY 2024**

	30 June 2023	31 January 2024
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	9,688,904	10,549,063
Trade and other receivables	499,237	974,381
Inventories	8,639	8,639
Other assets	20,750	20,750
<b>TOTAL CURRENT ASSETS</b>	<b>10,217,530</b>	<b>11,552,833</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	14,282	14,282
Other financial assets	61,117	61,117
Property, plant and equipment	30,108,789	30,047,337
Infrastructure	61,421,056	61,791,118
<b>TOTAL NON-CURRENT ASSETS</b>	<b>91,605,244</b>	<b>91,913,853</b>
<b>TOTAL ASSETS</b>	<b>101,822,774</b>	<b>103,466,686</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	655,356	411,766
Other liabilities	274,221	0
Borrowings	56,312	42,336
Employee related provisions	313,930	313,930
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,299,820</b>	<b>768,032</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	362,917	362,917
Employee related provisions	38,855	38,855
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>401,772</b>	<b>401,772</b>
<b>TOTAL LIABILITIES</b>	<b>1,701,592</b>	<b>1,169,805</b>
<b>NET ASSETS</b>	<b>100,121,182</b>	<b>102,296,882</b>
<b>EQUITY</b>		
Retained surplus	37,092,522	39,182,866
Reserve accounts	6,732,381	6,817,737
Revaluation surplus	56,296,279	56,296,279
<b>TOTAL EQUITY</b>	<b>100,121,182</b>	<b>102,296,882</b>

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

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2024

## 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 31 January 2024

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**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)
<b>Non-cash items excluded from operating activities</b>					
		\$	\$	\$	\$
<b>Adjustments to operating activities</b>					
Less: Profit on asset disposals	7	(10,427)	(10,427)	(5,210)	0
Less: Movement in liabilities associated with restricted cash		3,800	3,800	3,800	2,573
Add: Depreciation on assets		2,150,541	2,150,541	1,254,435	1,131,658
<b>Total non-cash items excluded from operating activities</b>		<b>2,143,914</b>	<b>2,143,914</b>	<b>1,253,025</b>	<b>1,134,231</b>

**(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	31 Jan 2023	31 Jan 2024
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	11	(6,732,381)	(6,153,133)	(6,817,737)
Add Back: Component of Leave Liability not Required to be Fun	12	239,972	237,376	242,545
Add: Borrowings	9	56,312	13,776	42,336
Add: Lease liabilities	10	0	14,443	0
<b>Total adjustments to net current assets</b>		<b>(6,436,097)</b>	<b>(5,887,538)</b>	<b>(6,532,856)</b>

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

<b>Current assets</b>					
Cash and cash equivalents	2	9,687,207	10,020,747	10,547,538	
Rates receivables	3	443,606	735,111	755,302	
Receivables	3	55,631	48,055	219,079	
Other current assets	4	29,389	35,468	29,389	
<b>Less: Current liabilities</b>					
Payables	5	(653,659)	(283,158)	(410,241)	
Borrowings	9	(56,312)	(13,776)	(42,336)	
Contract liabilities	12	(274,221)	(528,111)	0	
Lease liabilities	10	0	(14,443)	0	
Provisions	12	(313,930)	(357,043)	(313,930)	
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(6,436,097)</b>	<b>(5,887,538)</b>	<b>(6,532,856)</b>	
<b>Closing funding surplus / (deficit)</b>		<b>* 2,481,613</b>	<b>3,755,313</b>	<b>4,251,944</b>	

**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 incompleted 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 31 JANUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 2**  
**CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Cash On Hand	Cash and cash equivalents	400		400			NIL	On Hand
<b>At Call Deposits</b>								
Municipal Cash at Bank	Cash and cash equivalents	666,046		666,046		Bankwest	0.10%	At Call
Muni Business Telenet Saver	Cash and cash equivalents	3,063,355		3,063,355		Bankwest	0.10%	At Call
CAB - Future Fund Grant (Interest) Reserve	Cash and cash equivalents	0	259,558	259,558		Bankwest	0.10%	At Call
CAB - Leave Reserve Account	Cash and cash equivalents	0	242,545	242,545		Bankwest	0.10%	At Call
CAB - Swimming Pool Reserve	Cash and cash equivalents	0	124,030	124,030		Bankwest	0.10%	At Call
CAB - Plant Replacement Reserve	Cash and cash equivalents	0	600,768	600,768		Bankwest	0.10%	At Call
CAB - Capital Works Reserve	Cash and cash equivalents	0	495,466	495,466		Bankwest	0.10%	At Call
CAB - Sewerage Reserve	Cash and cash equivalents	0	393,419	393,419		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	802,892	802,892		Bankwest	0.10%	At Call
CAB - Future Funds (Principal) Reserve	Cash and cash equivalents	0	456,343	456,343		Bankwest	0.10%	At Call
CAB - Legal Reserve	Cash and cash equivalents	0	37,054	37,054		Bankwest	0.10%	At Call
CAB - Emergency Response Reserve	Cash and cash equivalents	0	264,897	264,897		Bankwest	0.10%	At Call
CAB - Aged Care Units 1-4 (JVA) Reserve	Cash and cash equivalents	0	72,868	72,868		Bankwest	0.10%	At Call
CAB - Aged Care Units (Excl. 1-4) Reserve	Cash and cash equivalents	0	271,896	271,896		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	153,506	153,506		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
<b>Term Deposits</b>		0						
TD: ... 8410 (Future Funds 1)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	2/04/2024
TD: ... 8428 (Future Funds 2)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	2/04/2024
TD: ... 8436 (Community Development Fund)	Cash and cash equivalents	0	500,000	500,000		Bankwest	3.50%	2/04/2024
<b>Trust Deposits</b>								
Trust Bank	Cash and cash equivalents	0			1,525		0.10%	At Call
<b>Total</b>		<b>3,729,801</b>	<b>6,817,737</b>	<b>10,547,538</b>	<b>1,525</b>			
<b>Comprising</b>								
Cash and cash equivalents		3,729,801	6,817,737	10,547,538	1,525			
		<b>3,729,801</b>	<b>6,817,737</b>	<b>10,547,538</b>	<b>1,525</b>			

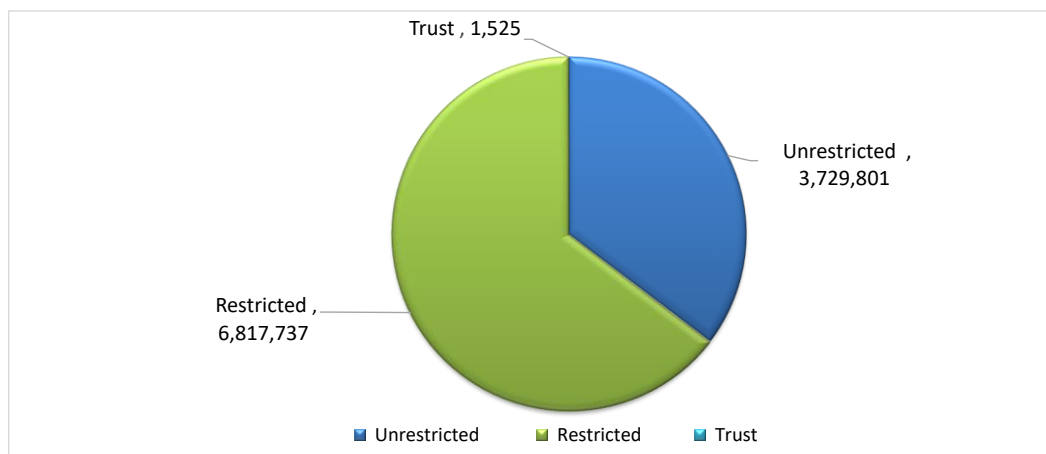
**KEY INFORMATION**

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.

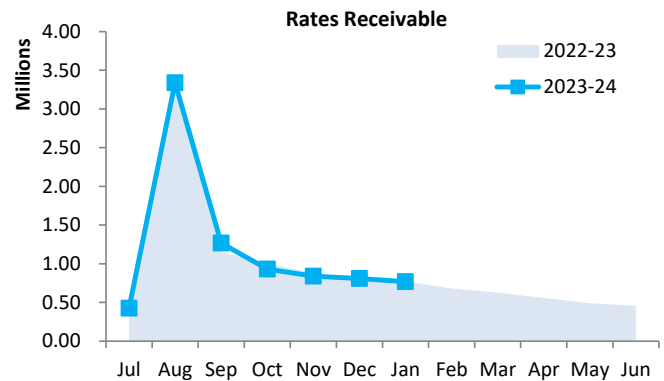
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 3**  
**RECEIVABLES**

Rates receivable	30 June 2023	31 Jan 2024
	\$	\$
Opening arrears previous years	556,973	457,888
Levied this year	3,052,549	3,438,903
Less - collections to date	(3,151,634)	(3,127,207)
<b>Equals current outstanding</b>	<b>457,888</b>	<b>769,584</b>
<b>Net rates collectable</b>	<b>457,888</b>	<b>769,584</b>
% Collected	87.3%	80.3%

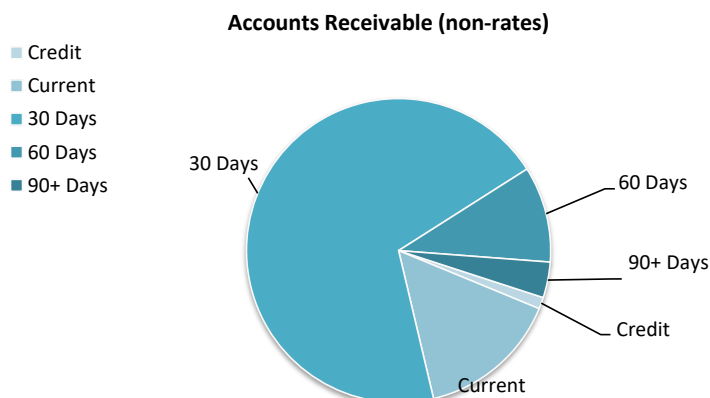


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,894)	23,121	106,908	15,670	5,821	149,628
Percentage	(1.3%)	15.5%	71.4%	10.5%	3.9%	
<b>Balance per trial balance</b>						
Sundry receivable						149,628
GST receivable						91,470
Increase in Allowance for impairment of receivables from contracts with customers						(25,012)
Rates Pensioner Rebate Allowed/Received						2,993
<b>Total receivables general outstanding</b>						<b>219,079</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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





**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 4**  
**OTHER CURRENT ASSETS**

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 Jan 2024
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Fuel, Oils and Materials on Hand	8,639	0	0	8,639
<b>Other current assets</b>				
Accrued income	20,750	0	0	20,750
<b>Total other current assets</b>	<b>29,389</b>	<b>0</b>	<b>0</b>	<b>29,389</b>
<b>Amounts shown above include GST (where applicable)</b>				

**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 31 JANUARY 2024

## OPERATING ACTIVITIES

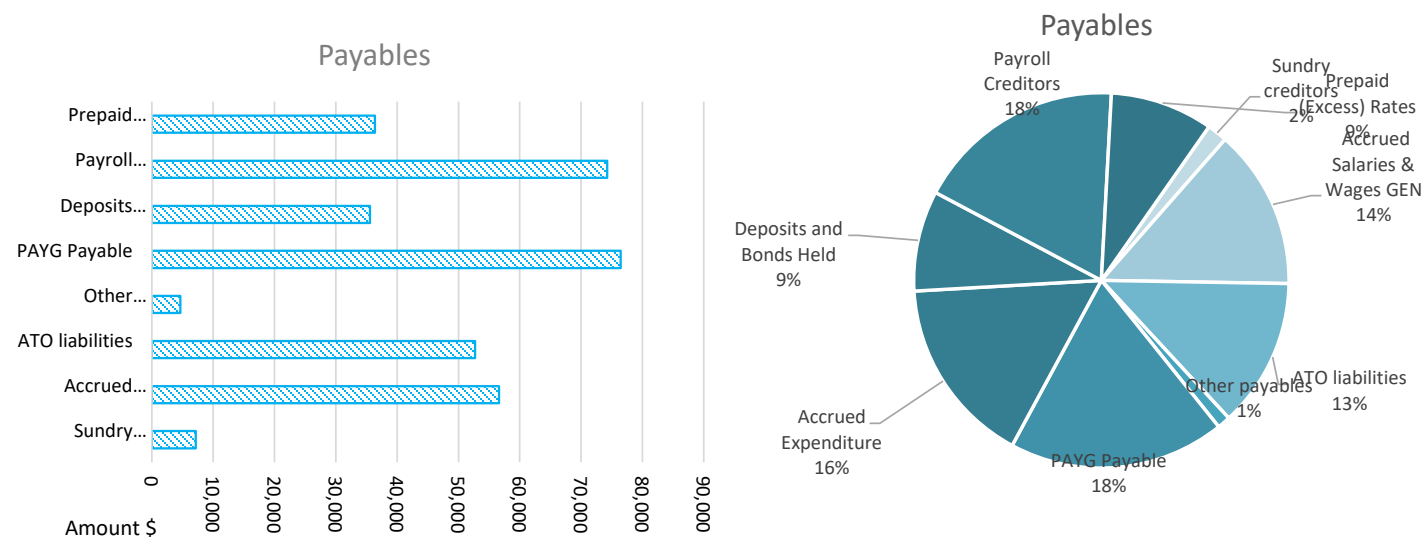
## NOTE 5

## Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	7,159	0	0	0	7,159
Percentage	0%	100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						7,159
Accrued Salaries & Wages GEN						56,633
ATO liabilities						52,698
Other payables						4,632
PAYG Payable						76,455
Accrued Expenditure						66,485
Deposits and Bonds Held						35,559
Payroll Creditors						74,257
Prepaid (Excess) Rates						36,363
<b>Total payables general outstanding</b>						<b>410,241</b>
<b>Amounts shown above include GST (where applicable)</b>						

## KEY INFORMATION

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024

OPERATING ACTIVITIES

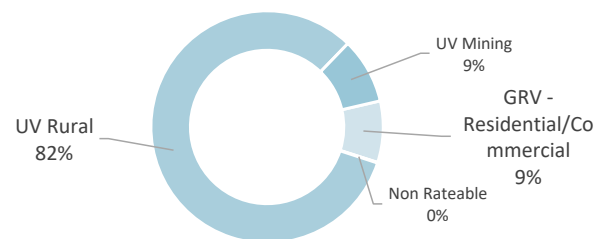
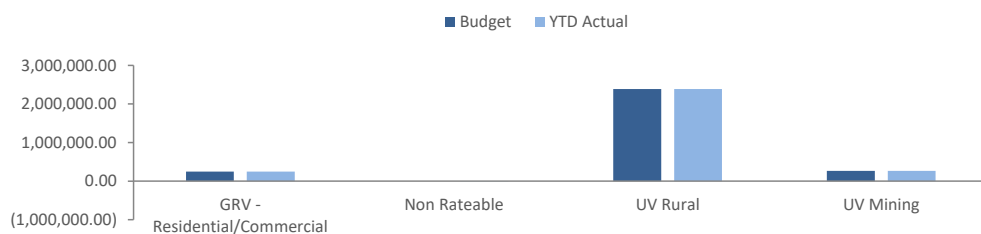
NOTE 6

RATE REVENUE

General rate revenue	Budget							YTD Actual			Total Revenue
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>General Rate</b>											
<b>Gross rental valuations</b>											
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)
<b>Unimproved value</b>											
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	1,968	41	265,652
<b>Sub-Total</b>		<b>644</b>	<b>109,206,551</b>	<b>2,898,274</b>	<b>0</b>	<b>0</b>	<b>2,898,274</b>	<b>2,898,274</b>	<b>788</b>	<b>288</b>	<b>2,899,350</b>
<b>Minimum payment</b>											
<b>Gross rental valuations</b>											
GRV - Residential/Commercial	339	46	27,993	15,594	0	0	15,594	15,594	50	0	15,644
<b>Unimproved value</b>											
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
<b>Sub-total</b>		<b>65</b>	<b>89,567</b>	<b>26,163</b>	<b>0</b>	<b>0</b>	<b>26,163</b>	<b>26,163</b>	<b>50</b>	<b>0</b>	<b>26,213</b>
		<b>709</b>	<b>109,296,118</b>	<b>2,924,437</b>	<b>0</b>	<b>0</b>	<b>2,924,437</b>	<b>2,924,437</b>	<b>838</b>	<b>288</b>	<b>2,925,563</b>
Discount							(35,000)				(34,866)
<b>Amount from general rates</b>							<b>2,889,437</b>				<b>2,890,697</b>
Rates Written Off							(19,500)				(18,147)
Ex-gratia rates		0	0	10,206	0.00	0.00	10,206				0
<b>Total general rates</b>							<b>2,880,143</b>				<b>2,872,550</b>

KEY INFORMATION

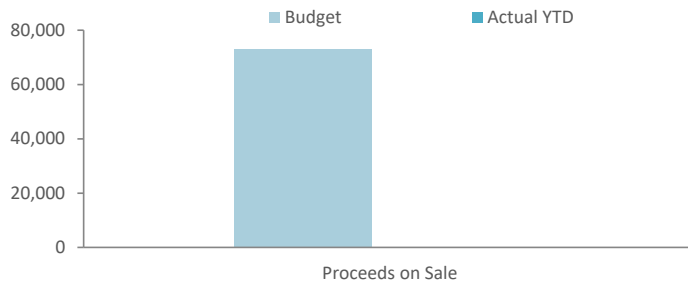
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2023 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability 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 31 JANUARY 2024**

**OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS**

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



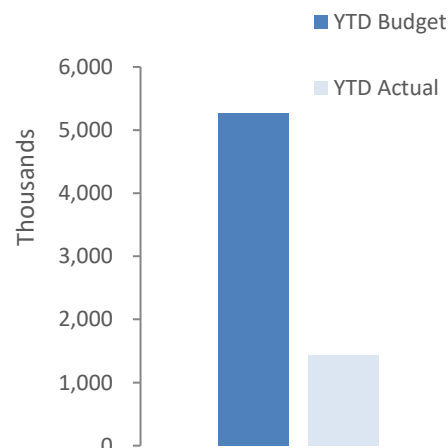
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

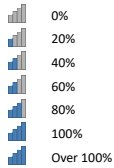
Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
		\$	\$	\$	\$
Land and Buildings	1,271,787	1,271,787	785,387	275,255	(510,132)
Furniture and equipment	0	0	0	0	0
Plant and equipment	510,000	510,000	255,000	60,803	(194,197)
Infrastructure - roads	2,720,000	2,720,000	1,604,688	745,707	(858,981)
Infrastructure - Footpaths	74,650	74,650	33,172	70,487	37,315
Infrastructure - Drainage	30,000	30,000	15,000	0	(15,000)
Infrastructure - Parks & Ovals	201,640	236,640	211,638	55,747	(155,891)
Infrastructure - Sewerage	30,000	30,000	17,500	0	(17,500)
Infrastructure - Playground Equipment	12,318	12,318	12,318	5,103	(7,215)
Infrastructure - Other	206,857	211,857	211,850	99,249	(112,601)
Infrastructure - Airfields	163,356	163,356	163,350	127,916	(35,434)
<b>Payments for Capital Acquisitions</b>	<b>5,220,608</b>	<b>5,260,608</b>	<b>3,309,903</b>	<b>1,440,267</b>	<b>(1,869,636)</b>
<b>Capital Acquisitions Funded By:</b>					
		\$	\$	\$	\$
Capital grants and contributions	3,489,854	3,494,854	2,078,182	2,011,437	(66,745)
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	1,231,721	(571,170)	(1,802,891)
<b>Capital funding total</b>	<b>5,220,608</b>	<b>5,260,608</b>	<b>3,309,903</b>	<b>1,440,267</b>	<b>(1,869,636)</b>

**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	Variance (Under)/ Over
<b>Buildings</b>					
Land & Buildings Renewal - Other Culture	(8,000)	(4,040)	(4,040)	(4,040)	0
Purchase Land & Buildings	(70,000)	(73,960)	(43,141)	(79,078)	(35,937)
Old Roads Board Building - Storage, entrance, water tank	(221,430)	(221,430)	(221,418)	(52,237)	169,181
Recreation Centre - Renewals	(700,000)	(700,000)	(311,104)	0	311,104
Purchase Land and Buildings	(20,000)	(20,000)	(8,884)	0	8,884
Caravan Park Disabled Toilets Addition	(152,357)	(152,357)	(152,356)	(139,899)	12,457
Admin Office Upgrade/Renewal	(100,000)	(100,000)	(44,444)	0	44,444
	(1,271,787)	(1,271,787)	(785,387)	(275,255)	510,132
<b>Plant &amp; Equipment</b>					
Purchase Plant & Equipment - Road Plant Purchases	(510,000)	(510,000)	(255,000)	(60,803)	194,197
	(510,000)	(510,000)	(255,000)	(60,803)	194,197
<b>Furniture &amp; Equipment</b>					
Purchase Furniture & Equipment Administration	0	0	0	0	0
	0	0	0	0	0
<b>Infrastructure Other</b>					
Cemetery Entrance Road & Carpark	(96,857)	(96,857)	(96,855)	(89,289)	7,566
Street Lights - Townsite Roads	(110,000)	(110,000)	(109,995)	(34)	109,961
Other Infrastructure - Fire Prevention	0	(5,000)	(5,000)	(9,926)	(4,926)
Caravan Park - Landscaping	0	0	0	0	0
	(206,857)	(211,857)	(211,850)	(99,249)	112,601
<b>Infrastructure Sewerage</b>					
Sewerage Upgrade	(30,000)	(30,000)	(17,500)	0	17,500
	(30,000)	(30,000)	(17,500)	0	17,500
<b>Infrastructure Parks &amp; Ovals</b>					
Electric Vehicle Charging Stations	(50,000)	(50,000)	(49,998)	(25,356)	24,642
Netball Courts - Shed Replacement	(101,640)	(101,640)	(101,640)	(30,392)	71,248
Tennis Club - Renewals	0	(35,000)	(10,000)	0	10,000
Purchase Infrastructure parks & Gardens	(50,000)	(50,000)	(50,000)	0	50,000
	(201,640)	(236,640)	(211,638)	(55,747)	155,891
<b>Infrastructure Roads</b>					
Morawa Yalgoo Road	(300,000)	(300,000)	(225,000)	0	225,000
Nanekine Road	0	0	0	(100)	(100)
Morawa Yalgoo Road	(450,000)	(450,000)	(337,497)	(292,522)	44,975
Nanekine Road	(450,000)	(450,000)	(299,994)	(81,689)	218,305
Black Spot Evaside Rd Expenditure	0	0	0	(12,188)	(12,188)
State Freight Network	(1,000,000)	(1,000,000)	(444,440)	0	444,440
Gutha East Road	0	0	0	0	0
Morawa South Road	0	0	0	0	0
Gutha West Rd	(100,000)	(100,000)	(49,999)	(75,519)	(25,520)
White Road - Gravel Resheeting	(100,000)	(100,000)	(99,990)	(114,892)	(14,902)
Norton Road	(100,000)	(100,000)	(44,440)	(28,068)	16,372
Stephens Road	0	0	0	0	0
Collins Road	(100,000)	(100,000)	(44,440)	(93,806)	(49,366)
White Avenue	0	0	0	0	0
Sign Renewals	(20,000)	(20,000)	(8,888)	0	8,888
Main Street Lighting Upgrade	0	0	0	0	0
Townsite Roads	(100,000)	(100,000)	(25,000)	(46,923)	(21,923)
Kerbing Construction - Townsite Roads	(50,000)	(50,000)	(25,000)	0	25,000
	(2,720,000)	(2,720,000)	(1,604,688)	(745,707)	858,981
<b>Infrastructure Footpaths</b>					
Granville Street - Footpath	(74,650)	(74,650)	(33,172)	(70,487)	(37,315)
	(74,650)	(74,650)	(33,172)	(70,487)	(37,315)
<b>Infrastructure Drainage</b>					
Drainage Construction	(30,000)	(30,000)	(15,000)	0	15,000
	0	0	0	0	0
	(30,000)	(30,000)	(15,000)	0	15,000
<b>Infrastructure - Playground Equipment</b>					
Purchase Playground Equipment	(12,318)	(12,318)	(12,318)	(5,103)	7,215
	(12,318)	(12,318)	(12,318)	(5,103)	7,215
<b>Infrastructure Aerodrome</b>					
Community Stewardship Grant Exp - Airport Vermin Fencing	0	0	0	(716)	(716)
Aerodrome - Vermin Proof Fence	(163,356)	(163,356)	(163,350)	(127,201)	36,149
	(163,356)	(163,356)	(163,350)	(127,916)	35,434
	(5,220,608)	(5,260,608)	(3,309,903)	(1,440,267)	1,869,636

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2024**

## 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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>										
24 Harley Street - Staff Housing	136	249,285	0	0	7,818	15,789	241,468	233,496	6,666	11,443
<b>Recreation and culture</b>										
Netball Courts Redevelopment	139	169,944	0	0	6,159	12,367	163,785	157,577	2,562	3,910
<b>Total</b>		419,229	0	0	13,976	28,156	405,253	391,073	9,228	15,353
Current borrowings			56,312				42,336			
Non-current borrowings			362,917				362,917			
			419,229				405,253			

All debenture repayments were financed by general purpose revenue.

## Unspent borrowings

Particulars		Date Borrowed	Unspent Balance 30/06/2023	Expended During Year	Unspent Balance 31 Jan 2024
			\$	\$	\$
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 31 JANUARY 2024**

**FINANCING ACTIVITIES**  
**NOTE 10**  
**LEASE LIABILITIES**

The Shire has no lease liabilities to report as at 31 January 2024

**KEY INFORMATION**

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

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024**

## 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	2,573	0	0	0	0	243,772	242,545
Plant Replacement Reserve	594,395	9,500	6,373	0	0	0	0	603,895	600,768
Capital Works Reserve	490,210	6,600	5,256	50,000	0	0	0	546,810	495,466
Community & Economic Development Reserve	1,284,516	19,000	18,376	0	0	0	0	1,303,516	1,302,892
Sewerage Reserve	389,246	5,200	4,173	60,000	0	0	0	454,446	393,419
Future Fund Grants (Interest) Reserve	230,280	21,200	29,279	0	0	(10,000)	0	241,480	259,558
Future Fund (Principal) Reserve	2,046,821	10,100	9,522	0	0	0	0	2,056,921	2,056,343
Aged Care Units (Excl. 1-4) Reserve	269,011	4,000	2,884	10,000	0	0	0	283,011	271,896
Unspent Loans Reserve	101,640	0	0	0	0	(101,640)	0	(0)	101,640
Legal Fees Reserve	36,661	420	393	10,000	0	0	0	47,081	37,054
Emergency Response Reserve	262,087	4,200	2,810	0	0	0	0	266,287	264,897
Aged Care Units 1-4 (JVA) Reserve	72,095	1,200	773	0	0	0	0	73,295	72,868
Swimming Pool Reserve	122,715	1,700	1,316	20,000	0	0	0	144,415	124,030
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	1,628	20,000	0	0	0	173,477	153,506
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
	<b>6,732,381</b>	<b>88,520</b>	<b>85,356</b>	<b>170,000</b>	<b>0</b>	<b>(316,640)</b>	<b>0</b>	<b>6,674,261</b>	<b>6,817,737</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 12**  
**OTHER CURRENT LIABILITIES**

		Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
<b>Other current liabilities</b>	<b>Note</b>	<b>1 July 2023</b>				<b>31 Jan 2024</b>
		\$		\$	\$	\$
<b>Other liabilities</b>						
- Contract liabilities		274,221	0	0	(274,221)	0
<b>Total other liabilities</b>		274,221	0	0	(274,221)	0
<b>Provisions</b>						
Provision for annual leave		156,384	0	0	0	156,384
Provision for long service leave		157,547	0	0	0	157,547
<b>Total Provisions</b>		313,931	0	0	0	313,931
<b>Total other current liabilities</b>		<b>588,152</b>	<b>0</b>	<b>0</b>	<b>(274,221)</b>	<b>313,931</b>
<b>Amounts shown above include GST (where applicable)</b>						

**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 31 JANUARY 2024**

**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
	\$	\$	\$	\$	\$	\$
<b>Grants, contributions and subsidies</b>						
<b>General purpose funding</b>						
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
<b>Law, order, public safety</b>						
Grant - ESL BFB Operating Grant	21,590	21,590	16,191	21,590	2,582	13,610
Grant - YES Cadets	5,360	5,360	2,680	5,360	(2,680)	5,360
<b>Education and welfare</b>						
Grant - Youth Events	5,000	5,000	2,500	5,000	(10,864)	13,364
Other Income	2,000	2,000	1,162	2,000	1,162	0
<b>Community amenities</b>						
Grants Income	20,000	20,000	20,000	20,000	20,000	0
Drummuster Contribution	250	250	0	250	0	0
Grant Income	200,000	200,000	200,000	200,000	0	200,000
Community Benefit Contribution	20,000	20,000	15,000	20,000	0	15,000
Grant DMIRS Income - Charge Up	19,000	19,000	19,000	19,000	(481)	19,481
Event Income - Other Culture	1,000	1,000	581	1,000	581	0
<b>Recreation and culture</b>						
Grant Income - Arts & Culture Plan GEN	25,000	25,000	12,500	25,000	(12,500)	25,000
Grant - NAIDOC week	2,000	2,000	0	2,000	0	0
Australia Day Grant	2,000	2,000	1,162	2,000	1,162	0
<b>Transport</b>						
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	50,000	100,000	(24,698)	74,698
Flood Damage Reimbursements	500,000	500,000	250,000	500,000	250,000	0
Road Maintenance Contribution	55,000	55,000	27,500	55,000	19,100	8,400
<b>Other property and services</b>						
Income related to Unclassified	1,000	1,000	581	1,000	581	0
<b>TOTALS</b>	<b>1,271,451</b>	<b>1,271,451</b>	<b>845,481</b>	<b>1,271,451</b>	<b>422,432</b>	<b>423,049</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**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
	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>						
<b>Law, order, public safety</b>						
Grant - Dept Water & Environment	0	5,000	5,000	5,000	(90,600)	95,600
<b>Community amenities</b>						
Grants - LRCIP GEN	266,041	266,041	155,190	266,041	58,349	96,841
<b>Recreation and culture</b>						
Grant - LRCIP - Old Roads Board Building	258,340	258,340	150,696	258,340	100,139	50,557
Grant - Non Operating Contributions	500,000	500,000	142,858	500,000	(357,142)	500,000
Grant - Income - LRCIP	0	0	0	0	(217,597)	217,597
<b>Transport</b>						
Grant - Regional Road Group - Road Projects	800,000	800,000	800,000	800,000	319,097	480,903
Grant - Roads to Recovery	400,000	400,000	120,000	400,000	(173,539)	293,539
Grant - Black Spot Income	0	0	0	0	(22,909)	22,909
Grant - WA Bicycle Network	37,325	37,325	37,325	37,325	29,860	7,465
MWSGF	1,000,000	1,000,000	500,000	1,000,000	500,000	0
Grant - Airstrip Upgrade	81,678	81,678	81,678	81,678	51,977	29,701
Grant R2R Income - Construction	0	0	0	400,000	0	0
Grant LRCI Income - Construction	0	0	0	0	(138,066)	138,066
<b>Economic services</b>						
Grant - LRCIP - Tourism & Area Development. GEN	146,470	146,470	85,435	146,470	7,176	78,259
	<b>3,489,854</b>	<b>3,494,854</b>	<b>2,078,182</b>	<b>3,894,854</b>	<b>66,745</b>	<b>2,011,437</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**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	Amount	Amount	Closing Balance
	1 July 2023	Received	Paid	31 Jan 2024
	\$	\$	\$	\$
Drug Action Group	660	0	0	<b>660</b>
Youth Fund Raising	865	0	0	<b>865</b>
BRB/BCITF	172	0	(172)	<b>0</b>
	<b>1,697</b>	<b>0</b>	<b>(172)</b>	<b>1,525</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2024**

**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
<b>Revenue from operating activities</b>						
General purpose funding - other	23,965	14.01%	▲	Interest received is expected to be higher than budgeted.	Ex-gratia rates and rates legal fees are all tracking lower than budgeted.	
Recreation and culture	21,248	37.91%	▲	Grant Income for an Arts & Culture Plan has been received before expected in the budget. Swimming pool admission income is trending higher than budget expectations.		
Transport	(458,691)	(64.96%)	▼		Road Maintenance Grants & Contributions budgeted for in October 23 not yet received.	
<b>Expenditure from operating activities</b>						
Health	44,044	38.02%	▲	Environmental Health Officer expenditure tracking lower than budgeted and the phasing of various Other Health expenditure budgets differs from actuals.		
Housing	21,058	13.90%	▲	Other Housing & Aged Housing expenditure is tracking lower than budgeted.		
Recreation and culture	(18,362)	(2.00%)			An issue with payroll allocations relating plant has significantly inflated allocations. ITVision are investigating with the issue is expected to be resolved in time for the next ordinary council meeting.	
Transport	557,362	29.73%	▲	Depreciation expense expected to less that budget following the fair value valuations that occurred as at 30 June 2023.	Actual expenditure on budgeted flood damage works is running behind schedule.	
Other property and services	(166,980)	(134.04%)	▼		The budget phasing of Public Work Overhead expenditure is tracking higher than actual expenditure.	
<b>Investing activities</b>						
Payments for Infrastructure	1,165,306	51.35%	▲	Payments for Infrastructure are tracking lower than budgeted due to phasing.		
Payments for property, plant and equipment	704,329	67.70%	▲	Payments for property, plant and equipment are tracking lower than budgeted due to phasing.		
<b>Financing activities</b>						
Transfer to reserves	(33,752)	(65.41%)	▼		Transfer to reserves general occur at the end of the year.	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**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
				\$	\$	\$	\$
	<b>Budget adoption</b>		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)
							(77,248)
				<b>0</b>	<b>24,712</b>	<b>(101,960)</b>	<b>(77,248)</b>

**Shire of Morawa**  
**SCHEDULE 02 - GENERAL FUND SUMMARY**  
**Financial Statement for Period Ended**  
**31 January 2024**

	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING</b>								
General Purpose Funding	3,197,904	316,323	3,179,904	316,323	3,060,522	184,425	3,085,747	169,004
Governance	525	545,801	925	545,801	539	328,898	1,386	296,656
Law, Order, Public Safety	32,950	174,139	37,950	174,139	29,290	103,322	121,565	97,922
Health	9,050	196,663	9,050	196,663	4,609	115,845	4,212	71,801
Education & Welfare	10,500	225,990	10,500	225,990	5,699	133,425	14,834	129,367
Housing	96,000	247,717	96,000	247,717	55,914	151,494	48,933	130,437
Community Amenities	1,033,871	916,604	1,045,223	916,604	922,548	412,354	831,186	404,493
Recreation & Culture	851,840	1,515,770	851,840	1,555,770	349,597	919,098	845,445	937,460
Transport	3,509,630	3,317,171	3,509,630	3,317,171	2,245,163	1,874,572	1,220,052	1,317,210
Economic Services	398,570	732,708	402,570	732,708	236,435	430,377	215,316	420,650
Other Property & Services	88,500	201,724	88,500	201,724	51,773	124,578	53,582	291,558
<b>TOTAL - OPERATING</b>	<b>9,229,340</b>	<b>8,390,610</b>	<b>9,232,092</b>	<b>8,430,610</b>	<b>6,962,089</b>	<b>4,778,388</b>	<b>6,442,257</b>	<b>4,266,557</b>
<b>CAPITAL</b>								
General Purpose Funding	0	10,420	0	10,420	0	245	0	393
Governance	0	0	0	0	0	0	0	0
Law, Order, Public Safety	0	0	0	5,000	0	5,000	0	9,926
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	55,377	0	90,553
Community Amenities	0	213,657	0	213,657	0	118,317	0	95,091
Recreation & Culture	101,640	1,177,455	101,640	1,208,495	0	767,688	0	124,602
Transport	30,000	3,641,706	30,000	3,641,706	0	2,198,076	0	1,014,131
Economic Services	10,000	202,657	10,000	202,657	0	181,686	0	197,075
Other Property & Services	175,000	160,400	175,000	160,400	0	50,506	0	7,829
<b>TOTAL - CAPITAL</b>	<b>316,640</b>	<b>5,507,284</b>	<b>316,640</b>	<b>5,547,284</b>	<b>0</b>	<b>3,376,895</b>	<b>0</b>	<b>1,539,599</b>
	<b>9,545,980</b>	<b>13,897,894</b>	<b>9,548,732</b>	<b>13,977,894</b>	<b>6,962,089</b>	<b>8,155,283</b>	<b>6,442,257</b>	<b>5,806,157</b>
Less Depreciation Written Back		(2,150,541)		(2,150,541)		(1,254,435)		(1,131,658)
Less Profit/Loss Written Back	(10,427)	0	(10,427)	0	(5,210)	0	0	0
Less Movement in Leave Reserve		(3,800)		(3,800)		(3,800)		(2,573)
Plus Proceeds from Sale of Assets	73,000		73,000		0		0	
<b>TOTAL REVENUE &amp; EXPENDITURE</b>	<b>9,608,553</b>	<b>11,743,553</b>	<b>9,611,305</b>	<b>11,823,553</b>	<b>6,956,879</b>	<b>6,897,048</b>	<b>6,442,257</b>	<b>4,671,926</b>
Surplus/Deficit July 1st B/Fwd	2,135,000		2,135,000		2,135,000		2,481,613	
	<b>11,743,553</b>	<b>11,743,553</b>	<b>11,746,305</b>	<b>11,823,553</b>	<b>9,091,879</b>	<b>6,897,048</b>	<b>8,923,870</b>	<b>4,671,926</b>
Surplus/Deficit C/Fwd		0		(77,248)		2,194,831		4,251,944
	<b>11,743,553</b>	<b>11,743,553</b>	<b>11,746,305</b>	<b>11,746,305</b>	<b>9,091,879</b>	<b>9,091,879</b>	<b>8,923,870</b>	<b>8,923,870</b>



**Shire of Morawa**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Rates		257,510		257,510		150,125		136,007
Other General Purpose Funding		58,813		58,813		34,300		32,996
<b><u>OPERATING REVENUE</u></b>								
Rates	2,970,133		2,952,133		2,937,766		2,904,823	
Other General Purpose Funding	227,771		227,771		122,756		180,924	
<b>SUB-TOTAL</b>	<b>3,197,904</b>	<b>316,323</b>	<b>3,179,904</b>	<b>316,323</b>	<b>3,060,522</b>	<b>184,425</b>	<b>3,085,747</b>	<b>169,004</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Rates		0		0		0		0
Other General Purpose Funding		10,420		10,420		245		393
<b><u>CAPITAL REVENUE</u></b>								
Rates	0		0		0		0	
Other General Purpose Funding	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>10,420</b>	<b>0</b>	<b>10,420</b>	<b>0</b>	<b>245</b>	<b>0</b>	<b>393</b>
<b>TOTAL -</b>	<b>3,197,904</b>	<b>326,743</b>	<b>3,179,904</b>	<b>326,743</b>	<b>3,060,522</b>	<b>184,670</b>	<b>3,085,747</b>	<b>169,397</b>

**Shire of Morawa**  
**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Members of Council		452,801		452,801		280,206		253,878
Governance General		93,000		93,000		48,692		42,778
<b><u>OPERATING REVENUE</u></b>								
Members of Council	25		25		14		27	
Governance General	500		900		525		1,359	
<b>SUB-TOTAL</b>	<b>525</b>	<b>545,801</b>	<b>925</b>	<b>545,801</b>	<b>539</b>	<b>328,898</b>	<b>1,386</b>	<b>296,656</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Members of Council		0		0		0		0
Governance General		0		0		0		0
<b><u>CAPITAL REVENUE</u></b>								
Members of Council	0		0		0		0	
Governance General	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>525</b>	<b>545,801</b>	<b>925</b>	<b>545,801</b>	<b>539</b>	<b>328,898</b>	<b>1,386</b>	<b>296,656</b>

**Shire of Morawa**  
**SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Fire Prevention		115,213		115,213		68,973		65,336
Animal Control		54,749		54,749		31,920		30,840
Other Law, Order & Public Safety		4,177		4,177		2,429		1,746
<b><u>OPERATING REVENUE</u></b>								
Fire Prevention	30,950		35,950		27,871		118,570	
Animal Control	2,000		2,000		1,419		2,995	
Other Law, Order & Public Safety	0		0		0		0	
<b>SUB-TOTAL</b>	<b>32,950</b>	<b>174,139</b>	<b>37,950</b>	<b>174,139</b>	<b>29,290</b>	<b>103,322</b>	<b>121,565</b>	<b>97,922</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Fire Prevention		0		5,000		5,000		9,926
Animal Control		0		0		0		0
Other Law, Order & Public Safety		0		0		0		0
<b><u>CAPITAL REVENUE</u></b>								
Fire Prevention	0		0		0		0	
Animal Control	0		0		0		0	
Other Law, Order & Public Safety	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>9,926</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>32,950</b>	<b>174,139</b>	<b>37,950</b>	<b>179,139</b>	<b>29,290</b>	<b>108,322</b>	<b>121,565</b>	<b>107,848</b>

**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Preventative Services - Meat Inspection		350		350		203		0
Preventative Services - Inspections & Admin		41,738		41,738		24,339		9,279
Preventative Services - Pest Control		6,361		6,361		3,895		1,905
Other Health		148,214		148,214		87,408		60,617
<b><u>OPERATING REVENUE</u></b>								
Preventative Services - Meat Inspection	350		350		203		0	
Preventative Services - Inspections & Admin	700		700		406		291	
Preventative Services - Pest Control	0		0		0		0	
Other Health	8,000		8,000		4,000		3,921	
<b>SUB-TOTAL</b>	<b>9,050</b>	<b>196,663</b>	<b>9,050</b>	<b>196,663</b>	<b>4,609</b>	<b>115,845</b>	<b>4,212</b>	<b>71,801</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
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
<b><u>CAPITAL REVENUE</u></b>								
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	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>9,050</b>	<b>196,663</b>	<b>9,050</b>	<b>196,663</b>	<b>4,609</b>	<b>115,845</b>	<b>4,212</b>	<b>71,801</b>

**Shire of Morawa**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Other Education		6,731		6,731		5,170		4,068
Care of Families & Children		60,516		60,516		35,273		49,262
Other Welfare		158,743		158,743		92,982		76,037
<b><u>OPERATING REVENUE</u></b>								
Other Education	0		0		0		0	
Care of Families & Children	3,500		3,500		2,037		1,400	
Other Welfare	7,000		7,000		3,662		13,434	
<b>SUB-TOTAL</b>	<b>10,500</b>	<b>225,990</b>	<b>10,500</b>	<b>225,990</b>	<b>5,699</b>	<b>133,425</b>	<b>14,834</b>	<b>129,367</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Other Education		0		0		0		0
Care of Families & Children		0		0		0		0
Other Welfare		0		0		0		0
<b><u>CAPITAL REVENUE</u></b>								
Other Education	0		0		0		0	
Care of Families & Children	0		0		0		0	
Other Welfare	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>10,500</b>	<b>225,990</b>	<b>10,500</b>	<b>225,990</b>	<b>5,699</b>	<b>133,425</b>	<b>14,834</b>	<b>129,367</b>

**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Staff Housing		94,361		94,361		59,364		62,551
Other Housing		96,856		96,856		57,899		39,996
Aged Housing		56,500		56,500		34,231		27,889
<b><u>OPERATING REVENUE</u></b>								
Staff Housing	11,000		11,000		6,405		12,645	
Other Housing	17,000		17,000		9,868		10,365	
Aged Housing	68,000		68,000		39,641		25,923	
<b>SUB-TOTAL</b>	<b>96,000</b>	<b>247,717</b>	<b>96,000</b>	<b>247,717</b>	<b>55,914</b>	<b>151,494</b>	<b>48,933</b>	<b>130,437</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Staff Housing		85,789		89,749		52,346		86,896
Other Housing		0		0		0		0
Aged Housing		15,200		15,200		3,031		3,657
<b><u>CAPITAL REVENUE</u></b>								
Staff Housing	0		0		0		0	
Other Housing	0		0		0		0	
Aged Housing	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>100,989</b>	<b>0</b>	<b>104,949</b>	<b>0</b>	<b>55,377</b>	<b>0</b>	<b>90,553</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>96,000</b>	<b>348,706</b>	<b>96,000</b>	<b>352,666</b>	<b>55,914</b>	<b>206,871</b>	<b>48,933</b>	<b>220,990</b>

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Sanitation - Household Refuse		270,178		270,178		157,676		126,826
Sanitation - Other		301,489		301,489		51,810		43,367
Sewerage		130,056		130,056		78,037		109,434
Urban Stormwater Drainage		9,500		9,500		5,530		0
Town Planning & Regional Development		70,329		70,329		41,013		31,866
Other Community Amenities		135,052		135,052		78,288		93,001
<b><u>OPERATING REVENUE</u></b>								
Sanitation - Household Refuse	136,176		136,176		135,544		134,271	
Sanitation - Other	289,370		300,722		300,303		293,368	
Sewerage	290,482		290,482		289,644		286,328	
Town Planning & Regional Development	7,500		7,500		4,375		987	
Other Community Amenities	310,343		310,343		192,682		116,232	
<b>SUB-TOTAL</b>	<b>1,033,871</b>	<b>916,604</b>	<b>1,045,223</b>	<b>916,604</b>	<b>922,548</b>	<b>412,354</b>	<b>831,186</b>	<b>404,493</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Sanitation - Household Refuse		21,600		21,600		931		1,628
Sewerage		95,200		95,200		20,531		4,173
Urban Stormwater Drainage		0		0		0		0
Other Community Amenities		96,857		96,857		96,855		89,289
<b><u>CAPITAL REVENUE</u></b>								
<b>SUB-TOTAL</b>	<b>0</b>	<b>213,657</b>	<b>0</b>	<b>213,657</b>	<b>0</b>	<b>118,317</b>	<b>0</b>	<b>95,091</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>1,033,871</b>	<b>1,130,261</b>	<b>1,045,223</b>	<b>1,130,261</b>	<b>922,548</b>	<b>530,671</b>	<b>831,186</b>	<b>499,584</b>

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>								
Public Halls and Civic Centres		169,776		169,776		105,919		103,581
Swimming Areas & Beaches		332,361		332,361		197,367		178,009
Other Recreation and Sport		845,265		885,265		516,919		573,215
TV and Radio Re-broadcasting		2,000		2,000		1,162		0
Libraries		26,104		26,104		15,218		11,469
Other Culture		140,264		140,264		82,513		71,186
<b>OPERATING REVENUE</b>								
Public Halls and Civic Centres	259,840		259,840		151,571		52,062	
Swimming Areas & Beaches	20,000		20,000		11,981		18,047	
Other Recreation and Sport	541,800		541,800		171,690		750,336	
TV and Radio Re-broadcasting	0		0		0		0	
Libraries	200		200		112		0	
Other Culture	30,000		30,000		14,243		25,000	
<b>SUB-TOTAL</b>	<b>851,840</b>	<b>1,515,770</b>	<b>851,840</b>	<b>1,555,770</b>	<b>349,597</b>	<b>919,098</b>	<b>845,445</b>	<b>937,460</b>
<b>CAPITAL EXPENDITURE</b>								
Public Halls and Civic Centres		221,430		221,430		221,418		52,237
Swimming Areas & Beaches		21,700		21,700		987		1,316
Other Recreation and Sport		926,325		961,325		541,243		67,009
TV and Radio Re-broadcasting		0		0		0		0
Libraries		0		0		0		0
Other Culture		8,000		4,040		4,040		4,040
<b>CAPITAL REVENUE</b>								
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	
<b>SUB-TOTAL</b>	<b>101,640</b>	<b>1,177,455</b>	<b>101,640</b>	<b>1,208,495</b>	<b>0</b>	<b>767,688</b>	<b>0</b>	<b>124,602</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>953,480</b>	<b>2,693,225</b>	<b>953,480</b>	<b>2,764,265</b>	<b>349,597</b>	<b>1,686,786</b>	<b>845,445</b>	<b>1,062,061</b>



**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Construction Roads, Bridges and Depots		0		0		0		0
Maintenance Roads, Bridges and Depots		2,862,628		2,862,628		1,605,497		1,073,335
Plant Purchases		12,092		12,092		7,049		4,032
Transport Licensing		355,313		355,313		208,094		193,439
Aerodromes		87,138		87,138		53,932		46,404
<b><u>OPERATING REVENUE</u></b>								
Construction Roads, Bridges and Depots	2,237,325		2,237,325		1,457,325		942,882	
Maintenance Roads, Bridges and Depots	826,000		826,000		493,500		83,098	
Plant Purchases	10,427		10,427		5,210		0	
Transport Licensing	354,200		354,200		207,450		164,371	
Aerodromes	81,678		81,678		81,678		29,701	
<b>SUB-TOTAL</b>	<b>3,509,630</b>	<b>3,317,171</b>	<b>3,509,630</b>	<b>3,317,171</b>	<b>2,245,163</b>	<b>1,874,572</b>	<b>1,220,052</b>	<b>1,317,210</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Construction Roads, Bridges and Depots		2,958,850		2,958,850		1,774,189		819,038
Maintenance Roads, Bridges and Depots		0		0		0		0
Plant Purchases		519,500		519,500		260,537		67,176
Aerodromes		163,356		163,356		163,350		127,916
<b><u>CAPITAL REVENUE</u></b>								
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	
<b>SUB-TOTAL</b>	<b>30,000</b>	<b>3,641,706</b>	<b>30,000</b>	<b>3,641,706</b>	<b>0</b>	<b>2,198,076</b>	<b>0</b>	<b>1,014,131</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>3,539,630</b>	<b>6,958,877</b>	<b>3,539,630</b>	<b>6,958,877</b>	<b>2,245,163</b>	<b>4,072,648</b>	<b>1,220,052</b>	<b>2,331,340</b>

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Rural Services		18,401		18,401		10,710		5,593
Tourism & Area Promotion		357,699		357,699		209,925		204,156
Building Control		48,427		48,427		28,238		24,686
Other Economic Services		61,529		61,529		35,875		37,826
Economic Development		246,652		246,652		145,629		148,390
<b><u>OPERATING REVENUE</u></b>								
Tourism & Area Promotion	343,470		343,470		200,333		181,761	
Building Control	8,500		8,500		4,949		4,024	
Other Economic Services	25,000		25,000		14,581		9,650	
Economic Development	21,600		25,600		16,572		19,881	
<b>SUB-TOTAL</b>	<b>398,570</b>	<b>732,708</b>	<b>402,570</b>	<b>732,708</b>	<b>236,435</b>	<b>430,377</b>	<b>215,316</b>	<b>420,650</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Tourism & Area Promotion		152,357		152,357		152,356		139,899
Economic Development		50,300		50,300		29,330		57,176
<b><u>CAPITAL REVENUE</u></b>								
Economic Development	10,000		10,000		0		0	
<b>SUB-TOTAL</b>	<b>10,000</b>	<b>202,657</b>	<b>10,000</b>	<b>202,657</b>	<b>0</b>	<b>181,686</b>	<b>0</b>	<b>197,075</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>408,570</b>	<b>935,365</b>	<b>412,570</b>	<b>935,365</b>	<b>236,435</b>	<b>612,063</b>	<b>215,316</b>	<b>617,725</b>

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Private Works		26,724		26,724		15,575		2,615
Public Works Overheads		0		0		(5,298)		269,281
Plant Operation Costs		0		0		18,383		39,659
Stock, Fuels and Oils		0		0		0		(21,646)
Administration		0		0		8,418		0
Unclassified		175,000		175,000		87,500		1,650
<b><u>OPERATING REVENUE</u></b>								
Private Works	35,000		35,000		20,412		25,636	
Public Works Overheads	1,000		1,000		750		0	
Plant Operation Costs	38,000		38,000		22,162		27,447	
Stock, Fuels and Oils	1,500		1,500		875		301	
Administration	12,000		12,000		6,993		198	
Unclassified	1,000		1,000		581		0	
<b>SUB-TOTAL</b>	<b>88,500</b>	<b>201,724</b>	<b>88,500</b>	<b>201,724</b>	<b>51,773</b>	<b>124,578</b>	<b>53,582</b>	<b>291,558</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Administration		160,400		160,400		50,506		7,829
<b><u>CAPITAL REVENUE</u></b>								
Administration	0		0		0		0	
<b>SUB-TOTAL</b>	<b>175,000</b>	<b>160,400</b>	<b>175,000</b>	<b>160,400</b>	<b>0</b>	<b>50,506</b>	<b>0</b>	<b>7,829</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>263,500</b>	<b>362,124</b>	<b>263,500</b>	<b>362,124</b>	<b>51,773</b>	<b>175,084</b>	<b>53,582</b>	<b>299,388</b>

## Shire of Morawa

### Bank Reconciliation Report

For Period Ending 31 January 2024

	Municipal Account	Municipal Online Saver	Trust Account	Reserve Account	Term Deposits - Reserves
<b>Balance as per Bank Statement</b>	662,496.91	3,063,355.27	1,525.11	4,717,736.88	2,100,000.00
<b>Balance as per General Ledger</b>	666,045.85	3,063,355.27	1,525.11	4,717,736.88	2,100,000.00
<b>Unpresented Payments</b>					
Unpresented Payments	-250.00				
Cheque 12055	-30.00				
Unpresented Payments	0.00				
<b>Outstanding Deposits</b>					
Outstanding Deposits	3,828.94				
Transfer from Holding Account					
<b>Difference</b>	666,045.85 0.00	3,063,355.27 0.00	1,525.11 0.00	4,717,736.88 0.00	2,100,000.00 0.00

**Shire of Morawa**  
**List of Payments Report**  
For Period Ending 31 January 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17578	08/01/2024	Australian Services Union	Payroll Deductions/Contributions	29.15	1
EFT17579	08/01/2024	Department of Human Services	Payroll Deductions/Contributions	361.15	1
EFT17580	19/01/2024	Australian Services Union	Payroll Deductions/Contributions	26.50	1
EFT17581	19/01/2024	Department of Human Services	Payroll Deductions/Contributions	361.15	1
EFT17582	19/01/2024	Landgate	Mining Tenement Chargeable 03 Nov - 04 Dec 2023	43.50	1
EFT17583	19/01/2024	City of Greater Geraldton	Building Certification Services - October to December 2023	1,329.44	1
EFT17584	19/01/2024	Refuel Australia	Fuel Card Purchases December 2023 - P622	98.95	1
EFT17585	19/01/2024	Greenfield Technical Services	Scoping of work for widening Morawa South Rd	4,125.00	1
EFT17586	19/01/2024	Western Australian Electoral Commission	Local Government Election Fee's 2023	6,507.20	1
EFT17587	19/01/2024	LGISWA	2nd Installment Insurance Renewal 2023-24	144,186.02	1
EFT17588	19/01/2024	Avon Waste	Waste Collection Services December 2023	7,109.40	1
EFT17589	19/01/2024	Intelife Group Ltd	Moffat Road Mulching & Pruning	2,574.00	1
EFT17590	19/01/2024	Cohesis Pty Ltd	vCIO Service	2,200.00	1
EFT17591	19/01/2024	Premium Publishers (Vanguard Publishing)	Participation Fees - 2024 AGO Planner	2,024.00	1
EFT17592	19/01/2024	Thurkle's Earthmoving & Maintenance P/L	Stockpiling Gravel for Norton Rd	30,800.00	1
EFT17593	19/01/2024	Industrial Automation Group Pty Ltd	Standpipe Repair - Three Springs	2,410.10	1
EFT17594	19/01/2024	Rahul Ramabhadran	Staff Housing - Bond Refund	909.77	1
EFT17595	19/01/2024	Purcher International WA	30,000km Service Fuso Truck - P315	866.92	1
EFT17596	19/01/2024	Cloud Collections Pty Ltd	Rates & Legal Fees	5,039.79	1
EFT17597	19/01/2024	Port Denison Plumbing	Plumbing Maintenance - Aged Care Units	4,838.50	1
EFT17598	19/01/2024	Wallace Plumbing and Gas	Plumbing Maintenance - Caravan Park & 2 Caulfield St	847.72	1
EFT17599	19/01/2024	Bradley Innes	Facility Hire Bond Refund	500.00	1
EFT17600	19/01/2024	Nexia Perth Pty Ltd	Verification for ECEC grant Funding	770.00	1
EFT17601	19/01/2024	Morawa Pharmacy	Energix-B Ampoule x 2 (Immunisations)	120.78	1
EFT17602	23/01/2024	WesTrac Equipment Pty Ltd	Filters for CAT Roller - P227	127.08	1
EFT17603	23/01/2024	Refuel Australia	Mobil Delvac Oil 15W-40 (2 x 208L, 4 x 20L)	2,864.00	1
EFT17604	23/01/2024	RJ & LJ King	Supply & Fit 2 new tyres - P622	902.00	1
EFT17605	23/01/2024	Corsign WA Pty Ltd	Roads Signs - Various x 10	959.20	1
EFT17606	23/01/2024	Midmech Pty Ltd	45,000km Service - P294	489.30	1
EFT17607	23/01/2024	Rowe Contractors	Instalment 1 (30%) - Morawa Yalgoo Road Upgrade	259,710.00	1
EFT17608	23/01/2024	E & MJ Roshier Pty Ltd	Oil Filters x 5 - Small Plant	138.00	1
EFT17609	31/01/2024	Rip-It Security Shredding	Monthly Fee Dec 2023 - Archive Storage	104.50	1

**Shire of Morawa**  
**List of Payments Report**  
For Period Ending 31 January 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17610	31/01/2024	Morawa District High School	2024/2025 Morawa Shire Scholarship	1,000.00	1
EFT17611	31/01/2024	Morawa Traders	Refreshments for Retirement - Long Term employee	73.98	1
EFT17612	31/01/2024	Nutrien Ag Solutions	8.5kg Gas Bottle Exchange - Pool	45.00	1
EFT17613	31/01/2024	WesTrac Equipment Pty Ltd	6 x new Shims - P261	518.96	1
EFT17614	31/01/2024	Choices Flooring Geraldton	Supply & Install Carpet & Blinds throughout - 2 Caulfield	12,010.00	1
EFT17615	31/01/2024	Landgate	Landgate - Gross Rental Value Chargeable	74.15	1
EFT17616	31/01/2024	McDonalds Wholesalers	Consumables for Office & Caravan Park	118.65	1
EFT17617	31/01/2024	Refuel Australia	Ampol AdBlue 10L & Adblue Bowser 60L	297.67	1
EFT17618	31/01/2024	Think Water Geraldton	10 x Philmac Metric Joiners - Retic Town Centre	1,032.00	1
EFT17619	31/01/2024	Canine Control	Ranger Services x 4 visits	4,217.88	1
EFT17620	31/01/2024	GH Country Courier	Freight - Boxes - January 2024	81.84	1
EFT17621	31/01/2024	Marketforce - Omnicom Media Group	LG Notices - West Australian (Nominations)	1,995.48	1
EFT17622	31/01/2024	Sigma Chemicals	Chemical Order - Pool Maintenance	5,728.69	1
EFT17623	31/01/2024	Cramer & Neill	Air Con Maintenance - 4 x shire properties	4,263.83	1
EFT17624	31/01/2024	Geraldton Lock and Key	Supply replacement door & door furniture - Rec Centre	98.50	1
EFT17625	31/01/2024	Greenfield Technical Services	50% progress invoice - Blackspot funding Evaside Rd	10,312.50	1
EFT17626	31/01/2024	Shire of Mingenew	Velpic Quarterly Fee Oct-Dec 2023	170.78	1
EFT17628	31/01/2024	Total Toilets	Portable Toilet Hire 01/12/2023 - 31/12/2023	965.51	1
EFT17629	31/01/2024	Aflex	12m Wobble Run - Pool	2,574.00	1
EFT17630	31/01/2024	Northstar Asset Pty Ltd	Copyright screening 'The Grinch'	275.00	1
EFT17631	31/01/2024	Morawa IGA	IGA - Various purchases	34.97	1
EFT17632	31/01/2024	Officeworks	Admin - Stationery orders January 2024	688.08	1
EFT17633	31/01/2024	Medical Director	Support - Pracsoft - First User 12 month subscription	957.00	1
EFT17634	31/01/2024	RJ & LJ King	Strip & Fit new Tyre	66.00	1
EFT17635	31/01/2024	Infinitum Technologies Pty Ltd	Monthly Fee x 2 - IT Support, Licences & Server, Medical Centre, Checkpoint, Workstation, Email Signature Exclaimer	11,835.07	1
EFT17636	31/01/2024	Office of the Auditor General	Fee for attest audit, year ended 30 June 2023	37,499.00	1
EFT17637	31/01/2024	Mitchell and Brown Communications	Monthly Security Fee - Youth Centre, Gym, Medical Centre	336.85	1
EFT17638	31/01/2024	Pat's Mobile Mechanical	P221, P250, P221, P168, P138, P265 - Carry out service & repairs	2,296.25	1
EFT17639	31/01/2024	Team Global Express	Freight Charges ex Perth & Morawa January 2024	746.30	1
EFT17640	31/01/2024	Breeze Connect Pty Ltd	Admin - Office telephone lines Monthly Fee	234.42	1

<b>Shire of Morawa</b> <b>List of Payments Report</b> <b>For Period Ending 31 January 2024</b>					
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>Bank</b>
EFT17641	31/01/2024	Localworks Gerladton (Paper Plus Office National)	New Office Furniture - Depot	1,794.39	1
EFT17642	31/01/2024	Little West Wood	LPO Charges - November & December 2023	232.43	1
EFT17643	31/01/2024	Bob Waddell Consultant	Assistance December 2023 monthly financial statements	1,691.25	1
EFT17644	31/01/2024	NodeOne	Monthly Fee - Wireless @ Gym	119.00	1
EFT17645	31/01/2024	Resonline Pty Ltd	Monthly Fee Dec 2023 - Room Manager Booking System	134.31	1
EFT17646	31/01/2024	Megan Howlett Premium Business Concepts	HR work completed up to 19 January 2024 - Personality	2,002.00	1
EFT17647	31/01/2024	LG Best Practices Pty Ltd	End of Month Process - Rates Services	1,485.00	1
EFT17648	31/01/2024	Cloud Collections Pty Ltd	Financial Transaction Fee - Debt Recoveries	2.16	1
EFT17649	31/01/2024	Dancing Brolgas Music Pty Ltd	Live Band Performance - Australia Day Family Fun Event 2024	5,550.00	1
EFT17650	31/01/2024	Ausrecord Pty Ltd	File Racks & Building Files	2,567.40	1
EFT17651	31/01/2024	Wallace Plumbing and Gas	Plumbing Works - 17 Solomon, Unit 2 Yewers Ave, 7 White Ave, Town Hall, Visitor Centre, 18B Evans St	13,914.34	1
EFT17652	31/01/2024	Coffee Lounge 6623	Coffee for Citizenship Ceremony - Australia Day	402.50	1
EFT17653	31/01/2024	Peter Dix Painting Services	Interior Painting - Oval House	14,646.50	1
EFT17654	31/01/2024	Carroll and Richardson Flagworld Pty Ltd	2 x New Flag's & Clips	288.21	1
EFT17655	31/01/2024	Bosshealth Group	Environmental Health Services visit - Workshop, sampling, reporting	3,248.30	1
EFT17656	31/01/2024	Indysystem Music and Media	Music for Australia Day Citizenship Ceremony	850.00	1
EFT17657	31/01/2024	Morawa Refrigeration	Refrigeration maintenance - Rec Centre	1,005.79	1
EFT17658	31/01/2024	Kolor Kode	Number & Letter Stickers for Property Files	146.30	1
EFT17659	31/01/2024	Winc	Photocopier charges, meter read 22/01/2024	558.86	1
EFT17660	31/01/2024	Seek	Seek Ad - Plant Operator (Grader)	401.50	1
<b>Total EFT Payments</b>				<b><u>634,961.72</u></b>	

<b>Shire of Morawa</b> <b>List of Payments Report</b> <b>For Period Ending 31 January 2024</b>					
Chq/EFT	Date	Name	Description	Amount	Bank
DD9708.1	11/01/2024	Beam Super	Superannuation 3 runs - Payroll #58, #59, #60	29,334.18	1
DD9717.1	10/01/2024	Telstra Corporation Limited	Telephone expense Tourist Bureau December 2023	50.00	1
DD9718.1	08/01/2024	Water Corporation	Water Use and Service Charge December 2023 x 25 Accounts	30,042.59	1
DD9719.1	04/01/2024	Telstra Corporation Limited	Telephone expense - SMS alert account up to up to 15 Dec 2023	1,080.94	1
DD9720.1	03/01/2024	Water Corporation	Water Use & Service Charge - December 2023 x 19 Accounts	2,553.89	1
DD9721.1	02/01/2024	Exetel Pty Ltd	Corporate Monthly Internet Charge January 2024	975.00	1
DD9721.2	02/01/2024	Westnet Pty Ltd	Monthly Internet Charge Tourist Bureau January 2024	29.95	1
DD9726.1	18/01/2024	Beam Super	Superannuation Batch # 20	8,865.96	1
DD9744.1	29/01/2024	Synergy	Electricity usage 17 Nov 23 - 21 Dec 23 x 1 Account	1,395.96	1
DD9745.1	22/01/2024	Telstra Corporation Limited	Telephone expenses up to 01 Jan 2024 x 1 Account	109.15	1
DD9746.1	24/01/2024	Telstra Corporation Limited	Telephone expenses up to 01 Jan 2024 x 2 Accounts	499.48	1
DD9747.1	15/01/2024	Synergy	Electricity expenses 24 Oct 23 - 20 Dec 23 x 18 Accounts	6,281.55	1
DD9748.1	16/01/2024	Synergy	Electricity expenses 25 Oct 23 - 21 Dec 23 x 14 Accounts	8,462.65	1
DD9749.1	17/01/2024	Synergy	Electricity expenses 24 Oct 23 - 20 Dec 23 x 8 Accounts	1,165.32	1
DD9750.1	18/01/2024	Synergy	Electricity expenses 25 Oct 23 - 21 Dec 23 x 12 Accounts	6,216.16	1
DD9750.2	18/01/2024	Telstra Corporation Limited	Monthly Telephone/Mobile/Dongle/Data Expense up to 27 Dec 2023 - 1 Account	1,203.03	1
<b>Total Direct Debit Payments</b>				<b><u>98,265.81</u></b>	



<b>Shire of Morawa</b> <b>List of Payments Report</b> <b>For Period Ending 31 January 2024</b>					
Chq/EFT	Date	Name	Description	Amount	Bank
2324-07.02	02/01/2024	Bankwest	Bank Fee's (Counter, Maintenance, Transaction)	62.20	1
2324-07.09	02/01/2024	ATO	BAS November 2023	10,151.00	1
2324-07.03	03/01/2024	Bankwest	CBA Merchant Fees, Muni Bank	295.67	1
GJ 5778	03/01/2024	Shire of Morawa	Payroll Deductions Pay Run 60	531.37	1
GJ 5779	09/01/2024	Shire of Morawa	Altus Payroll Pay Run 60	52,036.03	1
GJ 5791	17/01/2024	Shire of Morawa	Payroll Deductions Pay Run 64	425.37	1
GJ 5793	18/01/2024	Shire of Morawa	Altus Payroll Pay Run 64	52,434.76	1
2324-07.01	19/01/2024	DOT	Department of Transport payments 01 Jan to 19 Jan 24	2,319.25	1
2324-07.08	23/01/2024	WATC	WATC Government Guarantee Fee, period end 31 Dec 23	1,462.85	1
	31/01/2024	Caravan Park	Caravan Park Refunds/Cancellations for January 2024	660.00	1
2324-07.10	31/01/2024	Shire of Morawa	Department of Transport payments 20 Jan 24 to 31 Jan 24	7,769.00	1
	31/01/2024	Centrelink	Centrelink Fees for January 2024	17.82	1
GJ 5815	31/01/2024	Shire of Morawa	Payroll Deductions Pay Run 65	525.37	1
<b>Total Bank Transfers/ Payments</b>				<b><u>128,690.69</u></b>	
	<b>Fuel Card - 93926029 - MO 0 - P622</b>				
<b>Included in</b>					
<b>EFT 17584</b>	19/01/2024	Refuel	Fuel Card Purchase December 2023	98.95	1
<b>Total Fuel Card</b>				<b><u>98.95</u></b>	

<b>Shire of Morawa</b> <b>List of Payments Report</b> <b>For Period Ending 31 January 2024</b>					
Chq/EFT	Date	Name	Description	Amount	Bank
2324-07.16	05/01/2024	Bankwest	Corporate card purchases in December 2023		
		Corporate Credit Card - EMCCS			
30/11/2023	14617.520	Kats Rural	Shelf Supports	3.60	
2/12/2023	04103.520	Southerlys Bar/Res	Shire Xmas Function	992.00	
4/12/2023	04103.520	Morawa WA Pty Ltd (IGA)	Milk	5.05	
7/12/2023	P259.105.3005	Shire of Morawa	Registration of Community Bus	604.65	
9/12/2023	B11205.105.3520	Bunnings	Pressure cleaner and buiding mtce items for the pool	150.86	
15/12/2023	14626.520	Ink Station	Ink Cartridges EMCCS printer	154.29	
15/12/2023	14626.520	Ebay O*01-10939-26701	Ink Cartridges Finance printer	399.00	
17/12/2023	P312.105.3003	Trans Petroleum Australia	Fuel 02 MO	86.63	
19/12/2023	P312.105.3003	Dongara Road House	Fuel 02 MO	96.49	
22/12/2023	Various	Spotlight	Linen for Cravan Park - Canna & Koolanooka Chalets	772.00	
27/12/2023	14620.520	Canva	Annual Subscription	167.88	
<b>Sub Total</b>				<b>3,432.45</b>	
		Corporate Credit Card - CEO			
5/12/2023	1041080.520	Zoom.US	Zoom Standard Pro Monthly Subscription for Council	22.39	
5/12/2023	1041080.520	Zoom.US	Zoom Standard Pro Monthly Subscription for Council	0.66	
11/12/2023	04209.5580	AP Morawa LPO	SOM Satff Awards 2023	150.00	
11/12/2023	11614.520	EverythingBranded Pty Ltd	Australia Day Branded - Towels & Cups	2,071.85	
16/12/2023	04108.520	Bunnings	Farewell Gift - Long Term Employee	699.00	
16/12/2023	P622.105.3003	Bindoon Roadhouse	Fuel - MO O	108.62	
27/12/2023	P622.105.3003	Mullaloo 6202	Fuel - MO O	125.82	
<b>Sub Total</b>				<b>3,178.34</b>	
<b>Total Corporate Credit Card Payment</b>				<b>6,610.79</b>	
<b>TOTAL PAYMENTS FOR COUNCIL APPROVAL</b>				<b>868,529.01</b>	

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## Ordinary Council Meeting 21 March 2024

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- |                             |   |
|-----------------------------|---|
| <b><i>Attachment 1-</i></b> | <b><i>11.2.2a Monthly Financial Report for the period ending 29 February 2024</i></b> |
| <b><i>Attachment 2-</i></b> | <b><i>11.2.2b Bank Reconciliation for the period ending 29 February 2024</i></b>      |
| <b><i>Attachment 3-</i></b> | <b><i>11.2.2c List of Accounts Paid for the period ending 29 February 2024</i></b>    |
| <b><i>Item 11.2.2-</i></b>  | <b>Statement of Financial Activity – February 2024</b>                                |
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# SHIRE OF MORAWA

## MONTHLY FINANCIAL REPORT

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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 29 February 2024**

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

**TABLE OF CONTENTS**

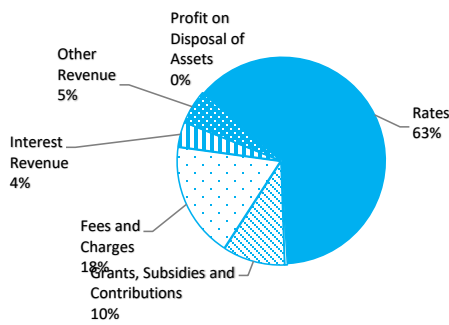
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature	7
Statement of Financial Position	8
Basis of Preparation	9
Note 1 Statement of Financial Activity Information	10
Note 2 Cash and Financial Assets	11
Note 3 Receivables	12
Note 4 Other Current Assets	13
Note 5 Payables	14
Note 6 Rate Revenue	15
Note 7 Disposal of Assets	16
Note 8 Capital Acquisitions	17
Note 9 Borrowings	19
Note 10 Lease Liabilities	20
Note 11 Cash Reserves	21
Note 12 Other Current Liabilities	22
Note 13 Grants and contributions	23
Note 14 Capital grants and contributions	24
Note 15 Trust Fund	25
Note 16 Explanation of Material Variances	26
Note 17 Budget Amendments	27
Sched - 2 to 14 Summary	28

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 29 FEBRUARY 2024

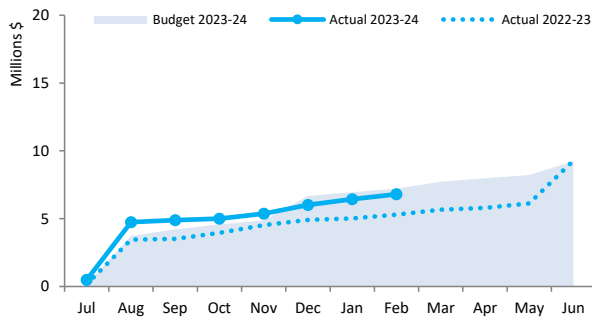
## SUMMARY INFORMATION - GRAPHS

### OPERATING ACTIVITIES

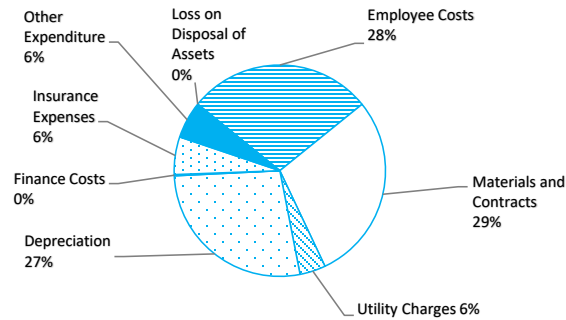
#### OPERATING REVENUE



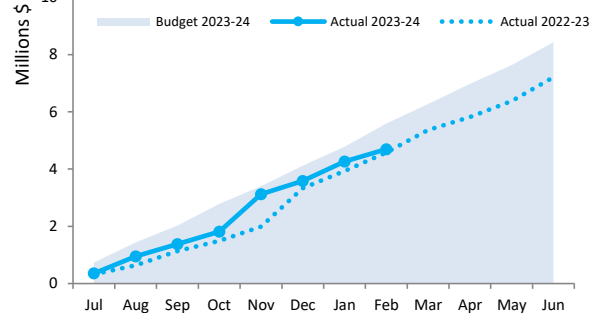
#### Budget Operating Revenues -v- Actual



#### OPERATING EXPENSES



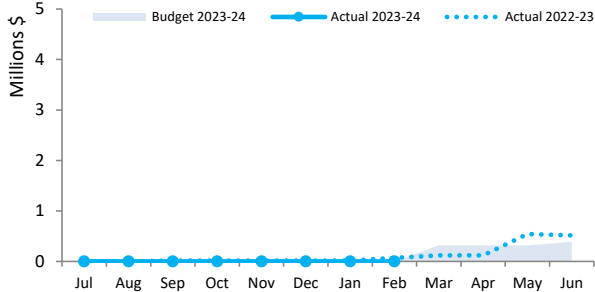
#### Budget Operating Expenses -v- YTD Actual



### INVESTING ACTIVITIES

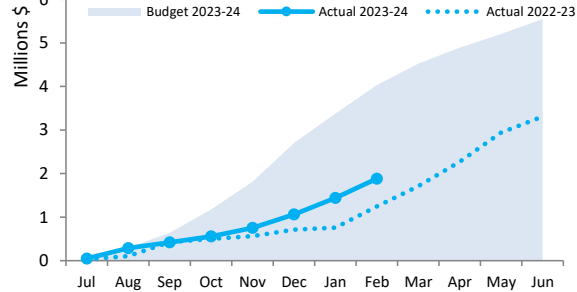
#### CAPITAL REVENUE

#### Budget Capital Revenue -v- Actual



#### CAPITAL EXPENSES

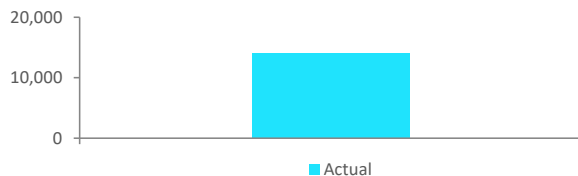
#### Budget Capital Expenses -v- Actual



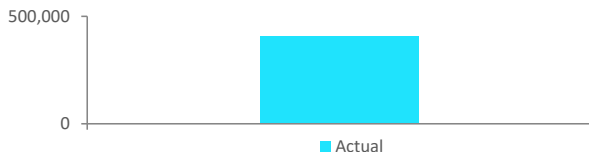
### FINANCING ACTIVITIES

#### BORROWINGS

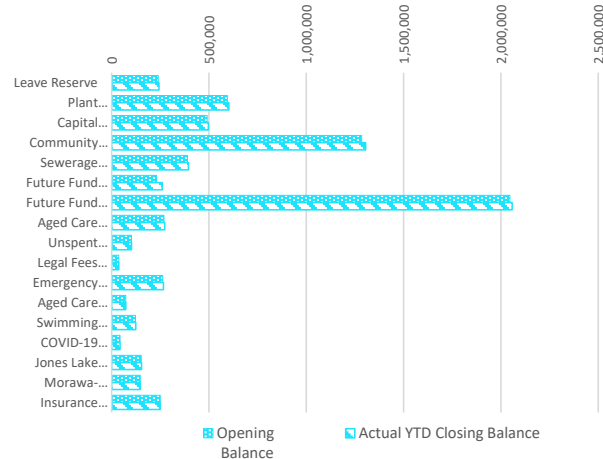
#### Principal Repayments



#### 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 29 FEBRUARY 2024**

**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)	\$1.16 M	\$3.88 M	\$2.71 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$10.01 M	% of total		\$0.25 M	% Outstanding		\$1.01 M	% Collected
Unrestricted Cash	\$3.18 M	31.7%	Trade Payables	\$0.00 M		Rates Receivable	\$0.68 M	82.5%
Restricted Cash	\$6.83 M	68.3%	0 to 30 Days		0.0%	Trade Receivable	\$0.33 M	% Outstanding
			30 to 90 Days		0.0%	30 to 90 Days		44.4%
			Over 90 Days		0%	Over 90 Days		3.1%

Refer to Note 2 - Cash and Financial Assets      Refer to Note 5 - Payables      Refer to Note 3 - Receivables

**Key Operating Activities**

Amount attributable to operating activities											
Amended Budget	YTD Budget (a)		Var. \$ (b)-(a)	YTD Actual		% Variance		YTD Actual		% Variance	
(\$0.55 M)	\$0.86 M	\$1.17 M	\$0.31 M								

Refer to Statement of Financial Activity

Rates Revenue				Grants and Contributions				Fees and Charges			
YTD Actual	YTD Budget		% Variance	YTD Actual	YTD Budget		% Variance	YTD Actual	YTD Budget		% Variance
\$2.87 M	\$2.89 M		(0.6%)	\$0.45 M	\$0.88 M		(49.4%)	\$0.83 M	\$0.85 M		(1.9%)

Refer to Note 6 - Rate Revenue      Refer to Note 13 - Operating Grants and Contributions      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)	YTD Actual	Amended Budget		% Spent	YTD Actual	Amended Budget		% Received
(\$5.26 M)	(\$3.96 M)	(\$1.88 M)	\$2.07 M		\$1.88 M	\$5.26 M	(64.2%)	\$2.22 M	\$3.49 M		(36.5%)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	Amended Budget	%	YTD Actual	Amended Budget	% Spent	YTD Actual	Amended Budget	% Received
\$0.00 M	\$0.07 M	(100.0%)	\$1.88 M	\$5.26 M	(64.2%)	\$2.22 M	\$3.49 M	(36.5%)

Refer to Note 7 - Disposal of Assets      Refer to Note 8 - Capital Acquisitions      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)	Principal repayments	Interest expense	Principal due	Reserves balance	Interest earned	Principal repayments	Interest expense	Principal due
\$0.03 M	(\$0.08 M)	(\$0.11 M)	(\$0.04 M)	\$0.01 M	\$0.01 M	\$0.41 M	\$6.83 M	\$0.10 M	\$0.00 M	\$0.00 M	\$0.00 M

Refer to Statement of Financial Activity

Borrowings			Reserves			Lease Liability		
Principal repayments	Interest expense	Principal due	Reserves balance	Interest earned		Principal repayments	Interest expense	Principal due
\$0.01 M	\$0.01 M	\$0.41 M	\$6.83 M	\$0.10 M		\$0.00 M	\$0.00 M	\$0.00 M

Refer to Note 9 - Borrowings      Refer to Note 11 - Cash Reserves      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 29 FEBRUARY 2024****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 29 FEBRUARY 2024**

**BY PROGRAM**

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Governance		525	925	616	1,579	963	156.35%	
General purpose funding - general rates	6	2,889,437	2,889,437	2,889,437	2,891,774	2,337	0.08%	
General purpose funding - other		308,467	290,467	216,039	253,857	37,818	17.50%	▲
Law, order and public safety		32,950	32,950	24,401	26,655	2,254	9.24%	
Health		9,050	9,050	4,696	4,212	(484)	(10.32%)	
Education and welfare		10,500	10,500	6,656	14,834	8,178	122.86%	
Housing		96,000	96,000	63,866	55,907	(7,959)	(12.46%)	
Community amenities		767,830	779,182	768,662	734,805	(33,857)	(4.40%)	
Recreation and culture		93,500	93,500	69,156	87,688	18,532	26.80%	▲
Transport		1,190,627	1,190,627	736,552	276,051	(460,501)	(62.52%)	▼
Economic services		252,100	256,100	172,000	163,053	(8,947)	(5.20%)	
Other property and services		88,500	88,500	59,062	67,889	8,827	14.95%	
		<b>5,739,486</b>	<b>5,737,238</b>	<b>5,011,143</b>	<b>4,578,304</b>	<b>(432,839)</b>		
<b>Expenditure from operating activities</b>								
Governance		(545,801)	(545,801)	(355,804)	(312,096)	43,708	12.28%	▲
General purpose funding		(316,323)	(316,323)	(210,700)	(182,985)	27,715	13.15%	▲
Law, order and public safety		(174,139)	(174,139)	(111,671)	(120,201)	(8,530)	(7.64%)	
Health		(196,663)	(196,663)	(130,597)	(84,340)	46,257	35.42%	▲
Education and welfare		(225,990)	(225,990)	(153,834)	(134,527)	19,307	12.55%	▲
Housing		(247,717)	(247,717)	(169,376)	(141,931)	27,445	16.20%	▲
Community amenities		(916,604)	(916,604)	(511,010)	(443,308)	67,702	13.25%	▲
Recreation and culture		(1,515,770)	(1,555,770)	(1,049,559)	(1,034,256)	15,303	1.46%	
Transport		(3,317,171)	(3,317,171)	(2,163,034)	(1,501,973)	661,061	30.56%	▲
Economic services		(732,708)	(732,708)	(494,660)	(453,577)	41,083	8.31%	
Other property and services		(201,724)	(201,724)	(237,080)	(284,674)	(47,594)	(20.08%)	▼
		<b>(8,390,610)</b>	<b>(8,430,610)</b>	<b>(5,587,325)</b>	<b>(4,693,869)</b>	<b>893,456</b>		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	1,431,188	1,284,328	(146,860)	(10.26%)	▼
<b>Amount attributable to operating</b>		<b>(507,210)</b>	<b>(549,458)</b>	<b>855,006</b>	<b>1,168,763</b>	<b>313,757</b>		
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from Capital grants, subsidies and contributions	14	3,489,854	3,494,854	2,205,514	2,220,755	15,241	0.69%	
Proceeds from disposal of assets	7	73,000	73,000	0	0	0	0.00%	
		<b>3,562,854</b>	<b>3,567,854</b>	<b>2,205,514</b>	<b>2,220,755</b>	<b>15,241</b>		
<b>Outflows from investing activities</b>								
Payments for Infrastructure	9	(3,438,821)	(3,478,821)	(2,766,357)	(1,498,484)	1,267,873	45.83%	▲
Payments for property, plant and equipment	8	(1,781,787)	(1,781,787)	(1,188,658)	(384,301)	804,357	67.67%	▲
		<b>(5,220,608)</b>	<b>(5,260,608)</b>	<b>(3,955,015)</b>	<b>(1,882,785)</b>	<b>2,072,230</b>		
<b>Amount attributable to investing</b>		<b>(1,657,754)</b>	<b>(1,692,754)</b>	<b>(1,749,501)</b>	<b>337,969</b>	<b>2,087,470</b>		
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Transfer from reserves	11	316,640	316,640	0	0	0	0.00%	
		<b>316,640</b>	<b>316,640</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Outflows from financing activities</b>								
Repayment of debentures	9	(28,156)	(28,156)	(16,703)	(13,976)	2,727	16.33%	
Transfer to reserves	11	(258,520)	(258,520)	(58,976)	(98,837)	(39,861)	(67.59%)	▼
		<b>(286,676)</b>	<b>(286,676)</b>	<b>(75,679)</b>	<b>(112,813)</b>	<b>(37,134)</b>		
<b>Amount attributable to financing activities</b>		<b>29,964</b>	<b>29,964</b>	<b>(75,679)</b>	<b>(112,813)</b>	<b>(37,134)</b>		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>	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)	855,006	1,168,763			
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,749,501)	337,969			
Amount attributable to financing activities		29,964	29,964	(75,679)	(112,813)			
<b>Surplus or deficit after imposition of general rates</b>	1(c)	<b>0</b>	<b>(77,248)</b>	<b>1,164,826</b>	<b>3,875,533</b>			

**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 29 FEBRUARY 2024

## 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 29 FEBRUARY 2024**

BY NATURE

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
General rates	6	2,889,437	2,889,437	2,889,437	2,891,774	2,337	0.08%	
Rates excluding general rates	6	8,706	(9,294)	456	(18,166)	(18,622)	(4083.81%)	▼
Grants, subsidies and contributions	13	1,271,451	1,271,451	883,041	447,118	(435,923)	(49.37%)	▼
Fees and charges		993,020	1,008,772	848,132	832,333	(15,799)	(1.86%)	
Interest revenue		139,020	139,020	97,819	178,122	80,303	82.09%	▲
Other revenue		427,425	427,425	286,006	247,124	(38,882)	(13.59%)	▼
Profit on disposal of assets	7	10,427	10,427	6,252	0	(6,252)	(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	5,011,143	4,578,304	(432,839)		
<b>Expenditure from operating activities</b>								
Employee costs		(2,103,390)	(2,103,390)	(1,416,313)	(1,330,962)	85,351	6.03%	
Materials and contracts		(3,053,569)	(3,093,569)	(1,956,964)	(1,351,018)	605,946	30.96%	▲
Utility charges		(385,053)	(385,053)	(256,376)	(185,917)	70,459	27.48%	▲
Depreciation		(2,150,541)	(2,150,541)	(1,433,640)	(1,280,972)	152,668	10.65%	▲
Finance costs		(15,353)	(15,353)	(8,321)	(9,228)	(907)	(10.90%)	
Insurance expenses		(260,440)	(260,440)	(255,123)	(270,013)	(14,890)	(5.84%)	
Other expenditure		(422,264)	(422,264)	(260,588)	(265,759)	(5,171)	(1.98%)	
		(8,390,610)	(8,430,610)	(5,587,325)	(4,693,869)	893,456		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	1,431,188	1,284,328	(146,860)	(10.26%)	▼
<b>Amount attributable to operating activities</b>		<b>(507,210)</b>	<b>(549,458)</b>	<b>855,006</b>	<b>1,168,763</b>	313,757		
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions	14	3,489,854	3,494,854	2,205,514	2,220,755	15,241	0.69%	
Proceeds from disposal of assets	7	73,000	73,000	0	0	0	0.00%	
		3,562,854	3,567,854	2,205,514	2,220,755	15,241		
<b>Outflows from investing activities</b>								
Payments for infrastructure	8	(3,438,821)	(3,478,821)	(2,766,357)	(1,498,484)	1,267,873	(45.83%)	
Payments for property, plant and equipment	8	(1,781,787)	(1,781,787)	(1,188,658)	(384,301)	804,357	(67.67%)	▲
		(5,220,608)	(5,260,608)	(3,955,015)	(1,882,785)	2,102,711		
<b>Amount attributable to investing activities</b>		<b>(1,657,754)</b>	<b>(1,692,754)</b>	<b>(1,749,501)</b>	<b>337,969</b>	2,087,470		
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Transfer from reserves	11	316,640	316,640	0	0	0	0.00%	
		316,640	316,640	0	0	0		
<b>Outflows from financing activities</b>								
Repayment of borrowings	9	(28,156)	(28,156)	(16,703)	(13,976)	2,727	16.33%	
Transfer to reserves	11	(258,520)	(258,520)	(58,976)	(98,837)	(39,861)	(67.59%)	▼
		(286,676)	(286,676)	(75,679)	(112,813)	(37,134)		
<b>Amount attributable to financing activities</b>		<b>29,964</b>	<b>29,964</b>	<b>(75,679)</b>	<b>(112,813)</b>	(37,134)		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>	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)	855,006	1,168,763	313,757	36.70%	
Amount attributable to investing activities		(1,657,754)	(1,692,754)	(1,749,501)	337,969	2,087,470	(119.32%)	
Amount attributable to financing activities		29,964	29,964	(75,679)	(112,813)	(37,134)	49.07%	
<b>Surplus or deficit after imposition of general rates</b>	1(c)	<b>0</b>	<b>(77,248)</b>	<b>1,164,826</b>	<b>3,875,533</b>			

**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 29 FEBRUARY 2024**

	<b>30 June 2023</b>	<b>29 February 2024</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	9,688,904	10,007,892
Trade and other receivables	499,237	992,413
Inventories	8,639	8,639
Other assets	20,750	20,750
<b>TOTAL CURRENT ASSETS</b>	<b>10,217,530</b>	<b>11,029,694</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	14,282	14,282
Other financial assets	61,117	61,117
Property, plant and equipment	30,108,789	30,041,876
Infrastructure	61,421,056	62,089,782
<b>TOTAL NON-CURRENT ASSETS</b>	<b>91,605,244</b>	<b>92,207,057</b>
<b>TOTAL ASSETS</b>	<b>101,822,774</b>	<b>103,236,751</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	655,356	252,341
Other liabilities	274,221	0
Borrowings	28,156	14,180
Employee related provisions	313,930	313,930
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,271,664</b>	<b>580,451</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	391,073	391,073
Employee related provisions	38,855	38,855
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>429,928</b>	<b>429,928</b>
<b>TOTAL LIABILITIES</b>	<b>1,701,592</b>	<b>1,010,379</b>
<b>NET ASSETS</b>	<b>100,121,182</b>	<b>102,226,372</b>
<b>EQUITY</b>		
Retained surplus	37,092,522	39,098,875
Reserve accounts	6,732,381	6,831,218
Revaluation surplus	56,296,279	56,296,279
<b>TOTAL EQUITY</b>	<b>100,121,182</b>	<b>102,226,372</b>

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

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 29 FEBRUARY 2024

## 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 29 February 2024

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**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)
<b>Non-cash items excluded from operating activities</b>					
		\$	\$	\$	\$
<b>Adjustments to operating activities</b>					
Less: Profit on asset disposals	7	(10,427)	(10,427)	(6,252)	0
Less: Movement in liabilities associated with restricted cash		3,800	3,800	3,800	3,356
Add: Depreciation on assets		2,150,541	2,150,541	1,433,640	1,280,972
<b>Total non-cash items excluded from operating activities</b>		<b>2,143,914</b>	<b>2,143,914</b>	<b>1,431,188</b>	<b>1,284,328</b>

**(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	28 Feb 2023	29 Feb 2024
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	11	(6,732,381)	(6,159,251)	(6,831,218)
Add Back: Component of Leave Liability not Required to be Fun	12	239,972	237,760	243,328
Add: Borrowings	9	28,156	13,776	14,180
Add: Lease liabilities	10	0	14,443	0
<b>Total adjustments to net current assets</b>		<b>(6,464,253)</b>	<b>(5,893,271)</b>	<b>(6,573,710)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	9,687,207	9,408,377	10,006,367
Rates receivables	3	443,606	644,343	667,156
Receivables	3	55,631	104,175	325,257
Other current assets	4	29,389	35,468	29,389
<b>Less: Current liabilities</b>				
Payables	5	(653,659)	(329,967)	(250,816)
Borrowings	9	(28,156)	(13,776)	(14,180)
Contract liabilities	12	(274,221)	(528,111)	0
Lease liabilities	10	0	(14,443)	0
Provisions	12	(313,930)	(357,043)	(313,930)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(6,464,253)</b>	<b>(5,893,271)</b>	<b>(6,573,710)</b>
<b>Closing funding surplus / (deficit)</b>		<b>* 2,481,613</b>	<b>3,055,753</b>	<b>3,875,533</b>

**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 incompleted 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 29 FEBRUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 2**  
**CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Cash On Hand	Cash and cash equivalents	400		400			NIL	On Hand
<b>At Call Deposits</b>								
Municipal Cash at Bank	Cash and cash equivalents	602,605		602,605		Bankwest	0.10%	At Call
Muni Business Telenet Saver	Cash and cash equivalents	2,572,144		2,572,144		Bankwest	0.10%	At Call
CAB - Future Fund Grant (Interest) Reserve	Cash and cash equivalents	0	260,396	260,396		Bankwest	0.10%	At Call
CAB - Leave Reserve Account	Cash and cash equivalents	0	243,328	243,328		Bankwest	0.10%	At Call
CAB - Swimming Pool Reserve	Cash and cash equivalents	0	124,431	124,431		Bankwest	0.10%	At Call
CAB - Plant Replacement Reserve	Cash and cash equivalents	0	602,708	602,708		Bankwest	0.10%	At Call
CAB - Capital Works Reserve	Cash and cash equivalents	0	497,066	497,066		Bankwest	0.10%	At Call
CAB - Sewerage Reserve	Cash and cash equivalents	0	394,689	394,689		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	805,484	805,484		Bankwest	0.10%	At Call
CAB - Future Funds (Principal) Reserve	Cash and cash equivalents	0	457,816	457,816		Bankwest	0.10%	At Call
CAB - Legal Reserve	Cash and cash equivalents	0	37,173	37,173		Bankwest	0.10%	At Call
CAB - Emergency Response Reserve	Cash and cash equivalents	0	265,752	265,752		Bankwest	0.10%	At Call
CAB - Aged Care Units 1-4 (JVA) Reserve	Cash and cash equivalents	0	73,103	73,103		Bankwest	0.10%	At Call
CAB - Aged Care Units (Excl. 1-4) Reserve	Cash and cash equivalents	0	272,773	272,773		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	154,001	154,001		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
<b>Term Deposits</b>		0						
TD: ... 8410 (Future Funds 1)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	2/04/2024
TD: ... 8428 (Future Funds 2)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	2/04/2024
TD: ... 8436 (Community Development Fund)	Cash and cash equivalents	0	500,000	500,000		Bankwest	3.50%	2/04/2024
<b>Trust Deposits</b>								
Trust Bank	Cash and cash equivalents	0			1,525		0.10%	At Call
<b>Total</b>		<b>3,175,149</b>	<b>6,831,218</b>	<b>10,006,367</b>	<b>1,525</b>			
<b>Comprising</b>								
Cash and cash equivalents		3,175,149	6,831,218	10,006,367	1,525			
		<b>3,175,149</b>	<b>6,831,218</b>	<b>10,006,367</b>	<b>1,525</b>			

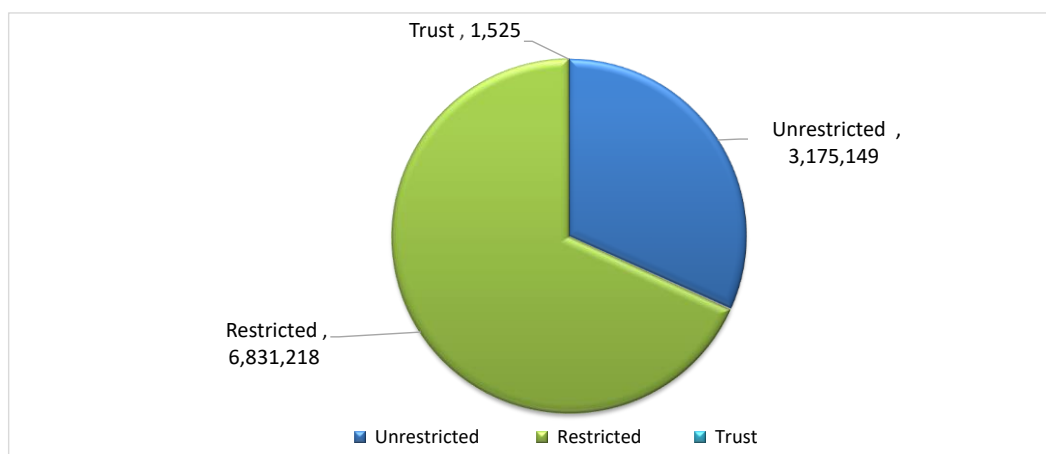
**KEY INFORMATION**

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 bank 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.

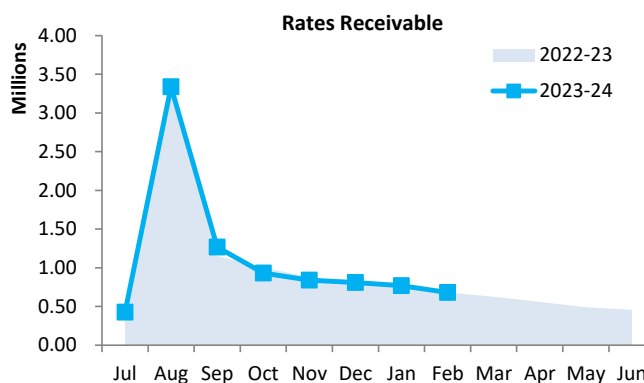




**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 3**  
**RECEIVABLES**

Rates receivable	30 June 2023	29 Feb 2024
	\$	\$
Opening arrears previous years	556,973	457,888
Levied this year	3,052,549	3,439,709
Less - collections to date	(3,151,634)	(3,216,159)
<b>Equals current outstanding</b>	<b>457,888</b>	<b>681,438</b>
<b>Net rates collectable</b>	<b>457,888</b>	<b>681,438</b>
% Collected	87.3%	82.5%

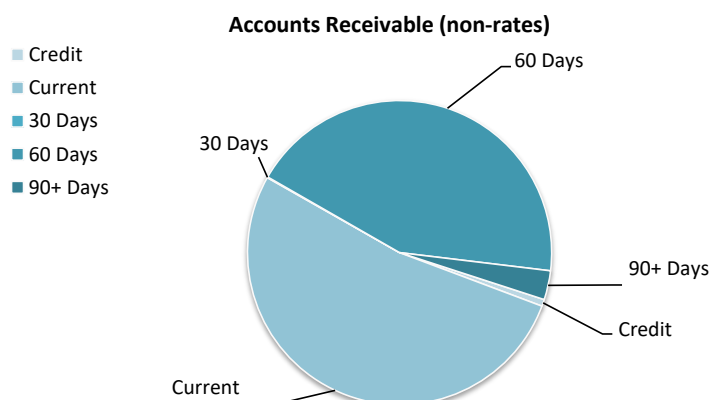


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,767)	127,968	194	106,373	7,534	240,302
Percentage	(0.7%)	53.3%	0.1%	44.3%	3.1%	
<b>Balance per trial balance</b>						
Sundry receivable						240,302
GST receivable						107,812
Increase in Allowance for impairment of receivables from contracts with customers						(25,012)
Rates Pensioner Rebate Allowed/Received						2,154
<b>Total receivables general outstanding</b>						<b>325,257</b>

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 29 FEBRUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 4**  
**OTHER CURRENT ASSETS**

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 29 Feb 2024
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Fuel, Oils and Materials on Hand	8,639	0	0	8,639
<b>Other current assets</b>				
Accrued income	20,750	0	0	20,750
<b>Total other current assets</b>	<b>29,389</b>	<b>0</b>	<b>0</b>	<b>29,389</b>
<b>Amounts shown above include GST (where applicable)</b>				

**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 29 FEBRUARY 2024

## OPERATING ACTIVITIES

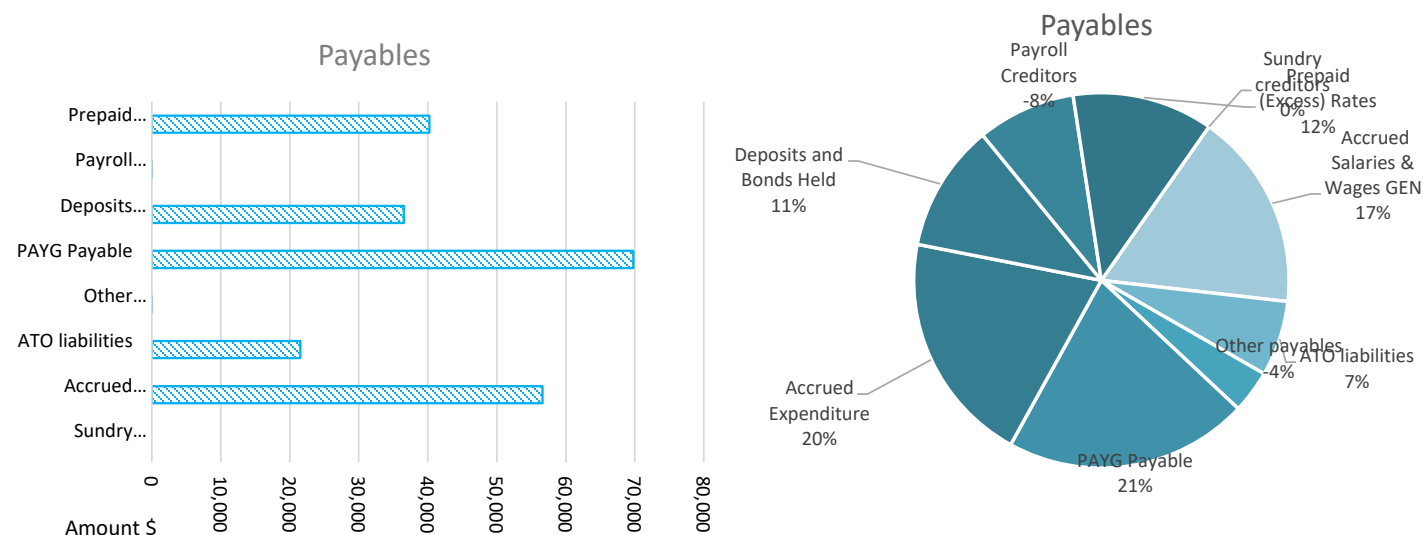
## NOTE 5

## Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						0
Accrued Salaries & Wages GEN						56,633
ATO liabilities						21,516
Other payables						(12,240)
PAYG Payable						69,789
Accrued Expenditure						66,485
Deposits and Bonds Held						36,520
Payroll Creditors						(28,137)
Prepaid (Excess) Rates						40,249
<b>Total payables general outstanding</b>						<b>250,815</b>
<b>Amounts shown above include GST (where applicable)</b>						

## 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 29 FEBRUARY 2024

OPERATING ACTIVITIES

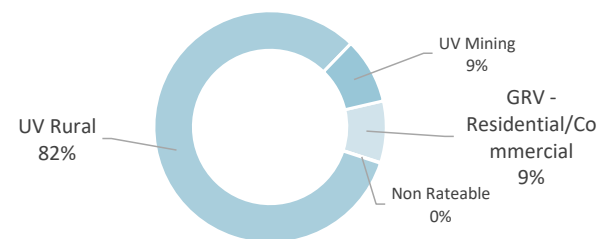
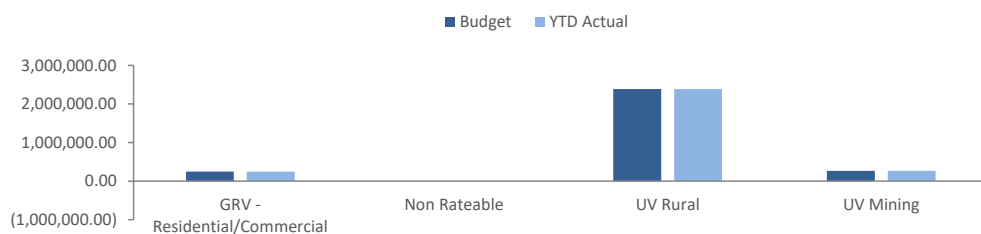
NOTE 6

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				\$	\$	\$	\$	\$	\$	\$	\$
<b>General Rate</b>											
<b>Gross rental valuations</b>											
GRV - Residential/Commercial	0.088342	268	2,799,272	247,293	0.00	0.00	247,293.00	247,293	962	1,214	249,470
Non Rateable	0.000000	137	494,713	0	0.00	0.00	0.00	0	0	(2,380)	(2,380)
<b>Unimproved value</b>											
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	1,968	41	265,652
<b>Sub-Total</b>		<b>644</b>	<b>109,206,551</b>	<b>2,898,274</b>	<b>0</b>	<b>0</b>	<b>2,898,274</b>	<b>2,898,274</b>	<b>650</b>	<b>1,502</b>	<b>2,900,427</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental valuations</b>											
GRV - Residential/Commercial	339	46	27,993	15,594	0	0	15,594	15,594	50	0	15,644
<b>Unimproved value</b>											
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
<b>Sub-total</b>		<b>65</b>	<b>89,567</b>	<b>26,163</b>	<b>0</b>	<b>0</b>	<b>26,163</b>	<b>26,163</b>	<b>50</b>	<b>0</b>	<b>26,213</b>
		<b>709</b>	<b>109,296,118</b>	<b>2,924,437</b>	<b>0</b>	<b>0</b>	<b>2,924,437</b>	<b>2,924,437</b>	<b>700</b>	<b>1,502</b>	<b>2,926,640</b>
Discount							(35,000)				(34,866)
<b>Amount from general rates</b>							<b>2,889,437</b>				<b>2,891,774</b>
Rates Written Off							(19,500)				(18,166)
Ex-gratia rates		0	0	10,206	0.00	0.00	10,206				0
<b>Total general rates</b>							<b>2,880,143</b>				<b>2,873,607</b>

KEY INFORMATION

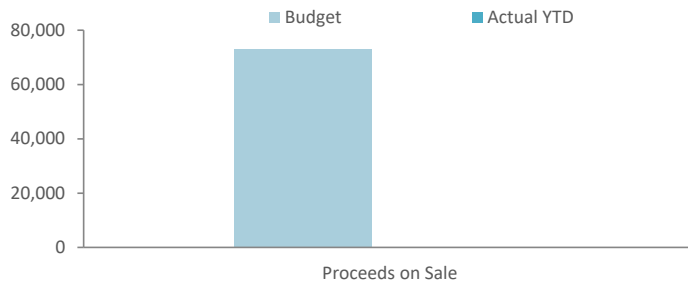
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2023 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability 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 29 FEBRUARY 2024**

**OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS**

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



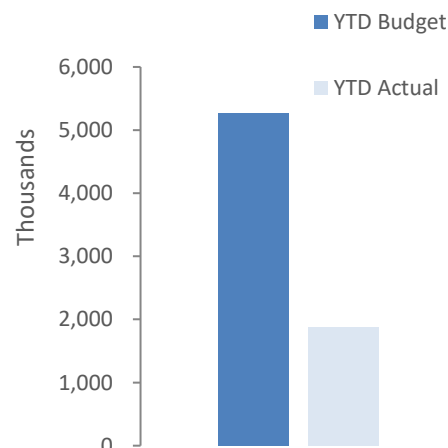
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

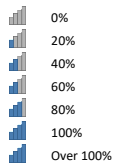
	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
<b>Capital acquisitions</b>					
		\$	\$	\$	\$
Land and Buildings	1,271,787	1,271,787	882,658	<b>323,498</b>	(559,160)
Furniture and equipment	0	0	0	<b>0</b>	0
Plant and equipment	510,000	510,000	306,000	<b>60,803</b>	(245,197)
Infrastructure - roads	2,720,000	2,720,000	2,082,736	<b>1,064,260</b>	(1,018,476)
Infrastructure - Footpaths	74,650	74,650	41,465	<b>70,487</b>	29,022
Infrastructure - Drainage	30,000	30,000	18,000	<b>1,600</b>	(16,400)
Infrastructure - Parks & Ovals	201,640	236,640	216,638	<b>100,520</b>	(116,118)
Infrastructure - Sewerage	30,000	30,000	20,000	<b>0</b>	(20,000)
Infrastructure - Playground Equipment	12,318	12,318	12,318	<b>5,103</b>	(7,215)
Infrastructure - Other	206,857	211,857	211,850	<b>128,597</b>	(83,253)
Infrastructure - Airfields	163,356	163,356	163,350	<b>127,916</b>	(35,434)
<b>Payments for Capital Acquisitions</b>	<b>5,220,608</b>	<b>5,260,608</b>	<b>3,955,015</b>	<b>1,882,785</b>	<b>(2,072,230)</b>
<b>Capital Acquisitions Funded By:</b>					
		\$	\$	\$	\$
Capital grants and contributions	3,489,854	3,494,854	2,205,514	<b>2,220,755</b>	15,241
Other (disposals & C/Fwd)	73,000	73,000	0	<b>0</b>	0
Cash backed reserves					
Future Fund Grants (Interest) Reserve	0	10,000	0	<b>0</b>	0
Unspent Loans Reserve	0	101,640	0	<b>0</b>	0
Morawa-Yalgoo Road Maintenance Reserve	0	30,000	0	<b>0</b>	0
Insurance Works Reserve	0	175,000	0	<b>0</b>	0
Contribution - operations	<b>1,657,754</b>	<b>1,376,114</b>	<b>1,749,501</b>	<b>(337,969)</b>	(2,087,470)
<b>Capital funding total</b>	<b>5,220,608</b>	<b>5,260,608</b>	<b>3,955,015</b>	<b>1,882,785</b>	<b>(2,072,230)</b>

**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
<b>Buildings</b>						
Land & Buildings Renewal - Other Culture		(8,000)	(4,040)	(4,040)	(4,040)	0
Purchase Land & Buildings		(70,000)	(73,960)	(49,304)	(79,840)	(30,536)
Old Roads Board Building - Storage, entrance, water tank		(221,430)	(221,430)	(221,418)	(99,422)	121,996
Recreation Centre - Renewals		(700,000)	(700,000)	(388,880)	0	388,880
Purchase Land and Buildings		(20,000)	(20,000)	(11,105)	0	11,105
Caravan Park Disabled Toilets Addition		(152,357)	(152,357)	(152,356)	(140,029)	12,327
Admin Office Upgrade/Renewal		(100,000)	(100,000)	(55,555)	0	55,555
		(1,271,787)	(1,271,787)	(882,658)	(323,498)	559,160
<b>Plant &amp; Equipment</b>						
Purchase Plant & Equipment - Road Plant Purchases		(510,000)	(510,000)	(306,000)	(60,803)	245,197
		(510,000)	(510,000)	(306,000)	(60,803)	245,197
<b>Furniture &amp; Equipment</b>						
Purchase Furniture & Equipment Administration		0	0	0	0	0
		0	0	0	0	0
<b>Infrastructure Other</b>						
Canna - Fire Water Tank		0	0	0	(3,557)	(3,557)
Gutha - Fire Water Tank		0	0	0	(1,978)	(1,978)
Cemetery Entrance Road & Carpark		(96,857)	(96,857)	(96,855)	(113,103)	(16,248)
Street Lights - Townsite Roads		(110,000)	(110,000)	(109,995)	(34)	109,961
Other Infrastructure - Fire Prevention		0	(5,000)	(5,000)	(9,926)	(4,926)
Caravan Park - Landscaping		0	0	0	0	0
		(206,857)	(211,857)	(211,850)	(128,597)	83,253
<b>Infrastructure Sewerage</b>						
Sewerage Upgrade		(30,000)	(30,000)	(20,000)	0	20,000
		(30,000)	(30,000)	(20,000)	0	20,000
<b>Infrastructure Parks &amp; Ovals</b>						
Electric Vehicle Charging Stations		(50,000)	(50,000)	(49,998)	(25,356)	24,642
Netball Courts - Shed Replacement		(101,640)	(101,640)	(101,640)	(70,864)	30,776
Tennis Club - Renewals		0	(35,000)	(15,000)	(4,300)	10,700
Purchase Infrastructure parks & Gardens		(50,000)	(50,000)	(50,000)	0	50,000
		(201,640)	(236,640)	(216,638)	(100,520)	116,118
<b>Infrastructure Roads</b>						
Morawa Yalgoo Road		(300,000)	(300,000)	(300,000)	0	300,000
Nanekine Road		0	0	0	(100)	(100)
Morawa Yalgoo Road		(450,000)	(450,000)	(449,996)	(528,622)	(78,626)
Nanekine Road		(450,000)	(450,000)	(449,991)	(147,443)	302,549
Black Spot Evaside Rd Expenditure		0	0	0	(12,188)	(12,188)
State Freight Network		(1,000,000)	(1,000,000)	(555,550)	0	555,550
Gutha East Road		0	0	0	0	0
Morawa South Road		0	0	0	0	0
Gutha West Rd		(100,000)	(100,000)	(49,999)	(75,519)	(25,520)
White Road - Gravel Resheeting		(100,000)	(100,000)	(99,990)	(114,892)	(14,902)
Norton Road		(100,000)	(100,000)	(55,550)	(44,768)	10,782
Stephens Road		0	0	0	0	0
Collins Road		(100,000)	(100,000)	(55,550)	(93,806)	(38,256)
White Avenue		0	0	0	0	0
Sign Renewals		(20,000)	(20,000)	(11,110)	0	11,110
Main Street Lighting Upgrade		0	0	0	0	0
Townsite Roads		(100,000)	(100,000)	(30,000)	(46,923)	(16,923)
Kerbing Construction - Townsite Roads		(50,000)	(50,000)	(25,000)	0	25,000
		(2,720,000)	(2,720,000)	(2,082,736)	(1,064,260)	1,018,476
<b>Infrastructure Footpaths</b>						
Granville Street - Footpath		(74,650)	(74,650)	(41,465)	(70,487)	(29,022)
		(74,650)	(74,650)	(41,465)	(70,487)	(29,022)
<b>Infrastructure Drainage</b>						
Drainage Construction		(30,000)	(30,000)	(18,000)	(1,600)	16,400
		0	0	0	0	0
		(30,000)	(30,000)	(18,000)	(1,600)	16,400
<b>Infrastructure - Playground Equipment</b>						
Purchase Playground Equipment		(12,318)	(12,318)	(12,318)	(5,103)	7,215
		(12,318)	(12,318)	(12,318)	(5,103)	7,215
<b>Infrastructure Aerodrome</b>						
Community Stewardship Grant Exp - Airport Vermin Fencing		0	0	0	(716)	(716)
Aerodrome - Vermin Proof Fence		(163,356)	(163,356)	(163,350)	(127,201)	36,149
		(163,356)	(163,356)	(163,350)	(127,916)	35,434
		(5,220,608)	(5,260,608)	(3,955,015)	(1,882,785)	2,072,230

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

## 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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>										
24 Harley Street - Staff Housing	136	249,285	0	0	7,818	15,789	241,468	233,496	6,666	11,443
<b>Recreation and culture</b>										
Netball Courts Redevelopment	139	169,944	0	0	6,159	12,367	163,785	157,577	2,562	3,910
<b>Total</b>		419,229	0	0	13,976	28,156	405,253	391,073	9,228	15,353
Current borrowings			28,156				14,180			
Non-current borrowings			391,073				391,073			
			419,229				405,253			

All debenture repayments were financed by general purpose revenue.

## Unspent borrowings

Particulars		Date Borrowed	Unspent Balance 30/06/2023	Expended During Year	Unspent Balance 29 Feb 2024
			\$	\$	\$
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 29 FEBRUARY 2024**

**FINANCING ACTIVITIES**  
**NOTE 10**  
**LEASE LIABILITIES**

The Shire has no lease liabilities to report as at 29 February 2024

**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 29 FEBRUARY 2024**

**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	3,356	0	0	0	0	243,772	243,328
Plant Replacement Reserve	594,395	9,500	8,313	0	0	0	0	603,895	602,708
Capital Works Reserve	490,210	6,600	6,856	50,000	0	0	0	546,810	497,066
Community & Economic Development Reserve	1,284,516	19,000	20,968	0	0	0	0	1,303,516	1,305,484
Sewerage Reserve	389,246	5,200	5,444	60,000	0	0	0	454,446	394,689
Future Fund Grants (Interest) Reserve	230,280	21,200	30,117	0	0	(10,000)	0	241,480	260,396
Future Fund (Principal) Reserve	2,046,821	10,100	10,995	0	0	0	0	2,056,921	2,057,816
Aged Care Units (Excl. 1-4) Reserve	269,011	4,000	3,762	10,000	0	0	0	283,011	272,773
Unspent Loans Reserve	101,640	0	0	0	0	(101,640)	0	(0)	101,640
Legal Fees Reserve	36,661	420	512	10,000	0	0	0	47,081	37,173
Emergency Response Reserve	262,087	4,200	3,665	0	0	0	0	266,287	265,752
Aged Care Units 1-4 (JVA) Reserve	72,095	1,200	1,008	0	0	0	0	73,295	73,103
Swimming Pool Reserve	122,715	1,700	1,716	20,000	0	0	0	144,415	124,431
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	2,124	20,000	0	0	0	173,477	154,001
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
	<b>6,732,381</b>	<b>88,520</b>	<b>98,837</b>	<b>170,000</b>	<b>0</b>	<b>(316,640)</b>	<b>0</b>	<b>6,674,261</b>	<b>6,831,218</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**OPERATING ACTIVITIES**  
**NOTE 12**  
**OTHER CURRENT LIABILITIES**

		Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
<b>Other current liabilities</b>	<b>Note</b>	<b>1 July 2023</b>				<b>29 Feb 2024</b>
		\$		\$	\$	\$
<b>Other liabilities</b>						
- Contract liabilities		274,221	0	0	(274,221)	0
<b>Total other liabilities</b>		274,221	0	0	(274,221)	0
<b>Provisions</b>						
Provision for annual leave		156,384	0	0	0	156,384
Provision for long service leave		157,547	0	0	0	157,547
<b>Total Provisions</b>		313,931	0	0	0	313,931
<b>Total other current liabilities</b>		<b>588,152</b>	<b>0</b>	<b>0</b>	<b>(274,221)</b>	<b>313,931</b>
<b>Amounts shown above include GST (where applicable)</b>						

**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 29 FEBRUARY 2024**

**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
	\$	\$	\$	\$	\$	\$
<b>Grants, contributions and subsidies</b>						
<b>General purpose funding</b>						
Grants- FAGS WALGGC - General	80,823	80,823	60,615	80,823	15,224	45,392
Grants- FAGS WALGGC - Local Roads	40,428	40,428	30,321	40,428	3,507	26,814
<b>Law, order, public safety</b>						
Grant - ESL BFB Operating Grant	21,590	21,590	16,191	21,590	2,582	13,610
Grant - YES Cadets	5,360	5,360	2,680	5,360	(2,680)	5,360
<b>Education and welfare</b>						
Grant - Youth Events	5,000	5,000	3,000	5,000	(10,364)	13,364
Other Income	2,000	2,000	1,328	2,000	1,328	0
<b>Community amenities</b>						
Grants Income	20,000	20,000	20,000	20,000	20,000	0
Drummuster Contribution	250	250	0	250	0	0
Grant Income	200,000	200,000	200,000	200,000	0	200,000
Community Benefit Contribution	20,000	20,000	15,000	20,000	0	15,000
Grant DMIRS Income - Charge Up	19,000	19,000	19,000	19,000	(481)	19,481
Event Income - Other Culture	1,000	1,000	664	1,000	664	0
<b>Recreation and culture</b>						
Grant Income - Arts & Culture Plan GEN	25,000	25,000	18,750	25,000	(6,250)	25,000
Grant - NAIDOC week	2,000	2,000	0	2,000	0	0
Australia Day Grant	2,000	2,000	1,328	2,000	1,328	0
<b>Transport</b>						
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	50,000	100,000	(24,698)	74,698
Flood Damage Reimbursements	500,000	500,000	250,000	500,000	250,000	0
Road Maintenance Contribution	55,000	55,000	27,500	55,000	19,100	8,400
<b>Other property and services</b>						
Income related to Unclassified	1,000	1,000	664	1,000	664	0
<b>TOTALS</b>	<b>1,271,451</b>	<b>1,271,451</b>	<b>883,041</b>	<b>1,271,451</b>	<b>435,923</b>	<b>447,118</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**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
	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>						
<b>Law, order, public safety</b>						
Grant - Dept Water & Environment	0	5,000	5,000	5,000	(139,444)	144,444
<b>Community amenities</b>						
Grants - LRCIP GEN	266,041	266,041	177,360	266,041	54,327	123,033
RAC Reconnect Project Grant	0	0	0	20,000	(40,000)	40,000
<b>Recreation and culture</b>						
Grant - LRCIP - Old Roads Board Building	258,340	258,340	172,224	258,340	78,117	94,107
Grant - Non Operating Contributions	500,000	500,000	214,287	500,000	(285,713)	500,000
Grant - Income - LRCIP	0	0	0	0	(217,597)	217,597
<b>Transport</b>						
Grant - Regional Road Group - Road Projects	800,000	800,000	800,000	800,000	319,097	480,903
Grant - Roads to Recovery	400,000	400,000	120,000	400,000	(173,539)	293,539
Grant - Black Spot Income	0	0	0	0	(12,000)	12,000
Grant - WA Bicycle Network	37,325	37,325	37,325	37,325	29,860	7,465
MWSGF	1,000,000	1,000,000	500,000	1,000,000	500,000	0
Grant - Airstrip Upgrade	81,678	81,678	81,678	81,678	51,977	29,701
Grant R2R Income - Construction	0	0	0	400,000	0	0
Grant LRCI Income - Construction	0	0	0	0	(138,066)	138,066
<b>Economic services</b>						
Grant - LRCIP - Tourism & Area Development. GEN	146,470	146,470	97,640	146,470	(42,259)	139,899
	<b>3,489,854</b>	<b>3,494,854</b>	<b>2,205,514</b>	<b>3,914,854</b>	<b>(15,241)</b>	<b>2,220,755</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**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	Amount	Amount	Closing Balance
	1 July 2023	Received	Paid	29 Feb 2024
	\$	\$	\$	\$
Drug Action Group	660	0	0	<b>660</b>
Youth Fund Raising	865	0	0	<b>865</b>
BRB/BCITF	172	0	(172)	<b>0</b>
	<b>1,697</b>	<b>0</b>	<b>(172)</b>	<b>1,525</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**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			Explanation of positive variances		Explanation of negative variances	
	Var. \$	Var. %	Timing	Permanent	Timing	Permanent
<b>Revenue from operating activities</b>						
General purpose funding - other	37,818	17.50%	▲	Interest received is expected to be higher than budgeted.	Ex-gratia rates and rates legal fees are all tracking lower than budgeted.	
Recreation and culture	18,532	26.80%	▲	Grant Income for an Arts & Culture Plan has been received before expected in the budget. Swimming pool admission income is trending higher than budget expectations.		
Transport	(460,501)	(62.52%)	▼		Road Maintenance Grants & Contributions budgeted for in October 23 not yet received.	
<b>Expenditure from operating activities</b>						
Governance	43,708	12.28%	▲	The phasing of various Governance expenditure budgets differ from actuals.		
General purpose funding	27,715	13.15%	▲	The phasing of various budgets for the Rates sub program differ from actuals.		
Health	46,257	35.42%	▲	Environmental Health Officer expenditure tracking lower than budgeted and the phasing of various Other Health expenditure budgets differs from actuals.		
Education and welfare	19,307	12.55%	▲	Community Development Officer position not filled for the whole year.		
Housing	27,445	16.20%	▲	Other Housing & Aged Housing expenditure is tracking lower than budgeted.		
Community amenities	67,702	13.25%	▲	Budgeted Town Clean Day expenditure not yet to happen. Domestic Refuse Collection costs under budget.		
Transport	661,061	30.56%	▲	Depreciation expense expected to be less than budget following the fair value valuations that occurred as at 30 June 2023.	Actual expenditure on budgeted flood damage works is running behind schedule.	
Other property and services	(47,594)	(20.08%)	▼		The budget phasing of Public Work Overhead expenditure is tracking higher than actual expenditure.	
<b>Investing activities</b>						
Payments for Infrastructure	1,267,873	45.83%	▲	Payments for Infrastructure are tracking lower than budgeted due to phasing.		
Payments for property, plant and equipment	804,357	67.67%	▲	Payments for property, plant and equipment are tracking lower than budgeted due to phasing.		
<b>Financing activities</b>						
Transfer to reserves	(39,861)	(67.59%)	▼		Transfer to reserves general occur at the end of the year.	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**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
				\$	\$	\$	\$
	<b>Budget adoption</b>		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)
							(77,248)
				<b>0</b>	<b>24,712</b>	<b>(101,960)</b>	<b>(77,248)</b>





**Shire of Morawa**  
**SCHEDULE 02 - GENERAL FUND SUMMARY**  
**Financial Statement for Period Ended**  
**29 February 2024**

	2023-24 Adopted Budget		2023-24 Amended Budget		2023-24 YTD Budget		2023-24 YTD Actuals	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING</b>								
General Purpose Funding	3,197,904	316,323	3,179,904	316,323	3,105,476	210,700	3,145,630	182,985
Governance	525	545,801	925	545,801	616	355,804	1,579	312,096
Law, Order, Public Safety	32,950	174,139	37,950	174,139	29,401	111,671	171,099	120,201
Health	9,050	196,663	9,050	196,663	4,696	130,597	4,212	84,340
Education & Welfare	10,500	225,990	10,500	225,990	6,656	153,834	14,834	134,527
Housing	96,000	247,717	96,000	247,717	63,866	169,376	55,907	141,931
Community Amenities	1,033,871	916,604	1,045,223	916,604	946,022	511,010	897,838	443,308
Recreation & Culture	851,840	1,515,770	851,840	1,555,770	455,667	1,049,559	899,392	1,034,256
Transport	3,509,630	3,317,171	3,509,630	3,317,171	2,275,555	2,163,034	1,237,726	1,501,973
Economic Services	398,570	732,708	402,570	732,708	269,640	494,660	302,952	453,577
Other Property & Services	88,500	201,724	88,500	201,724	59,062	237,080	67,889	284,674
<b>TOTAL - OPERATING</b>	<b>9,229,340</b>	<b>8,390,610</b>	<b>9,232,092</b>	<b>8,430,610</b>	<b>7,216,657</b>	<b>5,587,325</b>	<b>6,799,058</b>	<b>4,693,869</b>
<b>CAPITAL</b>								
General Purpose Funding	0	10,420	0	10,420	0	280	0	512
Governance	0	0	0	0	0	0	0	168
Law, Order, Public Safety	0	0	0	5,000	0	5,000	0	15,460
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	63,288	0	92,428
Community Amenities	0	213,657	0	213,657	0	121,383	0	120,671
Recreation & Culture	101,640	1,177,455	101,640	1,208,495	0	850,605	0	216,960
Transport	30,000	3,641,706	30,000	3,641,706	0	2,741,779	0	1,337,079
Economic Services	10,000	202,657	10,000	202,657	0	185,876	0	202,109
Other Property & Services	175,000	160,400	175,000	160,400	0	62,483	0	10,212
<b>TOTAL - CAPITAL</b>	<b>316,640</b>	<b>5,507,284</b>	<b>316,640</b>	<b>5,547,284</b>	<b>0</b>	<b>4,030,694</b>	<b>0</b>	<b>1,995,599</b>
	<b>9,545,980</b>	<b>13,897,894</b>	<b>9,548,732</b>	<b>13,977,894</b>	<b>7,216,657</b>	<b>9,618,019</b>	<b>6,799,058</b>	<b>6,689,467</b>
Less Depreciation Written Back		(2,150,541)		(2,150,541)		(1,433,640)		(1,280,972)
Less Profit/Loss Written Back	(10,427)	0	(10,427)	0	(6,252)	0	0	0
Less Movement in Leave Reserve		(3,800)		(3,800)		(3,800)		(3,356)
Plus Proceeds from Sale of Assets	73,000		73,000		0		0	
<b>TOTAL REVENUE &amp; EXPENDITURE</b>	<b>9,608,553</b>	<b>11,743,553</b>	<b>9,611,305</b>	<b>11,823,553</b>	<b>7,210,405</b>	<b>8,180,579</b>	<b>6,799,058</b>	<b>5,405,139</b>
Surplus/Deficit July 1st B/Fwd	2,135,000		2,135,000		2,135,000		2,481,613	
	<b>11,743,553</b>	<b>11,743,553</b>	<b>11,746,305</b>	<b>11,823,553</b>	<b>9,345,405</b>	<b>8,180,579</b>	<b>9,280,672</b>	<b>5,405,139</b>
Surplus/Deficit C/Fwd		0		(77,248)		1,164,826		3,875,533
	<b>11,743,553</b>	<b>11,743,553</b>	<b>11,746,305</b>	<b>11,746,305</b>	<b>9,345,405</b>	<b>9,345,405</b>	<b>9,280,672</b>	<b>9,280,672</b>

**Shire of Morawa**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Rates		257,510		257,510		171,500		147,032
Other General Purpose Funding		58,813		58,813		39,200		35,953
<b><u>OPERATING REVENUE</u></b>								
Rates	2,970,133		2,952,133		2,943,532		2,917,334	
Other General Purpose Funding	227,771		227,771		161,944		228,296	
<b>SUB-TOTAL</b>	<b>3,197,904</b>	<b>316,323</b>	<b>3,179,904</b>	<b>316,323</b>	<b>3,105,476</b>	<b>210,700</b>	<b>3,145,630</b>	<b>182,985</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Rates		0		0		0		0
Other General Purpose Funding		10,420		10,420		280		512
<b><u>CAPITAL REVENUE</u></b>								
Rates	0		0		0		0	
Other General Purpose Funding	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>10,420</b>	<b>0</b>	<b>10,420</b>	<b>0</b>	<b>280</b>	<b>0</b>	<b>512</b>
<b>TOTAL -</b>	<b>3,197,904</b>	<b>326,743</b>	<b>3,179,904</b>	<b>326,743</b>	<b>3,105,476</b>	<b>210,980</b>	<b>3,145,630</b>	<b>183,498</b>

**Shire of Morawa**  
**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Members of Council		452,801		452,801		304,156		269,318
Governance General		93,000		93,000		51,648		42,778
<b><u>OPERATING REVENUE</u></b>								
Members of Council	25		25		16		127	
Governance General	500		900		600		1,452	
<b>SUB-TOTAL</b>	<b>525</b>	<b>545,801</b>	<b>925</b>	<b>545,801</b>	<b>616</b>	<b>355,804</b>	<b>1,579</b>	<b>312,096</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Members of Council		0		0		0		168
Governance General		0		0		0		0
<b><u>CAPITAL REVENUE</u></b>								
Members of Council	0		0		0		0	
Governance General	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>168</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>525</b>	<b>545,801</b>	<b>925</b>	<b>545,801</b>	<b>616</b>	<b>355,804</b>	<b>1,579</b>	<b>312,264</b>

**Shire of Morawa**  
**SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Fire Prevention		115,213		115,213		72,415		82,727
Animal Control		54,749		54,749		36,480		35,361
Other Law, Order & Public Safety		4,177		4,177		2,776		2,113
<b><u>OPERATING REVENUE</u></b>								
Fire Prevention	30,950		35,950		27,871		167,414	
Animal Control	2,000		2,000		1,530		3,686	
Other Law, Order & Public Safety	0		0		0		0	
<b>SUB-TOTAL</b>	<b>32,950</b>	<b>174,139</b>	<b>37,950</b>	<b>174,139</b>	<b>29,401</b>	<b>111,671</b>	<b>171,099</b>	<b>120,201</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Fire Prevention		0		5,000		5,000		15,460
Animal Control		0		0		0		0
Other Law, Order & Public Safety		0		0		0		0
<b><u>CAPITAL REVENUE</u></b>								
Fire Prevention	0		0		0		0	
Animal Control	0		0		0		0	
Other Law, Order & Public Safety	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>15,460</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>32,950</b>	<b>174,139</b>	<b>37,950</b>	<b>179,139</b>	<b>29,401</b>	<b>116,671</b>	<b>171,099</b>	<b>135,661</b>

**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Preventative Services - Meat Inspection		350		350		232		0
Preventative Services - Inspections & Admin		41,738		41,738		27,816		9,567
Preventative Services - Pest Control		6,361		6,361		4,995		2,074
Other Health		148,214		148,214		97,554		72,699
<b><u>OPERATING REVENUE</u></b>								
Preventative Services - Meat Inspection	350		350		232		0	
Preventative Services - Inspections & Admin	700		700		464		291	
Preventative Services - Pest Control	0		0		0		0	
Other Health	8,000		8,000		4,000		3,921	
<b>SUB-TOTAL</b>	<b>9,050</b>	<b>196,663</b>	<b>9,050</b>	<b>196,663</b>	<b>4,696</b>	<b>130,597</b>	<b>4,212</b>	<b>84,340</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
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
<b><u>CAPITAL REVENUE</u></b>								
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	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>9,050</b>	<b>196,663</b>	<b>9,050</b>	<b>196,663</b>	<b>4,696</b>	<b>130,597</b>	<b>4,212</b>	<b>84,340</b>

**Shire of Morawa**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Other Education		6,731		6,731		5,480		4,256
Care of Families & Children		60,516		60,516		40,312		49,698
Other Welfare		158,743		158,743		108,042		80,573
<b><u>OPERATING REVENUE</u></b>								
Other Education	0		0		0		0	
Care of Families & Children	3,500		3,500		2,328		1,400	
Other Welfare	7,000		7,000		4,328		13,434	
<b>SUB-TOTAL</b>	<b>10,500</b>	<b>225,990</b>	<b>10,500</b>	<b>225,990</b>	<b>6,656</b>	<b>153,834</b>	<b>14,834</b>	<b>134,527</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Other Education		0		0		0		0
Care of Families & Children		0		0		0		0
Other Welfare		0		0		0		0
<b><u>CAPITAL REVENUE</u></b>								
Other Education	0		0		0		0	
Care of Families & Children	0		0		0		0	
Other Welfare	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>10,500</b>	<b>225,990</b>	<b>10,500</b>	<b>225,990</b>	<b>6,656</b>	<b>153,834</b>	<b>14,834</b>	<b>134,527</b>

**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Staff Housing		94,361		94,361		65,117		69,292
Other Housing		96,856		96,856		65,647		42,887
Aged Housing		56,500		56,500		38,612		29,752
<b><u>OPERATING REVENUE</u></b>								
Staff Housing	11,000		11,000		7,320		13,841	
Other Housing	17,000		17,000		11,242		11,588	
Aged Housing	68,000		68,000		45,304		30,478	
<b>SUB-TOTAL</b>	<b>96,000</b>	<b>247,717</b>	<b>96,000</b>	<b>247,717</b>	<b>63,866</b>	<b>169,376</b>	<b>55,907</b>	<b>141,931</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Staff Housing		85,789		89,749		59,824		87,657
Other Housing		0		0		0		0
Aged Housing		15,200		15,200		3,464		4,770
<b><u>CAPITAL REVENUE</u></b>								
Staff Housing	0		0		0		0	
Other Housing	0		0		0		0	
Aged Housing	0		0		0		0	
<b>SUB-TOTAL</b>	<b>0</b>	<b>100,989</b>	<b>0</b>	<b>104,949</b>	<b>0</b>	<b>63,288</b>	<b>0</b>	<b>92,428</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>96,000</b>	<b>348,706</b>	<b>96,000</b>	<b>352,666</b>	<b>63,866</b>	<b>232,664</b>	<b>55,907</b>	<b>234,359</b>



**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Sanitation - Household Refuse		270,178		270,178		180,160		139,122
Sanitation - Other		301,489		301,489		100,139		47,401
Sewerage		130,056		130,056		88,430		122,852
Urban Stormwater Drainage		9,500		9,500		6,320		0
Town Planning & Regional Development		70,329		70,329		46,872		34,652
Other Community Amenities		135,052		135,052		89,089		99,281
<b><u>OPERATING REVENUE</u></b>								
Sanitation - Household Refuse	136,176		136,176		135,668		134,271	
Sanitation - Other	289,370		300,722		300,336		293,368	
Sewerage	290,482		290,482		289,810		286,057	
Town Planning & Regional Development	7,500		7,500		5,000		1,134	
Other Community Amenities	310,343		310,343		215,208		183,008	
<b>SUB-TOTAL</b>	<b>1,033,871</b>	<b>916,604</b>	<b>1,045,223</b>	<b>916,604</b>	<b>946,022</b>	<b>511,010</b>	<b>897,838</b>	<b>443,308</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Sanitation - Household Refuse		21,600		21,600		1,064		2,124
Sewerage		95,200		95,200		23,464		5,444
Urban Stormwater Drainage		0		0		0		0
Other Community Amenities		96,857		96,857		96,855		113,103
<b><u>CAPITAL REVENUE</u></b>								
<b>SUB-TOTAL</b>	<b>0</b>	<b>213,657</b>	<b>0</b>	<b>213,657</b>	<b>0</b>	<b>121,383</b>	<b>0</b>	<b>120,671</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>1,033,871</b>	<b>1,130,261</b>	<b>1,045,223</b>	<b>1,130,261</b>	<b>946,022</b>	<b>632,393</b>	<b>897,838</b>	<b>563,979</b>

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING EXPENDITURE</b>								
Public Halls and Civic Centres		169,776		169,776		118,675		110,579
Swimming Areas & Beaches		332,361		332,361		227,685		194,636
Other Recreation and Sport		845,265		885,265		590,439		632,787
TV and Radio Re-broadcasting		2,000		2,000		1,328		500
Libraries		26,104		26,104		17,392		12,481
Other Culture		140,264		140,264		94,040		83,274
<b>OPERATING REVENUE</b>								
Public Halls and Civic Centres	259,840		259,840		173,224		95,667	
Swimming Areas & Beaches	20,000		20,000		15,864		20,199	
Other Recreation and Sport	541,800		541,800		245,709		752,376	
TV and Radio Re-broadcasting	0		0		0		0	
Libraries	200		200		128		0	
Other Culture	30,000		30,000		20,742		31,150	
<b>SUB-TOTAL</b>	<b>851,840</b>	<b>1,515,770</b>	<b>851,840</b>	<b>1,555,770</b>	<b>455,667</b>	<b>1,049,559</b>	<b>899,392</b>	<b>1,034,256</b>
<b>CAPITAL EXPENDITURE</b>								
Public Halls and Civic Centres		221,430		221,430		221,418		99,422
Swimming Areas & Beaches		21,700		21,700		1,128		1,716
Other Recreation and Sport		926,325		961,325		624,019		111,781
TV and Radio Re-broadcasting		0		0		0		0
Libraries		0		0		0		0
Other Culture		8,000		4,040		4,040		4,040
<b>CAPITAL REVENUE</b>								
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	
<b>SUB-TOTAL</b>	<b>101,640</b>	<b>1,177,455</b>	<b>101,640</b>	<b>1,208,495</b>	<b>0</b>	<b>850,605</b>	<b>0</b>	<b>216,960</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>953,480</b>	<b>2,693,225</b>	<b>953,480</b>	<b>2,764,265</b>	<b>455,667</b>	<b>1,900,164</b>	<b>899,392</b>	<b>1,251,216</b>

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Construction Roads, Bridges and Depots		0		0		0		0
Maintenance Roads, Bridges and Depots		2,862,628		2,862,628		1,856,877		1,220,210
Plant Purchases		12,092		12,092		8,056		4,389
Transport Licensing		355,313		355,313		237,536		224,108
Aerodromes		87,138		87,138		60,565		53,266
<b><u>OPERATING REVENUE</u></b>								
Construction Roads, Bridges and Depots	2,237,325		2,237,325		1,457,325		931,973	
Maintenance Roads, Bridges and Depots	826,000		826,000		493,500		83,098	
Plant Purchases	10,427		10,427		6,252		0	
Transport Licensing	354,200		354,200		236,800		192,954	
Aerodromes	81,678		81,678		81,678		29,701	
<b>SUB-TOTAL</b>	<b>3,509,630</b>	<b>3,317,171</b>	<b>3,509,630</b>	<b>3,317,171</b>	<b>2,275,555</b>	<b>2,163,034</b>	<b>1,237,726</b>	<b>1,501,973</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Construction Roads, Bridges and Depots		2,958,850		2,958,850		2,266,101		1,140,047
Maintenance Roads, Bridges and Depots		0		0		0		0
Plant Purchases		519,500		519,500		312,328		69,116
Aerodromes		163,356		163,356		163,350		127,916
<b><u>CAPITAL REVENUE</u></b>								
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	
<b>SUB-TOTAL</b>	<b>30,000</b>	<b>3,641,706</b>	<b>30,000</b>	<b>3,641,706</b>	<b>0</b>	<b>2,741,779</b>	<b>0</b>	<b>1,337,079</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>3,539,630</b>	<b>6,958,877</b>	<b>3,539,630</b>	<b>6,958,877</b>	<b>2,275,555</b>	<b>4,904,813</b>	<b>1,237,726</b>	<b>2,839,052</b>

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Rural Services		18,401		18,401		12,240		6,116
Tourism & Area Promotion		357,699		357,699		240,713		217,936
Building Control		48,427		48,427		32,272		26,719
Other Economic Services		61,529		61,529		41,000		41,312
Economic Development		246,652		246,652		168,435		161,494
<b><u>OPERATING REVENUE</u></b>								
Tourism & Area Promotion	343,470		343,470		228,952		260,291	
Building Control	8,500		8,500		5,656		3,241	
Other Economic Services	25,000		25,000		16,664		16,944	
Economic Development	21,600		25,600		18,368		22,476	
<b>SUB-TOTAL</b>	<b>398,570</b>	<b>732,708</b>	<b>402,570</b>	<b>732,708</b>	<b>269,640</b>	<b>494,660</b>	<b>302,952</b>	<b>453,577</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Tourism & Area Promotion		152,357		152,357		152,356		140,029
Economic Development		50,300		50,300		33,520		62,080
<b><u>CAPITAL REVENUE</u></b>								
Economic Development	10,000		10,000		0		0	
<b>SUB-TOTAL</b>	<b>10,000</b>	<b>202,657</b>	<b>10,000</b>	<b>202,657</b>	<b>0</b>	<b>185,876</b>	<b>0</b>	<b>202,109</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>408,570</b>	<b>935,365</b>	<b>412,570</b>	<b>935,365</b>	<b>269,640</b>	<b>680,536</b>	<b>302,952</b>	<b>655,686</b>

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**29 February 2024**

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
	\$	\$	\$	\$	\$	\$	\$	\$
<b><u>OPERATING EXPENDITURE</u></b>								
Private Works		26,724		26,724		17,800		2,873
Public Works Overheads		0		0		(1,447)		273,768
Plant Operation Costs		0		0		14,697		30,202
Stock, Fuels and Oils		0		0		0		(23,819)
Administration		0		0		31,030		0
Unclassified		175,000		175,000		175,000		1,650
<b><u>OPERATING REVENUE</u></b>								
Private Works	35,000		35,000		23,328		34,839	
Public Works Overheads	1,000		1,000		750		0	
Plant Operation Costs	38,000		38,000		25,328		30,154	
Stock, Fuels and Oils	1,500		1,500		1,000		301	
Administration	12,000		12,000		7,992		2,595	
Unclassified	1,000		1,000		664		0	
<b>SUB-TOTAL</b>	<b>88,500</b>	<b>201,724</b>	<b>88,500</b>	<b>201,724</b>	<b>59,062</b>	<b>237,080</b>	<b>67,889</b>	<b>284,674</b>
<b><u>CAPITAL EXPENDITURE</u></b>								
Administration		160,400		160,400		62,483		10,212
<b><u>CAPITAL REVENUE</u></b>								
Administration	0		0		0		0	
<b>SUB-TOTAL</b>	<b>175,000</b>	<b>160,400</b>	<b>175,000</b>	<b>160,400</b>	<b>0</b>	<b>62,483</b>	<b>0</b>	<b>10,212</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>263,500</b>	<b>362,124</b>	<b>263,500</b>	<b>362,124</b>	<b>59,062</b>	<b>299,563</b>	<b>67,889</b>	<b>294,886</b>

**Shire of Morawa**  
**Bank Reconciliation Report**  
For Period Ending 29 February 2024

	Municipal Account	Municipal Online Saver	Trust Account	Reserve Account	Term Deposits - Reserves
<b>Balance as per Bank Statement</b>	607,362.97	2,572,143.59	1,525.11	4,731,218.23	2,100,000.00
<b>Balance as per General Ledger</b>	602,005.31	2,572,143.59	1,525.11	4,731,218.24	2,100,000.00
<b>Unpresented Payments</b>					
Unpresented Payments	-582.87				
Cheque 12055	-30.00				
Outstanding Superannuation Direct	-9,234.23				
<b>Outstanding Deposits</b>					
Outstanding Deposits	4,489.44				
<b>Difference</b>	602,005.31 0.00	2,572,143.59 0.00	1,525.11 0.00	4,731,218.23 0.01	2,100,000.00 0.00

**Shire of Morawa**  
**List of Payments Report**  
For Period Ending 29 February 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17661	02/02/2024	Australian Services Union	Payroll Deductions/Contributions	26.50	1
EFT17662	02/02/2024	Department of Human Services	Payroll Deductions/Contributions	458.83	1
EFT17663	14/02/2024	Rip-It Security Shredding	Monthly Fee - Archive Storage January 2024	104.50	1
EFT17664	14/02/2024	Department of Fire & Emergency Services	2022/23 BRM Planning - Unspent Funds	10,801.00	1
EFT17665	14/02/2024	Kats Rural	Various General Maintenance Items	2,575.44	1
EFT17666	14/02/2024	Morawa Drapery Store (MJ & BL Thornton Pty Ltd)	Uniform/Safety Clothing - Cleaner	101.85	1
EFT17667	14/02/2024	Morawa Traders	Sugar, Milk, Coffee for Depot	75.82	1
EFT17668	14/02/2024	Nutrien Ag Solutions	Brass Valve & Nipple, Oval grounds	249.77	1
EFT17669	14/02/2024	WesTrac Equipment Pty Ltd	2 x new batteries - P261	1,482.80	1
EFT17670	14/02/2024	Landgate	Online Shop January 2024 - Land/Title Documents	335.50	1
EFT17671	14/02/2024	McDonalds Wholesalers	UHT Milk - Chalets & Units	110.95	1
EFT17672	14/02/2024	Refuel Australia	Bulk Fuel Order - 10000L @ \$1.8745	19,080.32	1
EFT17673	14/02/2024	Canine Control	Ranger Services 29 Jan 2024 & 7 Feb 2024	2,108.94	1
EFT17674	14/02/2024	GH Country Courier	Freight from Geraldton to Depot	159.72	1
EFT17675	14/02/2024	WALGA	Elected member e-Learning Jan 2024	484.00	1
EFT17676	14/02/2024	TYRES4U PTY LTD	Supply 20 x NR-11R22.2 Double Coin RR99 Tyres	6,600.00	1
EFT17677	14/02/2024	Shire of Perenjori	CESM Shared Costs - Second Quarter, Oct - Dec 2023	3,834.96	1
EFT17678	14/02/2024	Local Government Professionals Australia WA	Finance Professionals Conference 2024	1,360.00	1
EFT17679	14/02/2024	Central West Pump Service	Repair Grundfos Pump (Oval)	5,331.70	1
EFT17680	14/02/2024	Logo Appointments WA	Recruitment & advertisement for CDO	3,903.52	1
EFT17681	14/02/2024	Artist's Chronicle	Advertising for Art Show 2024	3,880.00	1
EFT17682	14/02/2024	Total Toilets	Trailer Mounted Portable Toilet Hire & Service January 2024	1,998.69	1
EFT17683	14/02/2024	J Tagz Pty Ltd	Lifetime Dog Rego Tags & Setup	174.35	1
EFT17684	14/02/2024	Porter Consulting Engineers	Tennis Court Claim - works completed up to 26 Jan 2024	6,490.00	1
EFT17685	14/02/2024	Morawa IGA	Various IGA expenses for Dec 2023 & Jan 2024	1,757.37	1
EFT17686	14/02/2024	Officeworks	Various Stationary Items - Admin Office	304.33	1
EFT17687	14/02/2024	Great Southern Fuel Supplies	Fuel Card Purchases December 2023 & January 2024	398.42	1

**Shire of Morawa**  
**List of Payments Report**  
For Period Ending 29 February 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17688	14/02/2024	Department of Water and Environmental	Annual Licence Fee - Wastewater Treatment Plant	1,042.80	1
EFT17689	14/02/2024	DMIRS (Department of Mines, Industry	Building Services Levy up to Dec 2023	1,237.26	1
EFT17690	14/02/2024	Infinitum Technologies Pty Ltd	Monthly Fees - Various IT Support & licences	9,481.40	1
EFT17691	14/02/2024	Avon Waste	Monthly Fee - General Waste Services	7,068.60	1
EFT17692	14/02/2024	Boomerang	Backboard replacement & assembly - Wildflower park	5,480.00	1
EFT17693	14/02/2024	Southern Agri Fiduciary LTD	Refund on Rates Credit Balance	610.53	1
EFT17694	14/02/2024	Intelife Group Ltd	Mulching Various Roads January 2024	34,210.00	1
EFT17695	14/02/2024	Team Global Express	Freight charge ex Perth to Depot	141.32	1
EFT17696	14/02/2024	Breeze Connect Pty Ltd	Monthly Fee - Admin Office Lines	234.42	1
EFT17697	14/02/2024	Corsign WA Pty Ltd	New Street Name Plates & Signs	2,811.60	1
EFT17698	14/02/2024	Elisha Joy Major	Reimburse for Australia Day Event Items	223.97	1
EFT17699	14/02/2024	NodeOne	Monthly Fee - Wireless for Gym	119.00	1
EFT17700	14/02/2024	Resonline Pty Ltd	Monthly Fee - Room Manager January 2024	134.31	1
EFT17701	14/02/2024	Cohesis Pty Ltd	Monthly Fee - vCIO Service	2,200.00	1
EFT17702	14/02/2024	Rahul Ramabhadran	Refund of overpaid electricity account	165.27	1
EFT17703	14/02/2024	Midmech Pty Ltd	Major Service - DMax - P253	1,547.71	1
EFT17704	14/02/2024	LG Best Practices Pty Ltd	Rates Services - End of Month January 2024	3,176.25	1
EFT17705	14/02/2024	Midwest Bounce and Fun	Australia Day Inflatable Slides Hire	5,042.00	1
EFT17706	14/02/2024	Ann Wambui WANJIKU	Refund of Bond less final electricity account	380.41	1
EFT17707	14/02/2024	Midwest Auto Group	60000km service - P622	299.00	1
EFT17708	14/02/2024	Wallace Plumbing and Gas	Plumbing Maintenance - Caravan Park	143.00	1
EFT17709	14/02/2024	Bruce Perry Garden Design	Progress payment - Town Hall Paving	51,903.20	1
EFT17710	14/02/2024	Shine Lawyers	Bond Refund - Facility Hire	500.00	1
EFT17711	14/02/2024	Sugar Mama	Australia Day Event Catering	270.00	1
EFT17712	15/02/2024	Beam Super	Superannuation Batch 14 - Pay Run # 57	10,670.91	1
EFT17713	15/02/2024	Australian Services Union	Payroll Deductions/Contributions	26.50	1
EFT17714	15/02/2024	Department of Human Services	Payroll Deductions/Contributions	458.83	1
EFT17715	20/02/2024	North Midlands Electrical	Electrical maintenance - Various properties & facilities	2,241.80	1



**Shire of Morawa**  
**List of Payments Report**  
For Period Ending 29 February 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17716	20/02/2024	Sigma Chemicals	Chemicals - Sewerage Treatment	1,458.60	1
EFT17717	20/02/2024	Local Government Professionals Australia WA	Data Drives Decisions Project 2024	1,100.00	1
EFT17718	20/02/2024	Mitchell and Brown Communications	100 x Gym Access Key Fobs	403.43	1
EFT17719	20/02/2024	Team Global Express	Freight Charges	371.22	1
EFT17720	20/02/2024	Cleanpak Total Solutions	Cleaning Consumables bulk order	1,396.15	1
EFT17721	20/02/2024	Norwest Building Group	Netball Shed - Third Instalment - prior to construction	30,770.00	1
EFT17722	20/02/2024	Wallace Plumbing and Gas	Plumbing Maintenance - Aged Care Unit 5	331.77	1
EFT17723	20/02/2024	Rowe Contractors	Morawa Yalgoo Rd Upgrade - Instalment 2	259,710.00	1
EFT17724	20/02/2024	Edge Workshop	Screen Fencing 50% deposit - Cemetery	26,195.00	1
EFT17725	28/02/2024	Rip-It Security Shredding	Supply/Collect/Exchange Secure 2x 240L document bin	152.00	1
EFT17726	28/02/2024	Morawa Bowling Club	2 x Corporate Teams Nominations	60.00	1
EFT17727	28/02/2024	Department of Fire & Emergency Services	2023/24 ESLB 3rd Quarter contribution	16,447.44	1
EFT17728	28/02/2024	Nutrien Ag Solutions	3 x 25kg bag Couch Grass - Oval	1,815.00	1
EFT17729	28/02/2024	Canine Control	Ranger Services 16th & 19th Feb 2024	2,108.94	1
EFT17730	28/02/2024	Geraldton Lock and Key	3 x Door Saver Plates & Latches - Rec Centre	338.50	1
EFT17731	28/02/2024	Geraldton Mower & Repairs Specialists	Deflector Kit - Small plant, P999	143.20	1
EFT17732	28/02/2024	Aerodrome Management Services Pty Ltd	Quarterly Aerodrome Maintenance - Dec 2023 to Feb 2024	4,591.08	1
EFT17733	28/02/2024	Truckline	Mudflap x 40 - P168, P221, P220, P174	1,514.48	1
EFT17734	28/02/2024	Telstra DCR & M	Repair to Telstra Phone line- Nanekine Rd	872.40	1
EFT17735	28/02/2024	Northstar Asset Pty Ltd	Copyright for screening 'Hidden Figures' - Town Hall	132.00	1
EFT17736	28/02/2024	RAC Motoring Pty Ltd	RAC Businesswise Assistance CEO & EMCCS	230.00	1
EFT17737	28/02/2024	Infinitum Technologies Pty Ltd	Acrobat Standard Licence Fee	287.78	1
EFT17738	28/02/2024	Mitchell and Brown Communications	Monthly Fee - Security @ Gym	50.00	1
EFT17739	28/02/2024	Bradley Ludlow	Refund - Merkanooka Unit	176.00	1
EFT17740	28/02/2024	Terra Form Contracting	Road Verge Vegetation mulching - Norton Rd	18,370.00	1
EFT17741	28/02/2024	OakStar Asset Pty Ltd	Hire of Grader with Operator - mining	8,712.00	1
EFT17742	28/02/2024	Roadshow Films Pty Ltd	Annual Blanket Licence - Youth Centre	385.00	1

**Shire of Morawa**  
**List of Payments Report**  
For Period Ending 29 February 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT17743	28/02/2024	Weelaway Stone	Demolition, Removal of Netball Shed & Sand for 2 x sand pads (Gutha & Canna DFES)	16,381.20	1
EFT17744	28/02/2024	Megan Howlett Premium Business Concepts	HR Work completed from 20 Jan to 26 Feb 2024	4,158.00	1
EFT17745	28/02/2024	Daphne's Timeless Treats	Cater for Community Meeting @ Town Hall - 20 Feb 24	2,000.00	1
EFT17746	28/02/2024	Cleanpak Total Solutions	Cleaning Consumables - Vacuum Bags	12.15	1
EFT17747	28/02/2024	Ikonyx Medical Services Pty Ltd	Quarterly Vehicle Allowance - Doctor & Pre-employment Medical	5,805.00	1
EFT17748	28/02/2024	Brodie Morrow	Gym Key Bond Refund	30.00	1
EFT17749	28/02/2024	Allan Beard	Partial Refund - Koolanooka Chalet	132.00	1
EFT17750	28/02/2024	Jacinta Jewell	Refund - Morawa & Gutha Unit	660.00	1
EFT17751	28/02/2024	Winc	Photocopier Charges - Read 19/02/2024	599.12	1
EFT17752	28/02/2024	Incite Security	Upgrade existing security Communications to 4G - Oval Sporting Complex	1,433.54	1
<b>Total EFT Payments</b>				<b>625,342.37</b>	
DD9773.1	15/02/2024	Beam Super	Superannuation Batch 22 for Payroll #67 Fright ending 15/02/2024	9,166.34	1
DD9774.1	01/02/2024	Synergy	Electricity expenses 19 Oct 23 - 15 Dec 23 x 2 accounts	412.27	1
DD9774.2	01/02/2024	Westnet Pty Ltd	Monthly Charge - Tourist Centre Internet	29.95	1
DD9774.3	01/02/2024	Exetel Pty Ltd	Monthly Charge - Corporate Internet 01 Feb - 29 Feb 2024	975.00	1
DD9775.1	02/02/2024	Water Corporation	Lease Payment, access through Mt Campbell	550.00	1
DD9776.1	05/02/2024	Synergy	Electricity expenses 21 Oct 23 - 19 Dec 23 x 2 accounts	869.99	1
DD9776.2	05/02/2024	Telstra Corporation Limited	Telephone expense - SMS Alert Account	366.34	1
DD9777.1	07/02/2024	Synergy	Electricity expenses 25 Oct 23 - 21 Dec 23 Town Dam & Retic	114.38	1
DD9778.1	08/02/2024	Telstra Corporation Limited	Telephone expense - Tourist Bureau January 2024	50.00	1
DD9784.1	13/02/2024	Synergy	Electricity Supply & Usage 20 Dec 2023 - 16 Jan 2024 Hall & Old Shire Building	197.45	1
DD9786.1	01/02/2024	Beam Super	Superannuation Pay Run #65 fortnight end 31/01/2024	9,171.91	1
DD9788.1	15/02/2024	Synergy	Electricity Supply & Usage 22 Dec 2023 - 18 Jan 2024 - Swimming Pool	2,857.27	1

<b>Shire of Morawa</b> <b>List of Payments Report</b> <b>For Period Ending 29 February 2024</b>					
Chq/EFT	Date	Name	Description	Amount	Bank
DD9792.1	26/02/2024	Synergy	Electricity Supply & Usage 21 Dec 23 - 31 Jan 2024 - Unit 2, Yewers Ave	139.14	1
DD9792.2	26/02/2024	Telstra Corporation Limited	Telephone expenses up to 01 Feb 2024 - Shire Landlines	500.34	1
DD9793.1	16/02/2024	Telstra Corporation Limited	Telephone expenses January 2024 - Shire mobiles/dongles	1,164.36	1
DD9795.1	21/02/2024	Telstra Corporation Limited	Telephone usage up to 01 Feb 2024 - Doc's Waddilove & Lodge St	108.54	1
DD9795.2	21/02/2024	Synergy	Electricity Usage & Supply 22 Dec 23 - 18 Jan 2024 - Oval Buildings	1,252.08	1
DD9797.1	29/02/2024	Beam Super	Superannuation for Pay Run 67 week ending 29/02/2024	9,234.23	1
DD9801.1	29/02/2024	Synergy	Electricity expenses - 25 Oct 23 - 24 Dec 23 - 210 Streetlights	7,853.76	1
<b>Total Direct Debit Payments</b>				<b>45,013.35</b>	
PAYRUN 65	1/02/2024	Shire of Morawa	Altus Pay Run 65	53,662.96	1
2324-08.07	1/02/2024	Bank West	Bank Fees (Counter, Maintenance, Transaction)	79.20	1
2324-08.08	5/02/2024	CBA	Merchant Fees	272.99	1
2324-08.09	5/02/2024	ATO	BAS - December 2023	41,980.00	1
PAY66	14/02/2024	Shire of Morawa	Payroll Deductions	505.37	
APPAY66	15/02/2024	Shire of Morawa	Altus Pay Run 66	52,571.92	1
2324-08.06 & 08.13	29/02/2024	DOT	Transport Direct Debit Payments February 2024	26,981.50	1
PAY67	28/02/2024	Shire of Morawa	Payroll Deductions	332.87	
APPAY67	29/02/2024	Shire of Morawa	Altus Pay Run 67	65,084.00	1
	29/02/2024	Shire of Morawa	Caravan Park & Gym Key Refunds - processed through Eftpos machine	800.00	1
	29/02/2024	Centrelink	Centrelink Fee's February 2024	18.81	1
<b>Total Bank Transfers/ Payments</b>				<b>242,289.62</b>	

<b>Shire of Morawa</b> <b>List of Payments Report</b> <b>For Period Ending 29 February 2024</b>					
Chq/EFT	Date	Name	Description	Amount	Bank
		<b>Fuel Card - 94937892 - 02 MO - EMCCS - P312</b>			
<i>Included in</i>					
<b>EFT17687</b>		Great Southern Fuel Supplies	Fuel Card Purchase - Dec 23 & Jan 24	185.85	
		<b>Fuel Card - Depot - P999</b>			
<i>Included in</i>					
<b>EFT17687</b>		Great Southern Fuel Supplies	Fuel Card Purchase - Dec 23 & Jan 24	212.57	1
<b>TOTAL Fuel Card</b>				<b>398.42</b>	
<b>2324-08.12</b>	<b>05/01/2024</b>	<b>Bankwest</b>	<b>Corporate card purchases in December 2023</b>		
		<b>Coroprate Credit Card - EMCCS</b>			
	22/01/2024	Bindoond Roadhouse	Fuel 02MO - P312	98.00	
<b>Sub Total</b>				<b>98.00</b>	
		<b>Coroprate Credit Card - CEO</b>			
	5/12/2023	Zoom	Standard monthly subscription	23.05	
<b>Sub Total</b>				<b>23.05</b>	
<b>TOTAL Corporate Credit Card Payment</b>				<b>121.05</b>	
<b>TOTAL PAYMENTS FOR COUNCIL APPROVAL</b>				<b>912,766.39</b>	

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## Ordinary Council Meeting 21 March 2024


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***Attachment 1- 11.2.3a 2023-2024 Budget Review for the  
Period Ending 31 January 2024***

***Item 11.2.3- Budget Review – 1 July to 31  
January 2024***

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# SHIRE OF MORAWA

## 2023-2024 BUDGET REVIEW

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FOR THE PERIOD ENDING  
31 JANUARY 2024





**SHIRE OF MORAWA  
STATEMENT OF BUDGET REVIEW  
(NATURE )  
FOR THE PERIOD ENDING 31 JANUARY 2024**

Budget v Actual						
Note	Adopted Budget	Updated Budget Estimates (a)	YTD Actual	Estimated Year End Amount (b)	Predicted Variance (a) - (b)	
	\$			\$	\$	
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General Rates	2,889,437	2,871,437	2,872,550	2,871,437	0	
Rates excluding General Rates	8,706	8,706	0	8,706	0	
Grants, subsidies and contributions	4.1 1,271,451	1,271,451	423,049	1,277,951	6,500	▲
Fees and charges	4.2 993,020	1,008,772	775,051	1,016,222	7,450	▲
Interest earnings	4.3 139,020	139,020	152,038	255,020	116,000	▲
Other revenue	427,425	427,425	208,132	427,425	0	
Profit on asset disposals	10,427	10,427	0	10,427	0	
	5,739,486	5,737,238	4,430,820	5,867,188	129,950	
<b>Expenditure from operating activities</b>						
Employee costs	(2,103,390)	(2,103,390)	(1,222,144)	(2,103,390)	0	
Materials and contracts	4.4 (3,053,569)	(3,093,569)	(1,228,687)	(3,407,769)	(314,200)	▼
Utility charges	(385,053)	(385,053)	(172,866)	(385,053)	0	
Depreciation	(2,150,541)	(2,150,541)	(1,131,658)	(2,150,541)	0	
Finance Costs	(15,353)	(15,353)	(9,228)	(15,353)	0	
Insurance	(260,440)	(260,440)	(270,013)	(260,440)	0	
Other expenditure	(422,264)	(422,264)	(231,961)	(422,264)	0	
Loss on asset disposals	0	0	0	0	0	
	(8,390,610)	(8,430,610)	(4,266,557)	(8,744,810)	(314,200)	
Non-cash amounts excluded from operating activities	2,143,914	2,143,914	1,134,231	2,143,914	0	
<b>Amount attributable to operating activities</b>	(507,210)	(549,458)	1,298,494	(733,708)	(184,250)	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Capital grants, subsidies and contributions	4.5 3,489,854	3,494,854	2,011,437	4,040,517	545,663	▲
Proceeds from disposal of assets	73,000	73,000	0	73,000	0	
	3,562,854	3,567,854	2,011,437	4,113,517	545,663	
<b>Outflows from investing activities</b>						
Purchase land and buildings	4.6 (1,271,787)	(1,271,787)	(275,255)	(1,219,329)	52,458	▲
Purchase plant and equipment	4.7 (510,000)	(510,000)	(60,803)	(695,000)	(185,000)	▼
Purchase and construction of infrastructure	4.8 (3,438,821)	(3,478,821)	(1,104,210)	(4,030,084)	(551,263)	▼
	(5,220,608)	(5,260,608)	(1,440,268)	(5,944,413)	(683,805)	
Non-cash amounts excluded from investing activities	0	0	0	0	0	
<b>Amount attributable to investing activities</b>	(1,657,754)	(1,692,754)	571,169	(1,830,896)	(138,142)	
<b>FINANCING ACTIVITIES</b>						
<b>Cash inflows from financing activities</b>						
Transfers from reserve accounts	4.9 316,640	316,640	0	436,640	120,000	▲
	316,640	316,640	0	436,640	120,000	
<b>Cash outflows from financing activities</b>						
Repayment of borrowings	(28,156)	(28,156)	(13,976)	(28,156)	0	
Transfers to cash backed reserves (restricted assets)	4.1 (258,520)	(258,520)	(85,356)	(314,520)	(56,000)	
	(286,676)	(286,676)	(99,332)	(342,676)	(56,000)	▲
<b>Amount attributable to financing activities</b>	29,964	29,964	(99,332)	93,964	64,000	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	2,135,000	2,135,000	2,481,614	2,481,614	346,614	▲
Amount attributable to operating activities	(507,210)	(549,458)	1,298,494	(733,708)	(184,250)	▼
Amount attributable to investing activities	(1,657,754)	(1,692,754)	571,169	(1,830,896)	(138,142)	▼
Amount attributable to financing activities	29,964	29,964	(99,332)	93,964	64,000	▲
<b>Surplus or deficit after imposition of general rates</b>	3(a), 4.11 0	(77,248)	4,251,945	10,974	88,222	▲



**SHIRE OF MORAWA**  
**STATEMENT OF BUDGET REVIEW**  
**( PROGRAM)**  
**FOR THE PERIOD ENDING 31 JANUARY 2024**

Budget v Actual						
	Note	Adopted Budget	Updated Budget Estimates (a)	YTD Actual	Estimated Year End Amount (b)	Predicted Variance (a) - (b)
		\$	\$		\$	\$
OPERATING ACTIVITIES						
Revenue from operating activities						
Governance		525	925	1,386	1,425	500
General purpose funding		3,197,904	3,179,904	3,085,747	3,295,904	116,000
Law, order, public safety		32,950	32,950	25,965	34,700	1,750
Health		9,050	9,050	4,212	9,050	0
Education and welfare		10,500	10,500	14,834	17,000	6,500
Housing		96,000	96,000	48,933	96,000	0
Community amenities		767,830	779,182	734,345	779,182	0
Recreation and culture		93,500	93,500	77,291	93,500	0
Transport		1,190,627	1,190,627	247,469	1,190,627	0
Economic services		252,100	256,100	137,057	261,300	5,200
Other property and services		88,500	88,500	53,582	88,500	0
		5,739,486	5,737,238	4,430,821	5,867,188	129,950
Expenditure from operating activities						
Governance		(545,801)	(545,801)	(296,656)	(551,801)	(6,000)
General purpose funding		(316,323)	(316,323)	(169,004)	(316,323)	0
Law, order, public safety		(174,139)	(174,139)	(97,922)	(174,139)	0
Health		(196,663)	(196,663)	(71,801)	(196,663)	0
Education and welfare		(225,990)	(225,990)	(129,367)	(267,990)	(42,000)
Housing		(247,717)	(247,717)	(130,437)	(247,717)	0
Community amenities		(916,604)	(916,604)	(404,493)	(947,804)	(31,200)
Recreation and culture		(1,515,770)	(1,555,770)	(937,460)	(1,555,770)	0
Transport		(3,317,171)	(3,317,171)	(1,317,210)	(3,552,171)	(235,000)
Economic services		(732,708)	(732,708)	(420,650)	(732,708)	0
Other property and services		(201,724)	(201,724)	(291,558)	(201,724)	0
		(8,390,610)	(8,430,610)	(4,266,558)	(8,744,810)	(314,200)
Non-cash amounts excluded from operating activities		2,143,914	2,143,914	1,134,231	2,143,914	0
Amount attributable to operating activities		(507,210)	(549,458)	1,298,494	(733,708)	(184,250)
INVESTING ACTIVITIES						
Inflows from investing activities						
Capital grants, subsidies and contributions	4.5	3,489,854	3,494,854	2,011,437	4,040,517	545,663
Proceeds from disposal of assets		73,000	73,000	0	73,000	0
		3,562,854	3,567,854	2,011,437	4,113,517	545,663
Outflows from investing activities						
Purchase land and buildings	4.6	(1,271,787)	(1,271,787)	(275,255)	(1,219,329)	52,458
Purchase plant and equipment	4.7	(510,000)	(510,000)	(60,803)	(695,000)	(185,000)
Purchase and construction of infrastructure	4.8	(3,438,821)	(3,478,821)	(1,104,210)	(4,030,084)	(551,263)
		(5,220,608)	(5,260,608)	(1,440,268)	(5,944,413)	(683,805)
Non-cash amounts excluded from investing activities		0	0	0	0	0
Amount attributable to investing activities		(1,657,754)	(1,692,754)	571,169	(1,830,896)	(138,142)
FINANCING ACTIVITIES						
Cash inflows from financing activities						
Transfers from reserve accounts	4.9	316,640	316,640	0	436,640	120,000
		316,640	316,640	0	436,640	120,000
Cash outflows from financing activities						
Repayment of borrowings		(28,156)	(28,156)	(13,976)	(28,156)	0
Transfers to reserve accounts	4.1	(258,520)	(258,520)	(85,356)	(314,520)	(56,000)
		(286,676)	(286,676)	(99,332)	(342,676)	(56,000)
Amount attributable to financing activities		29,964	29,964	(99,332)	93,964	64,000
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year		2,135,000	2,135,000	2,481,614	2,481,614	346,614
Amount attributable to operating activities		(507,210)	(549,458)	1,298,494	(733,708)	(184,250)
Amount attributable to investing activities		(1,657,754)	(1,692,754)	571,169	(1,830,896)	(138,142)
Amount attributable to financing activities		29,964	29,964	(99,332)	93,964	64,000
Surplus or deficit after imposition of general rates	3(a), 4.11	0	(77,248)	4,251,945	10,974	88,222

1. BASIS OF PREPARATION

The budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 Requirements**

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

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero concessionary leases are measured at zero cost rather than at fair value, except for 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 Leases which would have required the Shire of Morawa to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996, regulation 33A* prescribes contents of the budget review.

Accounting policies which have been adopted in the preparation of this budget review have been consistently applied unless stated otherwise. Except for cash flow and statement of financial activity, the budget review 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 of Morawa controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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

**Judgements and estimates**

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

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

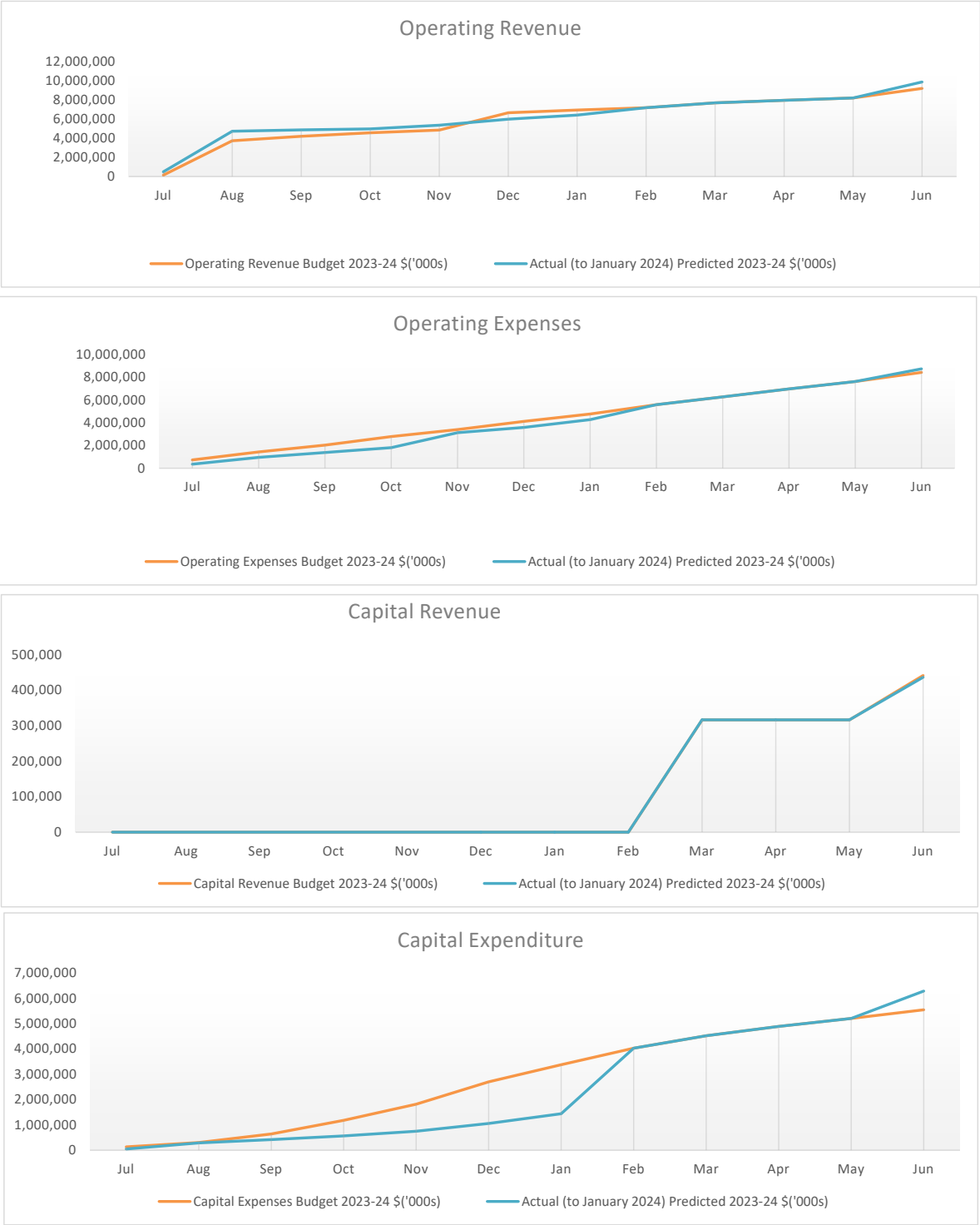
The balances, transactions and disclosures impacted by accounting estimates are as follows:

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

**SIGNIFICANT ACCOUNTING POLICIES**

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

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

**SHIRE OF MORAWA**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDING 31 JANUARY 2024**

**3 NET CURRENT FUNDING POSTION**

Explanation of difference in net Current assets and surplus/(deficit)

(a) Composition of estimated net current assets	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Actuals as at 31/01/2024	Estimated Year End Amount 30 June 2024
	\$	\$	\$	\$	\$
<b>Current assets</b>					
Cash and cash equivalents	9,687,208	7,441,308	7,325,435	10,547,538	7,413,657
Trade and other receivables	499,237	394,007	394,007	995,131	394,007
Inventories	8,639	23,965	23,965	8,639	23,965
Other assets	20,750	(2,922)	(2,922)	0	(2,922)
	10,215,834	7,856,358	7,740,485	11,551,308	7,828,707
<b>Less current liabilities</b>					
Trade and other payables	(653,659)	(695,576)	(656,951)	(410,241)	(656,951)
Contract liabilities	(274,221)	(378,111)	(378,111)		(378,111)
Borrowings	(28,156)	0	(28,156)	(14,180)	(28,156)
Employee related provisions	(313,931)	(357,043)	(357,043)	(313,930)	(357,043)
	(1,269,967)	(1,430,730)	(1,420,261)	(738,351)	(1,420,261)
<b>Net current assets</b>	<b>8,945,867</b>	<b>6,425,628</b>	<b>6,320,224</b>	<b>10,812,957</b>	<b>6,408,446</b>
Less: Total adjustments to net current assets	(6,464,253)	(6,425,628)	(6,397,472)	(6,561,012)	(6,397,472)
<b>Closing funding surplus / (deficit)</b>	<b>2,481,614</b>	<b>0</b>	<b>(77,248)</b>	<b>4,251,945</b>	<b>10,974</b>

**(b) Noncash amounts 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.

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Actuals as at 31/01/2024	Estimated Year End Amount 30 June 2024
	\$	\$	\$	\$	\$
<b>Adjustments to operating activities</b>					
Less: Profit on asset disposals	(37,873)	(10,427)	(10,427)	0	(10,427)
Less: Movement in liabilities associated with restricted cash	4,077	3,800	3,800	2,573	3,800
Less: Fair value adjustments to financial assets at fair value through profit or loss	(2,764)	0	0	0	0
Add: Depreciation on assets	1,806,162	2,150,541	2,150,541	1,131,658	2,150,541
Non-cash movements in non-current assets and liabilities:					
Pensioner deferred rates	21,809	0	0	0	0
Employee benefit provisions	9,872	0	0	0	0
<b>Non-cash amounts excluded from operating activities</b>	<b>1,801,283</b>	<b>2,143,914</b>	<b>2,143,914</b>	<b>1,134,231</b>	<b>2,143,914</b>

**(c) Investing activities excluded from budgeted deficiency**

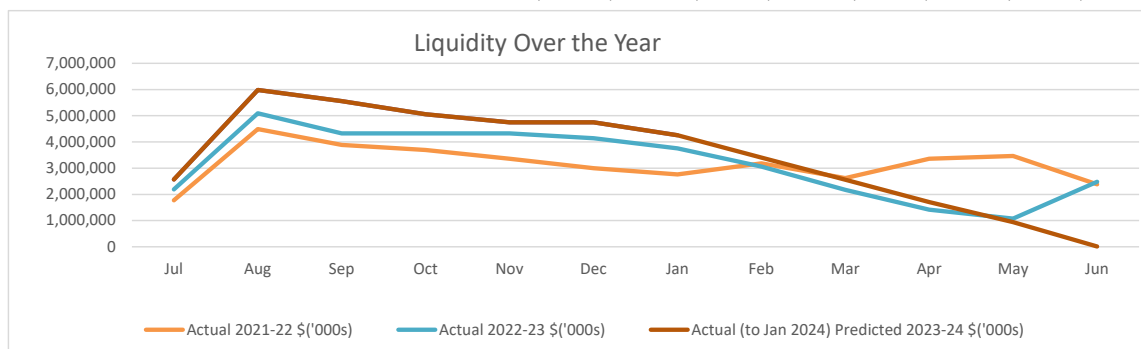
The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Actuals as at 31/01/2024	Estimated Year End Amount 30 June 2024
	\$	\$	\$	\$	\$
<b>Adjustments to investing activities</b>					
Movement in non-operating capital grant liability	0	0	0	0	0
<b>Non cash amounts excluded from investing activities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**(d) Current assets and liabilities excluded from budgeted deficiency**

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

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Actuals as at 31/01/2024	Estimated Year End Amount 30 June 2024
	\$	\$	\$	\$	\$
<b>Adjustments to net current assets</b>					
Less: Reserve accounts	(6,732,381)	(6,669,100)	(6,669,100)	(6,817,737)	(6,669,100)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	28,156	0	28,156	14,180	28,156
- Employee benefit provisions	239,972	243,472	243,472	242,545	243,472
<b>Total adjustments to net current assets</b>	<b>(6,464,253)</b>	<b>(6,425,628)</b>	<b>(6,397,472)</b>	<b>(6,561,012)</b>	<b>(6,397,472)</b>



### **3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)**

#### **SIGNIFICANT ACCOUNTING POLICIES**

##### **CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments 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 shown as short term borrowings in current liabilities.

##### **FINANCIAL ASSETS AT AMORTISED COST**

The Shire of Morawa 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.

##### **TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Morawa applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

##### **INVENTORIES**

###### **General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

##### **CONTRACT ASSETS**

Contract assets primarily relate to the Shire of Morawa's right to consideration for work completed but not billed at the end of the period.

##### **CONTRACT LIABILITIES**

Contract liabilities represent the Shire of Morawa's obligation to transfer goods or services to a customer for which the Shire of Morawa has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

##### **PROVISIONS**

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

##### **CURRENT AND NON-CURRENT CLASSIFICATION**

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Morawa's operational cycle. In the case of liabilities where the Shire of Morawa does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Morawa's intentions to release for sale.

##### **TRADE AND OTHER PAYABLES**

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

##### **PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Morawa recognises revenue for the prepaid rates that have not been refunded.

##### **EMPLOYEE BENEFITS**

###### **Short-Term Employee Benefits**

Provision is made for the Shire of Morawa's obligations for short-term employee. 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 renders 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 of Morawa's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and current trade and other payables in the net current funding position. Shire of Morawa's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

###### **Other long-term employee benefits**

Long-term employee benefits provisions 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 of Morawa's obligations for long-term employee benefits where the Shire of Morawa does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.

**SHIRE OF MORAWA**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDING 31 JANUARY 2024**

**4. PREDICTED VARIANCES**

	<b>Variance</b>
	<b>\$</b>
<b>Adoption of audited financial statements for 2022/2023: Updated Surplus/Deficit</b>	<b>346,614</b>
<b>Inflows from operating activities</b>	
<b>4.1</b> Grants, subsidies and contributions	6,500
Inclusion of grant funding received (\$6,500)	
<b>4.2</b> Fees and charges	7,450
Increase to photocopying charges (\$500), Fines & penalties (\$1,000), Dog registrations (\$750), inclusion of budget for BSL and CTF levy receipts (200), increase of income for business units to cover electricity reimbursements (\$5,000)	
<b>4.3</b> Interest Revenue	116,000
Increase to Municipal Interest earnings (\$60,000) and Reserve interest earnings of (\$56,000)	
<b>Outflows from operating activities</b>	
<b>4.4</b> Materials and contracts	314,200
Increase to expenditure for election expenses (\$3,000), Council refreshment expenses (\$3,000), Increase to ECEC Centre pre-grant expenditure (\$30,000), increase to expenditure for youth activities funded by grants (\$12,000), increase to landfill maintenance expenses (\$15,000), increase to waste management strategy expenses (\$15,000), Additional (\$1,200) to cover demolition permit and sundry expenses, increase to the depot maintenance expenses (\$25,000), increase to the budget for flood damage repairs (\$200,000), increase to airport maintenance costs (\$10,000), increase to training expenditure (\$25,000) which increases the PWO allocation by (\$-25,000)	
<b>Inflows from investing activities</b>	
<b>4.5</b> Capital grants, subsidies and contributions	545,663
Dept of Water & Environment grant for Fire fighting tanks (\$170,000), Actual LRCIP funding received to date for Solomon Terrace (\$217,597), Actual LRCIP funding received to date for Winfield Street drainage (\$138,066), Black Spot Funding (\$30,000), reduction for Aerodrome grant due to costs savings (\$-10,000)	
<b>Outflows from investing activities</b>	
<b>4.6</b> Purchase of land and buildings	(52,458)
Increase of budget for staff housing renewals (\$25,000), decrease in expenses for Town Hall project (-\$65,000), reduction of expenses for the toilets at caravan park (\$-12,458)	
<b>4.7</b> Purchase of plant and equipment	185,000
Increase to cover the actual costs of replacement vehicles (\$185,000)	
<b>4.9</b> Purchase and construction of infrastructure	551,263
Inclusion of expense for the installation of fire water tanks (\$120,600), additional expenses for cemetery fence (\$65,000), Solomon Terrace project expenses to match grant received (\$217,597), Evaside Road (\$45,000), Winfield Street Drainage Expenses to match grant received (\$138,066), decrease to expenditure for airport fence (\$-35,000)	
<b>Inflows from financing activities</b>	
<b>4.9</b> Transfers from reserve accounts	120,000
Increased to cover additional costs in purchasing replacement vehicles.	
<b>Outflows from financing activities</b>	
<b>4.10</b> Transfer to reserve accounts	56,000
Interest earnings transferred into Reserves	
<b>4.11 Surplus of deficit after imposition of general rates</b>	<b>88,222</b>

**SHIRE OF MORAWA**  
**STATEMENT OF ESTIMATED CAPITAL EXPENDITURE AND SOURCES OF FUNDS FOR THE PERIOD 1**  
**JULY 2023 TO 30 JUNE 2024**

Particulars	GL Account Number	Job Number	Adopted Budget 2023-24	1st Quarter Review	2nd Quarter Review	Revised Budget 2023-24
<b>Law, Order &amp; Public Safety</b>						
<i>Fire Prevention</i>						
Infrastructure Other	05152			\$ 5,000	\$ 120,600	\$ 125,600
			\$ -	\$ 5,000	\$ 120,600	\$ 125,600
<b>Housing</b>						
<i>Staff Housing</i>						
Allocation for all Staff Housing	09151	C09103	\$ 70,000	\$ 3,960	\$ 25,000	\$ 98,960
			\$ 70,000	\$ 3,960	\$ 25,000	\$ 98,960
<b>Community Amenities</b>						
<i>Sewerage</i>						
Sewerage Upgrade	10325		\$ 30,000			\$ 30,000
<i>Other Community Amenities</i>						
Cemetery Entrance & Landscaping	10750	I10751	\$ 96,857		\$ 65,000	\$ 161,857
			\$ 126,857	\$ -	\$ 65,000	\$ 191,857
<b>Recreation &amp; Culture</b>						
<i>Public Halls, Civic Centres</i>						
Old Roads Board Building	11150	LRCIP008	\$ 221,430		\$ (65,000)	\$ 156,430
<i>Other Recreation &amp; Sport</i>						
Electrical Vehicle Charging Station	11358	B11364	\$ 50,000			\$ 50,000
Recreation Centre Roof Repair / Renewal	11350	B11353	\$ 700,000			\$ 700,000
Fence Behind Main Street Ablutions	11358		\$ 50,000			\$ 50,000
Netball Courts Redevelopment Project - Shed Replacement	11358	B11369	\$ 101,640			\$ 101,640
Purchase Playground Equipment	11362	B11362	\$ 12,318			\$ 12,318
Tennis Courts - Design Engineering	11358			\$ 35,000		\$ 35,000
Solomon Terrace	11358				\$ 217,597	\$ 217,597
<i>Other Culture</i>						
Land & Buildings - Other Culture	11653		\$ 8,000	\$ (3,960)		\$ 4,040
			\$ 1,143,388	\$ 31,040	\$ 152,597	\$ 1,327,025
<b>Transport</b>						
<i>Construction Streets, Roads, Bridges, Depots</i>						
<b>Rural Roads Construction</b>						
Signs Renewal	12150	SIGNS	\$ 20,000			\$ 20,000
<b>RRG (MRWA) Project Funded Works</b>						
Morawa-Yalgoo Road	12150	RRG021	\$ 300,000			\$ 300,000
Morawa-Yalgoo Road	12150	RRG024	\$ 450,000			\$ 450,000
RRG Nanekine Rd - Widen and Seal	12150	RRG026	\$ 450,000			\$ 450,000
<b>RTR (DOTARS) Funded Works</b>						
White Road	12150	R2R006	\$ 100,000			\$ 100,000
Gutha West Road	12150	R2R010	\$ 100,000			\$ 100,000
Norton Road	12150	R2R0011	\$ 100,000			\$ 100,000
Collins Road	12150	R2R0030	\$ 100,000			\$ 100,000
<b>Black Spot</b>						
Evaside Road	12150		\$ -		\$ 45,000	\$ 45,000
<b>State Freight Network</b>						
Morawa South Road	12150	FRN001	\$ 1,000,000			\$ 1,000,000

**SHIRE OF MORAWA**  
**STATEMENT OF ESTIMATED CAPITAL EXPENDITURE AND SOURCES OF FUNDS FOR THE PERIOD 1**  
**JULY 2023 TO 30 JUNE 2024**

Particulars	GL Account Number	Job Number	Adopted Budget 2023-24	1st Quarter Review	2nd Quarter Review	Revised Budget 2023-24
<b>Transport</b>						
<b>Townsite Roads</b>						
Kerbing Construction - Townsite Roads	12152		\$ 50,000			\$ 50,000
Yet to be confirmed	12151		\$ 50,000			\$ 50,000
Main Street Lighting Upgrade	12153		\$ 110,000			\$ 110,000
<b>Drainage Construction</b>						
Drainage Construction	12156	DC001	\$ 30,000		\$ 138,066	\$ 168,066
<b>Footpath Construction</b>						
Granville Street	12157	F0001	\$ 74,650			\$ 74,650
<b>Building Construction</b>						
Depot Renewal works	12158		\$ 20,000			\$ 20,000
<b>Road Plant Purchases</b>						
Purchase Plant & Equipment - Road Plant Purchases	12350		\$ 510,000		\$ 185,000	\$ 695,000
						\$ -
<b>Aerodrome</b>						
Airport Vermin Fencing	12651	AERO2	\$ 163,356		\$ (35,000)	\$ 128,356
			<b>\$ 3,628,006</b>	<b>\$ -</b>	<b>\$ 333,066</b>	<b>\$ 3,961,072</b>
<b>Economic Services</b>						
<b>Tourism &amp; Area Promotion</b>						
Caravan Park Disabled Toilets	13251	LRCIP009	\$ 152,357		\$ (12,458)	\$ 139,899
			<b>\$ 152,357</b>	<b>\$ -</b>	<b>-\$ 12,458</b>	<b>\$ 139,899</b>
<b>Other Property &amp; Services</b>						
<b>Administration</b>						
Roof Replacement	14653	B14653	\$ 100,000			\$ 100,000
			<b>\$ 100,000</b>	<b>\$ -</b>		<b>\$ 100,000</b>
<b>GRAND TOTAL</b>			<b>\$ 5,220,608</b>	<b>\$ 40,000</b>	<b>\$ 683,805</b>	<b>\$ 5,944,413</b>





# Shire of Morawa

## SCHEDULE 02 - GENERAL FUND SUMMARY FINANCIAL STATEMENT FOR THE PERIOD ENDING 31 January 2024

	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING</b>										
General Purpose Funding	3,197,904	316,323	(18,000)	-	116,000	-	3,295,904	316,323	3,085,747	169,004
Governance	525	545,801	400	-	500	6,000	1,425	551,801	1,386	296,656
Law, Order, Public Safety	32,950	174,139	5,000	-	171,750	-	209,700	174,139	121,565	97,922
Health	9,050	196,663	-	-	-	-	9,050	196,663	4,212	71,801
Education & Welfare	10,500	225,990	-	-	6,500	42,000	17,000	267,990	14,834	129,367
Housing	96,000	247,717	-	-	-	-	96,000	247,717	48,933	130,437
Community Amenities	1,033,871	916,604	11,352	-	65,000	31,200	1,110,223	947,804	831,186	404,493
Recreation & Culture	851,840	1,515,770	-	40,000	152,597	-	1,004,437	1,555,770	845,445	937,460
Transport	3,509,630	3,317,171	-	-	158,066	235,000	3,667,696	3,552,171	1,220,052	1,317,210
Economic Services	398,570	732,708	4,000	-	5,200	-	407,770	732,708	215,316	420,650
Other Property & Services	88,500	201,724	-	-	-	-	88,500	201,724	53,582	291,558
<b>TOTAL - OPERATING</b>	<b>9,229,340</b>	<b>8,390,610</b>	<b>2,752</b>	<b>40,000</b>	<b>675,613</b>	<b>314,200</b>	<b>9,907,705</b>	<b>8,744,810</b>	<b>6,442,257</b>	<b>4,266,557</b>
<b>CAPITAL</b>										
General Purpose Funding	-	10,420	-	-	-	255	-	10,675	-	393
Governance	-	-	-	-	-	-	-	-	-	-
Law, Order, Public Safety	-	-	-	5,000	-	120,600	-	125,600	-	9,926
Health	-	-	-	-	-	-	-	-	-	-
Education & Welfare	-	-	-	-	-	-	-	-	-	-
Housing	-	100,989	-	3,960	-	26,069	-	131,018	-	90,553
Community Amenities	-	213,657	-	-	-	68,150	-	281,807	-	95,091
Recreation & Culture	101,640	1,177,455	-	31,040	-	153,153	101,640	1,361,648	-	124,602
Transport	30,000	3,641,706	-	-	120,000	335,141	150,000	3,976,847	-	1,014,131
Economic Services	10,000	202,657	-	-	-	33,417	10,000	236,074	-	197,075
Other Property & Services	175,000	160,400	-	-	-	3,020	175,000	163,420	-	7,829
<b>TOTAL - CAPITAL</b>	<b>316,640</b>	<b>5,507,284</b>	<b>-</b>	<b>40,000</b>	<b>120,000</b>	<b>739,805</b>	<b>436,640</b>	<b>6,287,089</b>	<b>-</b>	<b>1,539,599</b>
	<b>9,545,980</b>	<b>13,897,894</b>	<b>2,752</b>	<b>80,000</b>	<b>795,613</b>	<b>1,054,005</b>	<b>10,344,345</b>	<b>15,031,899</b>	<b>6,442,257</b>	<b>5,806,157</b>
Less Depreciation Written Back		(2,150,541)						(2,150,541)		(1,131,658)
Less Profit/Loss Written Back	(10,427)						(10,427)	(0)	-	-
Less Movement in Leave Reserve		(3,800)						(3,800)		(2,573)
Plus Proceeds from Sale of Assets	73,000						73,000		-	
<b>TOTAL REVENUE &amp; EXPENDITURE</b>	<b>9,608,553</b>	<b>11,743,553</b>	<b>2,752</b>	<b>80,000</b>	<b>795,613</b>	<b>1,054,005</b>	<b>10,406,918</b>	<b>12,877,558</b>	<b>6,442,257</b>	<b>4,671,926</b>
Surplus/(Deficit) July 1st B/Fwd	2,135,000		-		346,614		2,481,614		2,481,614	
	<b>11,743,553</b>	<b>11,743,553</b>	<b>2,752</b>	<b>80,000</b>	<b>1,142,227</b>	<b>1,054,005</b>	<b>12,888,532</b>	<b>12,877,558</b>	<b>8,923,871</b>	<b>4,671,926</b>
Surplus/(Deficit) C/Fwd		-		(77,248)		88,222		10,974		4,251,945
	<b>11,743,553</b>	<b>11,743,553</b>	<b>2,752</b>	<b>2,752</b>	<b>1,142,227</b>	<b>1,142,227</b>	<b>12,888,532</b>	<b>12,888,532</b>	<b>8,923,871</b>	<b>8,923,871</b>

**Shire of Morawa**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
Rates		257,510		-		-		257,510		136,007	
Other General Purpose Funding		58,813		-		-		58,813		32,996	
<b><u>OPERATING REVENUE</u></b>											
Rates	2,970,133		(18,000)		-		2,952,133		2,904,823		
Other General Purpose Funding	227,771		-		116,000		343,771		180,924		
<b>SUB-TOTAL</b>	<b>3,197,904</b>	<b>316,323</b>	<b>(18,000)</b>	<b>-</b>	<b>116,000</b>	<b>-</b>	<b>3,295,904</b>	<b>316,323</b>	<b>3,085,747</b>	<b>169,004</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
Other General Purpose Funding		10,420		-		255		10,675		393	
<b><u>CAPITAL REVENUE</u></b>											
Other General Purpose Funding	-		-		-		-		-		
<b>SUB-TOTAL</b>	<b>-</b>	<b>10,420</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>255</b>	<b>-</b>	<b>10,675</b>	<b>-</b>	<b>393</b>	
<b>TOTAL -</b>	<b>3,197,904</b>	<b>326,743</b>	<b>(18,000)</b>	<b>-</b>	<b>116,000</b>	<b>255</b>	<b>3,295,904</b>	<b>326,998</b>	<b>3,085,747</b>	<b>169,397</b>	

**Shire of Morawa**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

RATE REVENUE	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
03100 ABC Allocation - Rates		212,552		-		-		212,552		117,939	
03101 Expenses - Rate Revenue		2,958		-		-		2,958		-	
03102 Legal Costs, Debt Collection		35,000		-		-		35,000		15,736	
03103 Rate Notice Stationery Expense		1,000		-		-		1,000		-	
03104 Valuation / Title Searches Expense		6,000		-		-		6,000		2,332	
<b>OPERATING REVENUE</b>											
03121 Uv - Rural Rates	2,387,338		-		-		2,387,338		2,387,675		
03122 Uv - Minimum Rates	2,373		-		-		2,373		2,373		
03123 Grv - Townsite Rates	247,293		-		-		247,293		247,293		
03124 Grv - Minimum Rates	15,594		-		-		15,594		15,594		
03126 Mining - Uv Tenements	263,643		-		-		263,643		263,643		
03127 Mining - Minimum Rates	8,196		-		-		8,196		8,196		
03129 Interim Rates - Uv	-						-		788		
03131 Less Rates Discount Allowed	(35,000)		-		-		(35,000)		(34,866)		
03132 Ex-Gratia Rates Received	10,206		-		-		10,206		-		
03133 Penalty Interest Raised On Rates	28,000		-		-		28,000		14,016		
03134 Rates Legal Charges	35,000		-		-		35,000		10,075		
03135 Rates Written-Off	(1,500)		(18,000)		-		(19,500)		(18,147)		
03136 Instalment Interest Received	4,500		-		-		4,500		5,238		
03137 Account Enquiries Income	3,000		-		-		3,000		1,810		
03138 Rates Administration Fee	1,500		-		-		1,500		1,134		
03235 Write-Offs Est	(10)		-		-		(10)		-		
<b>SUB-TOTAL</b>	<b>2,970,133</b>	<b>257,510</b>	<b>(18,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,952,133</b>	<b>257,510</b>	<b>2,904,823</b>	<b>136,007</b>	
<b>TOTAL - RATE REVENUE</b>	<b>2,970,133</b>	<b>257,510</b>	<b>(18,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,952,133</b>	<b>257,510</b>	<b>2,904,823</b>	<b>136,007</b>	

**Shire of Morawa**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER GEN. PURPOSE FUNDING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
03200 ABC Allocation - GP Funding		58,798		-		-		58,798		32,995	
03203 Rounding Adjustment Account		15		-		-		15		2	
<b>OPERATING REVENUE</b>											
03220 Grants Commission Grant - General	80,823		-		-		80,823		30,261		
03221 Grants Commission Grant - Local Roads	40,428		-		-		40,428		17,876		
03223 Interest Received - Municipal Account	18,000		-		60,000		78,000		47,429		
03224 Interest Received - Reserve Accounts	88,520		-		56,000		144,520		85,356		
03225 Other Income	-						-		2		
<b>SUB-TOTAL</b>	<b>227,771</b>	<b>58,813</b>	<b>-</b>	<b>-</b>	<b>116,000</b>	<b>-</b>	<b>343,771</b>	<b>58,813</b>	<b>180,924</b>	<b>32,996</b>	
<b>CAPITAL EXPENDITURE</b>											
03401 Transfer To Legal Fees Reserve		10,000		-		-		10,000		-	
03402 Transfer interest To Legal Reserve		420		-		255		675		393	
<b>CAPITAL REVENUE</b>											
03721 Transfers From Reserves	-		-		-		-		-		
<b>SUB-TOTAL</b>	<b>-</b>	<b>10,420</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>255</b>	<b>-</b>	<b>10,675</b>	<b>-</b>	<b>393</b>	
<b>TOTAL - OTHER GEN. PURPOSE FUNDING</b>	<b>227,771</b>	<b>69,233</b>	<b>-</b>	<b>-</b>	<b>116,000</b>	<b>255</b>	<b>343,771</b>	<b>69,488</b>	<b>180,924</b>	<b>33,389</b>	

Increased to match expected  
actuals

To Match Expected Actuals

**Shire of Morawa**  
**SCHEDULE 04 - GOVERNANCE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
Members of Council		452,801		-		6,000		458,801		253,878	
Governance General		93,000		-		-		93,000		42,778	
<b><u>OPERATING REVENUE</u></b>											
Members of Council	25		-		-		25		27		
Governance General	500		400		500		1,400		1,359		
<b>SUB-TOTAL</b>	<b>525</b>	<b>545,801</b>	<b>400</b>	<b>-</b>	<b>500</b>	<b>6,000</b>	<b>1,425</b>	<b>551,801</b>	<b>1,386</b>	<b>296,656</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>525</b>	<b>545,801</b>	<b>400</b>	<b>-</b>	<b>500</b>	<b>6,000</b>	<b>1,425</b>	<b>551,801</b>	<b>1,386</b>	<b>296,656</b>	

**Shire of Morawa**  
**SCHEDULE 04 - GOVERNANCE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

MEMBERS OF COUNCIL	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
04100 ABC Allocation - Members		273,948		-		-		273,948		149,895	Will be holding an election with staff allocation and overtime needed. Increased to accommodate Main Roads meeting and other events such as citizenship
04101 Council Election Expenses		12,000		-		3,000		15,000		7,730	
04103 Refreshments & Receptions		8,000		-		3,000		11,000		6,953	
04104 Presidential Allowances		21,785		-		-		21,785		10,893	
04105 Members Sitting Fees		65,600		-		-		65,600		31,433	
04106 Members Travelling		200		-		-		200		-	
04107 Members Conference Expenses		8,000		-		-		8,000		1,760	
04108 Other Expenses		2,003		-		-		2,003		1,155	
04109 Members Training		10,000		-		-		10,000		-	
04110 Insurance		7,765		-		-		7,765		7,450	
04111 Subscriptions, Donations		40,000		-		-		40,000		35,244	
04112 Maintenance - Council Chambers		1,500		-		-		1,500		-	
04115 Expenses Relating To Members		2,000		-		-		2,000		1,366	
<b><u>OPERATING REVENUE</u></b>											
04131 Members - Other Income	25						25		27		
<b>SUB-TOTAL</b>	<b>25</b>	<b>452,801</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	<b>25</b>	<b>458,801</b>	<b>27</b>	<b>253,878</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - MEMBERS OF COUNCIL</b>	<b>25</b>	<b>452,801</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	<b>25</b>	<b>458,801</b>	<b>27</b>	<b>253,878</b>	

**Shire of Morawa**  
**SCHEDULE 04 - GOVERNANCE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

GOVERNANCE - GENERAL	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
04201 Public Relations		2,000		-		-		2,000		109	
04202 Audit Fees Expense		55,000		-		-		55,000		36,610	
04203 Statutes & Publications		2,000		-		-		2,000		-	
04207 IPR Expenses		20,000		-		-		20,000		-	
04208 Update Council'S Website		10,000		-		-		10,000		4,750	
04209 Scholarships, Prizes Etc		1,500		-		-		1,500		1,150	
04210 Statutory Advertising		1,000		-		-		1,000		159	
04212 Community Grant Fund - < \$1000		1,500		-		-		1,500		-	
<b><u>OPERATING REVENUE</u></b>											
04230 Other Income - Governance General	500		400		500		1,400		1,359		Photocopying & hire charges higher than expected
<b>SUB-TOTAL</b>	<b>500</b>	<b>93,000</b>	<b>400</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>1,400</b>	<b>93,000</b>	<b>1,359</b>	<b>42,778</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - GOVERNANCE - GENERAL</b>	<b>500</b>	<b>93,000</b>	<b>400</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>1,400</b>	<b>93,000</b>	<b>1,359</b>	<b>42,778</b>	



**Shire of Morawa**  
**SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
Fire Prevention		115,213		-		-		115,213		65,336	
Animal Control		54,749		-		-		54,749		30,840	
Other Law, Order & Public Safety		4,177		-		-		4,177		1,746	
<b><u>OPERATING REVENUE</u></b>											
Fire Prevention	30,950		5,000		170,000		205,950		118,570		
Animal Control	2,000		-		1,750		3,750		2,995		
Other Law, Order & Public Safety	-		-		-		-		-		
<b>SUB-TOTAL</b>	<b>32,950</b>	<b>174,139</b>	<b>5,000</b>	<b>-</b>	<b>171,750</b>	<b>-</b>	<b>209,700</b>	<b>174,139</b>	<b>121,565</b>	<b>97,922</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
Fire Prevention		-		5,000		120,600		125,600		9,926	
Animal Control		-		-		-		-		-	
Other Law, Order & Public Safety		-		-		-		-		-	
<b><u>CAPITAL REVENUE</u></b>											
Fire Prevention	-		-		-		-		-		
Animal Control	-		-		-		-		-		
Other Law, Order & Public Safety	-		-		-		-		-		
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>120,600</b>	<b>-</b>	<b>125,600</b>	<b>-</b>	<b>9,926</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>32,950</b>	<b>174,139</b>	<b>5,000</b>	<b>5,000</b>	<b>171,750</b>	<b>120,600</b>	<b>209,700</b>	<b>299,739</b>	<b>121,565</b>	<b>107,848</b>	

**Shire of Morawa**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

FIRE PREVENTION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
05100 ABC Allocation - Fire Prev		6,762		-		-		6,762		3,770	
05101 Morawa Yes Cadet - Expenditure		5,360		-		-		5,360		-	
05102 Mtce Of Vehicles & Trailers - Brigades		3,000		-		-		3,000		6,098	
05103 Mtce Of Land & Buildings - Brigades		1,000		-		-		1,000		2,464	
05104 Clothing & Accessories - Brigades		6,000		-		-		6,000		-	
05105 Utilities, Rates - Brigades		1,100		-		-		1,100		1,016	
05106 Other Goods & Services - Brigades		3,170		-		-		3,170		98	
05107 Insurances - Brigades		7,880		-		-		7,880		7,730	
05108 Plant & Equip. <\$1,500 - Brigades		-		-		-		-		-	
05110 Depreciation - Fire Prevention		20,941		-		-		20,941		14,179	
05112 Fire Services Manager X 4 Shires		18,000		-		-		18,000		4,286	
05113 Fire Hydrant Maintenance		2,000		-		-		2,000		-	
05115 Bushfire Mitigation Expenses		40,000		-		-		40,000		25,695	
<b><u>OPERATING REVENUE</u></b>											
05120 Other Income - Fire Prevention	21,590		-		-		21,590		13,610		
05121 Esl Admin Fee (From Dfes)	4,000		-		-		4,000		4,000		
05123 Grant - Bushfire Related	-		-		-		-		-		
05124 Grant - Dept Water & Environment	-		5,000		170,000		175,000		95,600		Grant funding for fire water tank installations
05125 Grant - Yes Cadets	5,360		-		-		5,360		5,360		
<b>SUB-TOTAL</b>	<b>30,950</b>	<b>115,213</b>	<b>5,000</b>	<b>-</b>	<b>170,000</b>	<b>-</b>	<b>205,950</b>	<b>115,213</b>	<b>118,570</b>	<b>65,336</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
05151 Plant & Equip		-		-		-		-		-	
05152 Other Infrastructure - Fire Prevention		-		5,000		120,600		125,600		9,926	Installation of fire water tanks
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>120,600</b>	<b>-</b>	<b>125,600</b>	<b>-</b>	<b>9,926</b>	
<b>TOTAL - FIRE PREVENTION</b>	<b>30,950</b>	<b>115,213</b>	<b>5,000</b>	<b>5,000</b>	<b>170,000</b>	<b>120,600</b>	<b>205,950</b>	<b>240,813</b>	<b>118,570</b>	<b>75,262</b>	

**Shire of Morawa**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

ANIMAL CONTROL	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
05200 ABC Allocation - Animal Control		9,749		-		-		9,749		5,460	
05201 Pound Maintenance		2,500		-		-		2,500		18	
05202 Ranger Expenses		40,000		-		-		40,000		24,056	
05203 Cat/Dog Other Expenses		2,500		-		-		2,500		1,306	
05205 Depreciation - Animal Control		-		-		-		-		-	
<b><u>OPERATING REVENUE</u></b>											
05220 Fines And Penalties	500		-		1,000		1,500		1,342		
05221 Dog Registration Fees	750		-		750		1,500		1,329		
05222 Pound Maintenance Fees	500		-		-		500		325		
05224 Cat Licenses	250		-		-		250		-		
<b>SUB-TOTAL</b>	<b>2,000</b>	<b>54,749</b>	<b>-</b>	<b>-</b>	<b>1,750</b>	<b>-</b>	<b>3,750</b>	<b>54,749</b>	<b>2,995</b>	<b>30,840</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - ANIMAL CONTROL</b>	<b>2,000</b>	<b>54,749</b>	<b>-</b>	<b>-</b>	<b>1,750</b>	<b>-</b>	<b>3,750</b>	<b>54,749</b>	<b>2,995</b>	<b>30,840</b>	

**Shire of Morawa**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER LAW, ORDER, PUBLIC SAFETY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
05300 ABC Allocation - Other Law, Order, Safety		677		-		-		677		384	
05301 Sms Alert Service Account		3,500		-		-		3,500		1,362	
05311 Depreciation - Oth Law And Order		-		-		-		-		-	
<b><u>OPERATING REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	4,177	-	-	-	-	-	4,177	-	1,746	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL - OTHER LAW, ORDER, PUBLIC SAFETY</b>	-	4,177	-	-	-	-	-	4,177	-	1,746	

**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
Preventative Services - Meat Inspection		350		-		-		350		-	
Preventative Services - Inspections & Admin		41,738		-		-		41,738		9,279	
Preventative Services - Pest Control		6,361		-		-		6,361		1,905	
Other Health		148,214		-		-		148,214		60,617	
<b><u>OPERATING REVENUE</u></b>											
Preventative Services - Meat Inspection	350		-		-		350		-		
Preventative Services - Inspections & Admin	700		-		-		700		291		
Preventative Services - Pest Control	-		-		-		-		-		
Other Health	8,000		-		-		8,000		3,921		
<b>SUB-TOTAL</b>	<b>9,050</b>	<b>196,663</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,050</b>	<b>196,663</b>	<b>4,212</b>	<b>71,801</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
Other Health		-		-		-		-		-	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>9,050</b>	<b>196,663</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,050</b>	<b>196,663</b>	<b>4,212</b>	<b>71,801</b>	

**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PREV SERVICES - MEAT INSPECTION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
07300 Other Expenses		350		-		-		350		-	
<b><u>OPERATING REVENUE</u></b>											
07330 Other Income	350		-		-		350		-		
<b>SUB-TOTAL</b>	<b>350</b>	<b>350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>350</b>	<b>350</b>	<b>-</b>	<b>-</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PREV SERVICES - MEAT INSPECTION</b>	<b>350</b>	<b>350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>350</b>	<b>350</b>	<b>-</b>	<b>-</b>	

**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PREV SRVCS - ADMIN & INSPECTION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
07400 ABC Allocation - Admin & Inspection		5,738		-		-		5,738		3,266	
07410 Analytical Expenses		1,000		-		-		1,000		360	
07416 Environmental Health Officer		35,000		-		-		35,000		5,653	
<b><u>OPERATING REVENUE</u></b>											
07430 Other Income	700		-		-		700		291		
<b>SUB-TOTAL</b>	<b>700</b>	<b>41,738</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>700</b>	<b>41,738</b>	<b>291</b>	<b>9,279</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PREV SRVCS - ADMIN &amp; INSPECTION</b>	<b>700</b>	<b>41,738</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>700</b>	<b>41,738</b>	<b>291</b>	<b>9,279</b>	

**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PREV SRVCS - PEST CONTROL	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
07500 ABC Allocation - Pest Control		3,361		-		-		3,361		1,905	
07501 Other Expenses		3,000		-		-		3,000		-	
<b><u>OPERATING REVENUE</u></b>											
07530 Other Income	-		-		-		-		-		
<b>SUB-TOTAL</b>	-	<b>6,361</b>	-	-	-	-	-	<b>6,361</b>	-	<b>1,905</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL - PREV SRVCS - PEST CONTROL</b>	-	<b>6,361</b>	-	-	-	-	-	<b>6,361</b>	-	<b>1,905</b>	



**Shire of Morawa**  
**SCHEDULE 07 - HEALTH**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER HEALTH	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
07700 ABC Allocation - Other Health		11,414		-		-		11,414		6,469	
07701 Ambulance/Emergency Services		5,000		-		-		5,000		193	
07702 Drs Surgery Maintenance		6,500		-		-		6,500		2,100	
07703 Drs Surgery Operating Exp		15,300		-		5,000		20,300		18,014	Reallocation from Office Expenses
07704 Drs Vehicle Allowance		20,000		-		-		20,000		-	Reallocation to Surgery Op Expenses
07706 Doctor Office Expenses		30,000		-		(5,000)		25,000		4,552	
07709 Housing Costs Allocated		10,000		-		-		10,000		6,129	
07711 Other Expenses		10,000		-		-		10,000		574	
07712 Depreciation - Other Health		21,000		-		-		21,000		9,348	
07714 Old Hospital Building		14,000		-		-		14,000		13,239	
07718 Mobile Dental Clinic Accommodation		5,000		-		-		5,000		-	
<b><u>OPERATING REVENUE</u></b>											
07730 Other Income - Other Health	8,000		-		-		8,000		3,921		
<b>SUB-TOTAL</b>	<b>8,000</b>	<b>148,214</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>148,214</b>	<b>3,921</b>	<b>60,617</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - OTHER HEALTH</b>	<b>8,000</b>	<b>148,214</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>148,214</b>	<b>3,921</b>	<b>60,617</b>	

**Shire of Morawa**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY		2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
		Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>												
Other Education			6,731		-		-		6,731		4,068	
Care of Families & Children			60,516		-		30,000		90,516		49,262	
Other Welfare			158,743		-		12,000		170,743		76,037	
<b><u>OPERATING REVENUE</u></b>												
Other Education		-		-		-		-		-		
Care of Families & Children		3,500		-		-		3,500		1,400		
Other Welfare		7,000		-		6,500		13,500		13,434		
<b>SUB-TOTAL</b>		<b>10,500</b>	<b>225,990</b>	<b>-</b>	<b>-</b>	<b>6,500</b>	<b>42,000</b>	<b>17,000</b>	<b>267,990</b>	<b>14,834</b>	<b>129,367</b>	
<b><u>CAPITAL EXPENDITURE</u></b>												
<b><u>CAPITAL REVENUE</u></b>												
<b>SUB-TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>		<b>10,500</b>	<b>225,990</b>	<b>-</b>	<b>-</b>	<b>6,500</b>	<b>42,000</b>	<b>17,000</b>	<b>267,990</b>	<b>14,834</b>	<b>129,367</b>	

**Shire of Morawa**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER EDUCATION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
08200 ABC Allocation - Other Education		3,731		-		-		3,731		2,127	
08202 Insurance		3,000		-		-		3,000		1,941	
<b><u>OPERATING REVENUE</u></b>											
08230 Other Income	-		-		-		-		-		
<b>SUB-TOTAL</b>	-	6,731	-	-	-	-	-	6,731	-	4,068	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL - OTHER EDUCATION</b>	-	6,731	-	-	-	-	-	6,731	-	4,068	

**Shire of Morawa**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

CARE OF FAMILIES & CHILDREN	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
08301 Building Mtce - Day Care Centre		5,716		-		-		5,716		3,870	Increased to assist with shovel readiness.
08303 Ecec Centre		50,000		-		30,000		80,000		42,375	
08305 Depreciation - Child Care		4,800		-		-		4,800		3,017	
<b><u>OPERATING REVENUE</u></b>											
08302 Other Income	3,500		-		-		3,500		1,400		
<b>SUB-TOTAL</b>	<b>3,500</b>	<b>60,516</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>3,500</b>	<b>90,516</b>	<b>1,400</b>	<b>49,262</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
08351 Land & Building Renewals		-		-		-		-		-	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - CARE OF FAMILIES &amp; CHILDREN</b>	<b>3,500</b>	<b>60,516</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>3,500</b>	<b>90,516</b>	<b>1,400</b>	<b>49,262</b>	

**Shire of Morawa**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER WELFARE	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
08600 ABC Allocation - Other Welfare		29,114		-		-		29,114		15,195	
08602 Salaries and Wages		62,593		-		-		62,593		20,880	
08603 Housing Costs Allocated		10,000		-		-		10,000		4,609	
08605 Youth Development Projects		15,000		-		-		15,000		5,301	
08606 Youth Centre Other Equipment		5,000		-		-		5,000		37	
08607 Other Expenses - Youth		5,000		-		-		5,000		549	
08608 Depreciation - Other Welfare		8,036		-		-		8,036		5,161	
08609 Maintenance - Youth Centre		22,000		-		-		22,000		10,757	
08613 Grant Expense		2,000		-		12,000		14,000		13,548	Bike week, Junk Art Project & Cota Expenses
<b><u>OPERATING REVENUE</u></b>											
08630 Other Income	2,000		-		-		2,000		70		
08631 Blue Tree Project	-		-		-		-		-		
08661 Grant Income - Youth	5,000		-		6,500		11,500		13,364		Bike week, Junk Art Project & Cota
<b>SUB-TOTAL</b>	<b>7,000</b>	<b>158,743</b>	<b>-</b>	<b>-</b>	<b>6,500</b>	<b>12,000</b>	<b>13,500</b>	<b>170,743</b>	<b>13,434</b>	<b>76,037</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - OTHER WELFARE</b>	<b>7,000</b>	<b>158,743</b>	<b>-</b>	<b>-</b>	<b>6,500</b>	<b>12,000</b>	<b>13,500</b>	<b>170,743</b>	<b>13,434</b>	<b>76,037</b>	

**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
Staff Housing		104,361		-		-		104,361		64,493	
Other Housing		86,856		-		-		86,856		38,054	
Aged Housing		56,500		-		-		56,500		27,889	
<b><u>OPERATING REVENUE</u></b>											
Staff Housing	11,000		-		-		11,000		12,645		
Other Housing	17,000		-		-		17,000		10,365		
Aged Housing	68,000		-		-		68,000		25,923		
<b>SUB-TOTAL</b>	<b>96,000</b>	<b>247,717</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>96,000</b>	<b>247,717</b>	<b>48,933</b>	<b>130,437</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
Staff Housing		85,789		3,960		25,000		114,749		86,896	
Other Housing		-		-		-		-		-	
Aged Housing		15,200		-		1,069		16,269		3,657	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>100,989</b>	<b>-</b>	<b>3,960</b>	<b>-</b>	<b>26,069</b>	<b>-</b>	<b>131,018</b>	<b>-</b>	<b>90,553</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>96,000</b>	<b>348,706</b>	<b>-</b>	<b>3,960</b>	<b>-</b>	<b>26,069</b>	<b>96,000</b>	<b>378,735</b>	<b>48,933</b>	<b>220,990</b>	

**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

STAFF HOUSING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
09100 ABC Allocation - Staff Housing		57,964		-		-		57,964		33,174	
09102 Maint - Lot 8 (2) Lodge St		-		-		-		-		535	
09103 Maint - Lot 375 (20) Barnes Street		10,000		-		-		10,000		4,553	
09104 Maint - Lot 377 (24) Barnes Street		10,000		-		-		10,000		5,690	
09105 Maint - Lot 347 (11) Broad Avenue		10,000		-		-		10,000		4,824	
09106 Maint - Lot 350 (17) Broad Avenue		10,000		-		-		10,000		3,762	
09107 Maint - Reserve 3931 Oval House		10,000		-		-		10,000		8,310	
09108 Maint - Lot 372 (7) White Avenue		10,000		-		-		10,000		9,173	
09109 Maint - Lot 36 (44) Winfield Street (Shoebox)		10,000		-		-		10,000		4,427	
09110 Maint - Lot 149 (41) Dregghorn Street		10,000		-		-		10,000		1,242	
09111 Maint - 18 A Evans/Richter		10,000		-		-		10,000		4,609	
09112 Maint - Lot 2 (45) Solomon Tce		10,000		-		-		10,000		6,608	
09113 Maint - 17 Solomon Tce		10,000		-		-		10,000		7,972	
09114 Maint - 2 Broad (Lot 1&2 Milloy Street)		10,000		-		-		10,000		5,871	
09115 Maint - 18B Evans St		10,000		-		-		10,000		3,839	
09117 Maint - 2 Caulfield Street		10,000		-		-		10,000		12,090	
09205 Maint - 78 Yewers Avenue		10,000		-		-		10,000		1,942	
09119 Maint - 24 Harley Street		10,000		-		-		10,000		6,085	
09120 Depreciation - Staff Housing		47,000		-		-		47,000		29,377	
09122 Interest On Loan 136		11,443		-		-		11,443		6,666	
<b>Recovered Amounts</b>		-		-		-		-		-	
09199 Less Staff Housing Costs Recovered		(172,046)		-		-		(172,046)		(96,255)	
<b>OPERATING REVENUE</b>											
09130 Housing Rental Income	4,000		-		-		4,000		4,450		
09131 Reimbursements - Staff Housing	6,500		-		-		6,500		8,195		
09132 Income - 17 Solomon Tce	500		-		-		500		-		
<b>SUB-TOTAL</b>	<b>11,000</b>	<b>104,361</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,000</b>	<b>104,361</b>	<b>12,645</b>	<b>64,493</b>	

**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

STAFF HOUSING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>CAPITAL EXPENDITURE</u></b>											Extra renewals required - Replace broken evaps and plumbing improvements to vacant properties.
09151 Purchase Land & Buildings		70,000		3,960		25,000		98,960		79,078	
09263 Principal Repayments Loan 136		15,789		-		-		15,789		7,818	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	85,789	-	3,960	-	25,000	-	114,749	-	86,896	
<b>TOTAL - STAFF HOUSING</b>	11,000	190,150	-	3,960	-	25,000	11,000	219,110	12,645	151,390	



**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER HOUSING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
09200 ABC Allocation - Other Housing		41,856		-		-		41,856		23,986	
09201 Maint Single Units		11,000		-		-		11,000		9,215	
09204 Maint Lot 345 Grove Street		10,000		-		-		10,000		3,344	
09208 Other Expenses		15,000		-		-		15,000		-	
09209 Maint - 23 Waddilove Street		10,000		-		-		10,000		6,129	
09223 Depreciation - Other Housing		9,000		-		-		9,000		3,452	
<b>Recovered Amounts</b>											
09222 Less Other Housing Recovered		(10,000)		-		-		(10,000)		(8,071)	
<b>OPERATING REVENUE</b>											
09230 Income From Single Units	16,000		-		-		16,000		10,365		
09232 Income From Lot 345 Grove Street	500		-		-		500		-		
09233 Income From Lot 78 Yewers	-		-		-		-		-		
09236 Other Housing - Other Income	500		-		-		500		-		
<b>SUB-TOTAL</b>	<b>17,000</b>	<b>86,856</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,000</b>	<b>86,856</b>	<b>10,365</b>	<b>38,054</b>	
<b>CAPITAL EXPENDITURE</b>											
09251 Land & Buildings		-		-		-		-		-	
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - OTHER HOUSING</b>	<b>17,000</b>	<b>86,856</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,000</b>	<b>86,856</b>	<b>10,365</b>	<b>38,054</b>	

**Shire of Morawa**  
**SCHEDULE 09 - HOUSING**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

AGED HOUSING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
09331 Aged Care Units Operations		15,000		-		-		15,000		6,378	
09333 Aged Care Units Maintenance		20,500		-		-		20,500		12,316	
09350 Depreciation - Aged Housing		21,000		-		-		21,000		9,196	
<b>OPERATING REVENUE</b>											
09335 Aged Care Unit 1 Income	9,000		-		-		9,000		5,577		
09336 Aged Care Unit 2 Income	7,000		-		-		7,000		1,840		
09337 Aged Care Unit 3 Income	7,000		-		-		7,000		2,477		
09338 Aged Care Unit 4 Income	8,000		-		-		8,000		3,920		
09339 Aged Care Unit 5 Income	7,000		-		-		7,000		4,016		
09340 Aged Care Unit 6 Income	2,000		-		-		2,000		-		
09341 Aged Care Unit 7 Income	13,000		-		-		13,000		(574)		
09342 Aged Care Unit 8 Income	2,000		-		-		2,000		-		
09343 Aged Care Unit 9 Income	13,000		-		-		13,000		8,667		
<b>SUB-TOTAL</b>	<b>68,000</b>	<b>56,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>68,000</b>	<b>56,500</b>	<b>25,923</b>	<b>27,889</b>	
<b>CAPITAL EXPENDITURE</b>											
09352 Trf To Aged Care Units (Excl. 1-4) Reserve		10,000		-		-		10,000		-	
09355 Trf Interest To Aged Care Units 1-4 (Jva) Reserve		1,200		-		125		1,325		773	To Match Expected Actuals
09356 Trf Interest To Aged Care Units (Excl. 1-4) Reserve		4,000		-		944		4,944		2,884	To Match Expected Actuals
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>15,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,069</b>	<b>-</b>	<b>16,269</b>	<b>-</b>	<b>3,657</b>	
<b>TOTAL - AGED HOUSING</b>	<b>68,000</b>	<b>71,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,069</b>	<b>68,000</b>	<b>72,769</b>	<b>25,923</b>	<b>31,546</b>	

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
Sanitation - Household Refuse		270,178		-		15,000		285,178		126,826	
Sanitation - Other		301,489		-		15,000		316,489		43,367	
Sewerage		130,056		-		-		130,056		109,434	
Urban Stormwater Drainage		9,500		-		-		9,500		-	
Town Planning & Regional Development		70,329		-		-		70,329		31,866	
Other Community Amenities		135,052		-		1,200		136,252		93,001	
<b>OPERATING REVENUE</b>											
Sanitation - Household Refuse	136,176		-		-		136,176		134,271		
Sanitation - Other	289,370		11,352		-		300,722		293,368		
Sewerage	290,482		-		-		290,482		286,328		
Town Planning & Regional Development	7,500		-		-		7,500		987		
Other Community Amenities	310,343		-		65,000		375,343		116,232		
<b>SUB-TOTAL</b>	<b>1,033,871</b>	<b>916,604</b>	<b>11,352</b>	<b>-</b>	<b>65,000</b>	<b>31,200</b>	<b>1,110,223</b>	<b>947,804</b>	<b>831,186</b>	<b>404,493</b>	
<b>CAPITAL EXPENDITURE</b>											
Sanitation - Household Refuse		21,600		-		1,195		22,795		1,628	
Sewerage		95,200		-		1,955		97,155		4,173	
Other Community Amenities		96,857		-		65,000		161,857		89,289	
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>213,657</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>68,150</b>	<b>-</b>	<b>281,807</b>	<b>-</b>	<b>95,091</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>1,033,871</b>	<b>1,130,261</b>	<b>11,352</b>	<b>-</b>	<b>65,000</b>	<b>99,350</b>	<b>1,110,223</b>	<b>1,229,611</b>	<b>831,186</b>	<b>499,584</b>	

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

SANITATION - HOUSEHOLD REFUSE											
	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
10100 ABC Allocations - Sanitation		50,678		-		-		50,678		28,884	Additional Mtce required
10101 Domestic Refuse Collection		62,000		-		-		62,000		16,835	
10102 Landfill Maintenance Costs		45,000		-		15,000		60,000		31,076	
10105 Street Bins Collected		15,000		-		-		15,000		2,511	
10106 Purchase Bins For Resale		1,000		-		-		1,000		1,139	
10107 Depreciation - Sanitation Refuse		9,000		-		-		9,000		6,170	
10110 Refuse/Transfer Stn Office Maintenance		2,500		-		-		2,500		793	
10112 Landfill / Transfer Station Management		85,000		-		-		85,000		39,418	
<b><u>OPERATING REVENUE</u></b>											
10130 Domestic Rubbish Collection Charges	134,676		-		-		134,676		133,644		
10131 Sale Of Bins	1,000		-		-		1,000		627		
10132 Refuse Site Dumping Charges	500		-		-		500		-		
SUB-TOTAL	136,176	270,178	-	-	-	15,000	136,176	285,178	134,271	126,826	
<b><u>CAPITAL EXPENDITURE</u></b>											
10156 Transfer Interest to Rehab Reserve		1,600		-		1,195		2,795		1,628	To Match Expected Actuals
10157 Transfer to Rehab Reserve		20,000		-		-		20,000		-	
<b><u>CAPITAL REVENUE</u></b>											
SUB-TOTAL	-	21,600	-	-	-	1,195	-	22,795	-	1,628	
TOTAL - SANITATION - HOUSEHOLD REFUSE	136,176	291,778	-	-	-	16,195	136,176	307,973	134,271	128,454	

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

SANITATION - OTHER	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
10200 ABC Allocation - Other Sanitation		11,989		-		-		11,989		6,854	
10201 Drummuster Expenses		500		-		-		500		-	
10202 Commercial Refuse Collection		44,000		-		-		44,000		22,333	
10203 Town Clean Day/S		210,000		-		-		210,000		-	
10204 Litter Control Expenses - Other		10,000		-		-		10,000		-	
10205 Waste Management Strategy		10,000		-		15,000		25,000		14,180	Extra costs association with Plan
10206 Transfer Station Bins		15,000		-		-		15,000		-	
<b><u>OPERATING REVENUE</u></b>											
10230 Drummuster Income	250		-		-		250		-		
10231 Commercial Rubbish Collection Charges	87,720		11,352		-		99,072		93,368		
10232 Grant Income	200,000		-		-		200,000		200,000		
10233 Refuse Charges - Transfer Station	400		-		-		400		-		
10235 Reimbursements - Sanitation	1,000		-		-		1,000		-		
<b>SUB-TOTAL</b>	<b>289,370</b>	<b>301,489</b>	<b>11,352</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>300,722</b>	<b>316,489</b>	<b>293,368</b>	<b>43,367</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - SANITATION - OTHER</b>	<b>289,370</b>	<b>301,489</b>	<b>11,352</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>300,722</b>	<b>316,489</b>	<b>293,368</b>	<b>43,367</b>	

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

SEWERAGE	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
10300 ABC Allocation - Sewerage		14,056		-		-		14,056		8,073	
10301 Sewerage Scheme Maintenance		75,000		-		-		75,000		27,146	
10302 Sewerage Audit & License Fees		5,000		-		-		5,000		-	
10303 Depreciation - Sewerage		36,000		-		-		36,000		74,215	
<b>OPERATING REVENUE</b>											
10330 Vacant Land Sewerage Fees	10,656		-		-		10,656		10,656		
10332 Fixed Sewerage Fees (Non Rateable)	11,836		-		-		11,836		9,684		
10333 Additional Sewerage Fees (Non Rateable)	43,524		-		-		43,524		43,522		
10334 Residential Sewerage Fees	181,668		-		-		181,668		181,669		
10335 Commercial Sewerage Fees	40,798		-		-		40,798		40,798		
10337 Septic Tank Fees	500		-		-		500		-		
10338 Contributions To Sewerage	1,500		-		-		1,500		-		
<b>SUB-TOTAL</b>	<b>290,482</b>	<b>130,056</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>290,482</b>	<b>130,056</b>	<b>286,328</b>	<b>109,434</b>	
<b>CAPITAL EXPENDITURE</b>											
10304 Transfer Interest to Sewerage Reserve		5,200		-		1,955		7,155		4,173	To Match Expected Actuals
10314 Transfer to Reserve		60,000		-		-		60,000		-	
10325 Sewerage Upgrade		30,000		-		-		30,000		-	
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>95,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,955</b>	<b>-</b>	<b>97,155</b>	<b>-</b>	<b>4,173</b>	
<b>TOTAL - SEWERAGE</b>	<b>290,482</b>	<b>225,256</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,955</b>	<b>290,482</b>	<b>227,211</b>	<b>286,328</b>	<b>113,607</b>	

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

URBAN STORMWATER DRAINAGE	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<u>OPERATING EXPENDITURE</u>											
10400 Expenses - Urban Stormwater		9,500		-		-		9,500		-	
<u>OPERATING REVENUE</u>											
SUB-TOTAL	-	9,500	-	-	-	-	-	9,500	-	-	
<u>CAPITAL EXPENDITURE</u>											
<u>CAPITAL REVENUE</u>											
SUB-TOTAL	-	-	-	-	-	-	-	-	-	-	
TOTAL - URBAN STORMWATER DRAINAGE	-	9,500	-	-	-	-	-	9,500	-	-	

**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

TOWN PLANNING & REG. DEVELOP.	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
10600 ABC Allocation - Town Planning		55,397		-		-		55,397		30,953	
10601 Scheme Review		5,000		-		-		5,000		-	
10602 Other Expenses		3,500		-		-		3,500		913	
10604 Employee Expenses		6,432		-		-		6,432		-	
<b><u>OPERATING REVENUE</u></b>											
10630 Income - Town Planning	7,500		-		-		7,500		987		
<b>SUB-TOTAL</b>	<b>7,500</b>	<b>70,329</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,500</b>	<b>70,329</b>	<b>987</b>	<b>31,866</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - TOWN PLANNING &amp; REG. DEVELOP.</b>	<b>7,500</b>	<b>70,329</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,500</b>	<b>70,329</b>	<b>987</b>	<b>31,866</b>	





**Shire of Morawa**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER COMMUNITY AMENITIES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<u>CAPITAL EXPENDITURE</u>											
10752 Infrastructure Other		96,857		-		65,000		161,857		89,289	Cemetery Entrance
<u>CAPITAL REVENUE</u>											
SUB-TOTAL	-	96,857	-	-	-	65,000	-	161,857	-	89,289	
TOTAL - OTHER COMMUNITY AMENITIES	310,343	231,909	-	-	65,000	66,200	375,343	298,109	116,232	182,290	

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
Public Halls and Civic Centres		169,776		-		-		169,776		103,581	
Swimming Areas & Beaches		332,361		-		-		332,361		178,009	
Other Recreation and Sport		845,265		40,000		-		885,265		573,215	
TV and Radio Re-broadcasting		2,000		-		-		2,000		-	
Libraries		26,104		-		-		26,104		11,469	
Other Culture		140,264		-		-		140,264		71,186	
<b>OPERATING REVENUE</b>											
Public Halls and Civic Centres	259,840		-		(65,000)		194,840		52,062		
Swimming Areas & Beaches	20,000		-		-		20,000		18,047		
Other Recreation and Sport	541,800		-		217,597		759,397		750,336		
Libraries	200		-		-		200		-		
Other Culture	30,000		-		-		30,000		25,000		
<b>SUB-TOTAL</b>	<b>851,840</b>	<b>1,515,770</b>	<b>-</b>	<b>40,000</b>	<b>152,597</b>	<b>-</b>	<b>1,004,437</b>	<b>1,555,770</b>	<b>845,445</b>	<b>937,460</b>	
<b>CAPITAL EXPENDITURE</b>											
Public Halls and Civic Centres		221,430		-		(65,000)		156,430		52,237	
Swimming Areas & Beaches		21,700		-		556		22,256		1,316	
Other Recreation and Sport		926,325		35,000		217,597		1,178,922		67,009	
Other Culture		8,000		(3,960)				4,040		4,040	
<b>CAPITAL REVENUE</b>											
Other Recreation and Sport	101,640		-		-		101,640		-		
<b>SUB-TOTAL</b>	<b>101,640</b>	<b>1,177,455</b>	<b>-</b>	<b>31,040</b>	<b>-</b>	<b>153,153</b>	<b>101,640</b>	<b>1,361,648</b>	<b>-</b>	<b>124,602</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>953,480</b>	<b>2,693,225</b>	<b>-</b>	<b>71,040</b>	<b>152,597</b>	<b>153,153</b>	<b>1,106,077</b>	<b>2,917,418</b>	<b>845,445</b>	<b>1,062,061</b>	

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PUBLIC HALLS, CIVIC CENTRES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
11100 ABC Allocation - Halls		32,776		-		-		32,776		18,688	
11101 Maint - Gutha Hall		12,000		-		-		12,000		3,287	
11102 Maint - Morawa Hall & Old Shire Building		45,000		-		-		45,000		43,242	
11104 Depreciation - Public Halls		80,000		-		-		80,000		38,363	
<b>OPERATING REVENUE</b>											
11130 Income - Public Halls & Civic Centres	1,500		-		-		1,500		1,455		
11131 Public Halls Liquor Surcharge	-		-		-		-		50		
11140 Grants-Lrcip	258,340		-		(65,000)		193,340		50,557		Reallocation to Cemetery
<b>SUB-TOTAL</b>	<b>259,840</b>	<b>169,776</b>	<b>-</b>	<b>-</b>	<b>(65,000)</b>	<b>-</b>	<b>194,840</b>	<b>169,776</b>	<b>52,062</b>	<b>103,581</b>	
<b>CAPITAL EXPENDITURE</b>											
11150 Land & Buildings		-		-				-		-	
11151 Land & Buildings		221,430		-		(65,000)		156,430		52,237	Reallocation to Cemetery
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>221,430</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(65,000)</b>	<b>-</b>	<b>156,430</b>	<b>-</b>	<b>52,237</b>	
<b>TOTAL - PUBLIC HALLS, CIVIC CENTRES</b>	<b>259,840</b>	<b>391,206</b>	<b>-</b>	<b>-</b>	<b>(65,000)</b>	<b>(65,000)</b>	<b>194,840</b>	<b>326,206</b>	<b>52,062</b>	<b>155,818</b>	

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

SWIMMING AREAS & BEACHES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
11200 ABC Allocation - Swimming Pool		42,453		-		-		42,453		24,447	
11201 Employee Expenses - Swimming Pool		108,408		-		-		108,408		52,465	
11204 Housing Costs Allocated - Swimming Pool		10,000		-		-		10,000		1,942	
11205 Maintenance - Swimming Pool		130,000		-		-		130,000		67,153	
11206 Depreciation - Swimming Pool		40,000		-		-		40,000		30,718	
11207 Other Expenses - Swimming Areas		1,500		-		-		1,500		1,282	
11209 Loss On Disposal Of Assets		-		-		-		-		-	
		-		-		-		-		-	
<b><u>OPERATING REVENUE</u></b>											
11231 Swimming Pool Admissions	19,000		-		-		19,000		18,047		
11260 Other Income - Swimming Pool	1,000		-		-		1,000		-		
<b>SUB-TOTAL</b>	<b>20,000</b>	<b>332,361</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>332,361</b>	<b>18,047</b>	<b>178,009</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
11271 Transfer To Reserve		20,000		-		-		20,000		-	
11272 Transfer Interest to Reserve		1,700		-		556		2,256		1,316	To Match Expected Actuals
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>21,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>556</b>	<b>-</b>	<b>22,256</b>	<b>-</b>	<b>1,316</b>	
<b>TOTAL - SWIMMING AREAS &amp; BEACHES</b>	<b>20,000</b>	<b>354,061</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>556</b>	<b>20,000</b>	<b>354,617</b>	<b>18,047</b>	<b>179,324</b>	

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER RECREATION & SPORT	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
11300 ABC Allocation - Other Rec & Sport		55,086		-		-		55,086		30,595	
11301 Maint - Golf And Bowling Club		10,000		-		-		10,000		10,020	
11302 Maint - Parks & Reserves		350,000		-		-		350,000		233,663	
11303 Maint - Sport & Rec Ovals & Buildings		222,465		-		-		222,465		150,144	
11305 Maint - Pony Club Grounds		300		-		-		300		-	
11308 Depreciation - Other Rec & Sport		162,504		-		-		162,504		112,123	
11309 Other Expenses		15,000		40,000		-		55,000		16,645	
11310 Bond Refunds (Hall/Rec & Oval Hire)		1,000		-		-		1,000		500	
11312 Interest on Loan 139 - Netball Courts		3,910		-		-		3,910		2,562	
11313 Maintenance/Operations Of Gymnasium		25,000		-		-		25,000		16,964	
<b>OPERATING REVENUE</b>											
11330 Other Income	500		-		-		500		1,091		
11331 Oval And Facilities Levies & Hire Fees	8,300		-		-		8,300		5,950		
11332 Grant Income - Lrcip	-		-		217,597		217,597		217,597		Grant Funding Solomon Tce
11336 Grant Income.	19,000		-		-		19,000		19,481		
11371 Contributions	500,000		-		-		500,000		500,000		
11372 Bonds Hall/Rec & Oval Hire Receipts	1,000		-		-		1,000		640		
11373 Gymnasium Income	13,000		-		-		13,000		5,576		
<b>SUB-TOTAL</b>	<b>541,800</b>	<b>845,265</b>	<b>-</b>	<b>40,000</b>	<b>217,597</b>	<b>-</b>	<b>759,397</b>	<b>885,265</b>	<b>750,336</b>	<b>573,215</b>	
<b>CAPITAL EXPENDITURE</b>											
11350 Land & Buildings		700,000		-		-		700,000		-	
11358 Infrastructure - Parks & Ovals		201,640		35,000		217,597		454,237		55,747	Solomon Tce
11362 Playground Equipment		12,318		-		-		12,318		5,103	
11364 Principal Repayments Loan 139		12,367		-		-		12,367		6,159	
11360 Transfers From Reserve	101,640		-		-		101,640		-		
<b>SUB-TOTAL</b>	<b>101,640</b>	<b>926,325</b>	<b>-</b>	<b>35,000</b>	<b>-</b>	<b>217,597</b>	<b>101,640</b>	<b>1,178,922</b>	<b>-</b>	<b>67,009</b>	
<b>TOTAL - OTHER RECREATION &amp; SPORT</b>	<b>643,440</b>	<b>1,771,590</b>	<b>-</b>	<b>75,000</b>	<b>217,597</b>	<b>217,597</b>	<b>861,037</b>	<b>2,064,187</b>	<b>750,336</b>	<b>640,223</b>	

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

TV & RADIO REBROADCASTING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
<u>OPERATING EXPENDITURE</u>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
11400 Expenses - Other		2,000		-		-		2,000		-	
<u>OPERATING REVENUE</u>											
11401 Income - Television & Rebroadcasting	-		-		-		-		-		
<b>SUB-TOTAL</b>	-	<b>2,000</b>	-	-	-	-	-	<b>2,000</b>	-	-	
<u>CAPITAL EXPENDITURE</u>											
<u>CAPITAL REVENUE</u>											
<b>SUB-TOTAL</b>	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL - TV &amp; RADIO REBROADCASTING</b>	-	<b>2,000</b>	-	-	-	-	-	<b>2,000</b>	-	-	

**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

LIBRARIES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
11500 ABC Allocation - Library		20,104		-		-		20,104		11,415	
11501 Expenses - Other		2,000		-		-		2,000		55	
11502 Library Software - Maint & Support		4,000		-		-		4,000		-	
<b><u>OPERATING REVENUE</u></b>											
11530 Library Income	200		-		-		200		-		
<b>SUB-TOTAL</b>	<b>200</b>	<b>26,104</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>26,104</b>	<b>-</b>	<b>11,469</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - LIBRARIES</b>	<b>200</b>	<b>26,104</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>26,104</b>	<b>-</b>	<b>11,469</b>	



**Shire of Morawa**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER CULTURE	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
11600 ABC Allocation - Other Culture		22,404		-		-		22,404		12,769	
11602 Museum - Operations		9,000		-		-		9,000		5,663	
11603 Maint - Community FM Radio		1,000		-		-		1,000		96	
11605 Contributions To Morawa Cwa		1,076		-		-		1,076		-	
11607 Morawa Music & Arts Festival		20,000		-		-		20,000		1,430	
11609 Other Event Expenditure		15,000						15,000		1,551	
11610 Depreciation - Other Culture		9,784		-		-		9,784		6,095	
11612 Arts & Culture Plan Grant Expenditure		50,000		-		-		50,000		30,394	
11613 Naidoc Week Expenses		7,000		-		-		7,000		14,239	
11614 Australia Day Expenditure		5,000		-		-		5,000		(1,052)	
<b><u>OPERATING REVENUE</u></b>											
11621 Event Income - Other Culture	1,000						1,000		-		
11622 Income - Music, Arts & Festivals	-		-		-		-		-		
11626 Grant Income - Arts & Culture Plan	25,000		-		-		25,000		25,000		
11627 Naidoc Week Income	2,000		-		-		2,000		-		
11628 Australia Day Income	2,000		-		-		2,000		-		
<b>SUB-TOTAL</b>	<b>30,000</b>	<b>140,264</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>140,264</b>	<b>25,000</b>	<b>71,186</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
11653 Land & Buildings Renewal - Other Culture		8,000		(3,960)		-		4,040		4,040	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>8,000</b>	<b>-</b>	<b>(3,960)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,040</b>	<b>-</b>	<b>4,040</b>	
<b>TOTAL - OTHER CULTURE</b>	<b>30,000</b>	<b>148,264</b>	<b>-</b>	<b>(3,960)</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>144,304</b>	<b>25,000</b>	<b>75,226</b>	

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY											
	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
Maintenance Roads, Bridges and Depots		2,862,628		-		225,000		3,087,628		1,073,335	
Plant Purchases		12,092		-		-		12,092		4,032	
Transport Licensing		355,313		-		-		355,313		193,439	
Aerodromes		87,138		-		10,000		97,138		46,404	
<b>OPERATING REVENUE</b>											
Construction Roads, Bridges and Depots	2,237,325		-		168,066		2,405,391		942,882		
Maintenance Roads, Bridges and Depots	826,000		-		-		826,000		83,098		
Plant Purchases	10,427		-		-		10,427		-		
Transport Licensing	354,200		-		-		354,200		164,371		
Aerodromes	81,678		-		(10,000)		71,678		29,701		
SUB-TOTAL	3,509,630	3,317,171	-	-	158,066	235,000	3,667,696	3,552,171	1,220,052	1,317,210	
<b>CAPITAL EXPENDITURE</b>											
Construction Roads, Bridges and Depots		2,958,850		-		183,716		3,142,566		819,038	
Maintenance Roads, Bridges and Depots		-		-		-		-		-	
Plant Purchases		519,500		-		186,425		705,925		67,176	
Aerodromes		163,356		-		(35,000)		128,356		127,916	
<b>CAPITAL REVENUE</b>											
Maintenance Roads, Bridges and Depots	30,000		-		-		30,000		-		
Plant Purchases	-		-		120,000		120,000		-		
SUB-TOTAL	30,000	3,641,706	-	-	120,000	335,141	150,000	3,976,847	-	1,014,131	
TOTAL - PROGRAMME SUMMARY	3,539,630	6,958,877	-	-	278,066	570,141	3,817,696	7,529,018	1,220,052	2,331,340	

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

CONST. ROADS, BRIDGES, DEPOTS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
<b><u>OPERATING REVENUE</u></b>											
12133 Black Spot Grant Income	-		-		30,000		30,000		22,909		Evaside Road
12135 R2R Grant Income - Construction	400,000		-		-		400,000		293,539		
12136 RRG Project Income	800,000		-		-		800,000		480,903		
12139 Footpath Grant Income	37,325		-		-		37,325		7,465		
12140 MWSGF Grant Income	1,000,000		-		-		1,000,000		-		Winfield Street Drainage Resolution# 230906
12137 LRCIP Grant Income - Transport	-		-		138,066		138,066		138,066		
<b>SUB-TOTAL</b>	<b>2,237,325</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>168,066</b>	<b>-</b>	<b>2,405,391</b>	<b>-</b>	<b>942,882</b>	<b>-</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
12150 Rural Roads Construction		2,620,000		-		45,000		2,665,000		698,784	Evaside Road
12151 Townsite Roads Construction		50,000		-		-		50,000		46,923	
12152 Kerbing Construction - Townsite Roads		50,000		-		-		50,000		-	
12153 Street Lights - Townsite Roads		110,000		-		-		110,000		34	
12156 Drainage Construction		30,000		-		138,066		30,000		-	Winfield Street Drainage
12157 Footpath Construction		74,650		-		-		74,650		70,487	
12158 Land and Buildings		20,000		-		-		20,000		-	
12162 Transfer Interest to Road Reserve		4,200		-		650		4,850		2,810	To Match Expected Actuals
<b>SUB-TOTAL</b>	<b>-</b>	<b>2,958,850</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>183,716</b>	<b>-</b>	<b>3,004,500</b>	<b>-</b>	<b>819,038</b>	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - CONST. ROADS, BRIDGES, DEPOTS</b>	<b>2,237,325</b>	<b>2,958,850</b>	<b>-</b>	<b>-</b>	<b>168,066</b>	<b>183,716</b>	<b>2,405,391</b>	<b>3,004,500</b>	<b>942,882</b>	<b>819,038</b>	

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

MTCE. ROADS, BRIDGES, DEPOTS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
12200 ABC Allocation - Road Maint		119,538		-		-		119,538		59,993	
12201 Ramm'S - Annual Charge		10,000		-		-		10,000		7,884	
12202 Street Lighting		52,000		-		-		52,000		18,938	
12203 Maint - Rural Roads		675,000		-		-		675,000		339,018	
12204 Maint - Town Streets		70,000		-		-		70,000		21,749	
12205 Maint - Drainage		10,000		-		-		10,000		203	
12206 Maint - Depot		53,000		-		25,000		78,000		53,404	Increased to cover expected actual costs
12207 Maint - Footpaths		5,000		-		-		5,000		1,019	
12208 Maint - Traffic Signs		5,000		-		-		5,000		1,222	
12210 Maint - Crossovers		1,500		-		-		1,500		-	
12211 Depreciation - Infrastructure		1,296,590		-		-		1,296,590		531,653	
12213 Street Sweeping		20,000		-		-		20,000		14,108	
12214 Maint - Rural Roads - Mining Activity		45,000		-		-		45,000		12,359	
12215 Flood Damage		500,000				200,000		700,000		11,784	Increase to flood damage as per Council Resolution #231213
<b>OPERATING REVENUE</b>											
12230 Income - Roads, Bridges & Depot Maint	5,000		-		-		5,000		-		
12234 Grant - Mrwa Direct - Maint	166,000		-		-		166,000		-		
12236 Road Mtce Contribution	55,000		-		-		55,000		8,400		
12237 Flood Damage Reimbursements	500,000						500,000		-		
12238 Maint Contribution - Morawa Yalgoo Rd	100,000		-		-		100,000		74,698		
<b>SUB-TOTAL</b>	<b>826,000</b>	<b>2,862,628</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>225,000</b>	<b>826,000</b>	<b>3,087,628</b>	<b>83,098</b>	<b>1,073,335</b>	
<b>CAPITAL EXPENDITURE</b>											
<b>CAPITAL REVENUE</b>											
12374 Transfer From Morawa-Yalgoo Road Reserve	30,000						30,000			-	
<b>SUB-TOTAL</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - MTCE. ROADS, BRIDGES, DEPOTS</b>	<b>856,000</b>	<b>2,862,628</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>225,000</b>	<b>856,000</b>	<b>3,087,628</b>	<b>83,098</b>	<b>1,073,335</b>	

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PLANT PURCHASES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
12300 ABC Allocation - Plant		7,092		-		-		7,092		4,032	
12302 Loss On Disposal Of Assets		-		-		-		-		-	
12305 Expenses - Plant		5,000		-		-		5,000		-	
<b><u>OPERATING REVENUE</u></b>											
12331 Profit On Disposal Of Assets	10,427		-		-		10,427		-		
<b>SUB-TOTAL</b>	<b>10,427</b>	<b>12,092</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,427</b>	<b>12,092</b>	<b>-</b>	<b>4,032</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
12303 Transfer Interest to Plant Reserve		9,500		-		1,425		10,925		6,373	To Match Expected Actuals Additional costs of \$15k x 4 for Utes and \$60k per truck, plus extra ute \$45k
12350 Plant & Equipment		510,000		-		185,000		695,000		60,803	
12352 Transfer to Reserve		-		-		-		-		-	
<b><u>CAPITAL REVENUE</u></b>											
12340 Transfer from Reserve	-		-		120,000		120,000		-		To cover additional costs of plant purchases
12370 Proceeds On Asset Disposal	73,000		-		-		73,000		-		
12371 Realisation On Asset Disposal	(73,000)		-		-		(73,000)		-		
<b>SUB-TOTAL</b>	<b>-</b>	<b>519,500</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>186,425</b>	<b>120,000</b>	<b>705,925</b>	<b>-</b>	<b>67,176</b>	
<b>TOTAL - PLANT PURCHASES</b>	<b>10,427</b>	<b>531,592</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>186,425</b>	<b>130,427</b>	<b>718,017</b>	<b>-</b>	<b>71,208</b>	

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

TRANSPORT LICENSING	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
12500 ABC Allocation - Licensing		73,313		-		-		73,313		41,295	
12502 DOT Reimbursable Expenses - Licensing		2,000		-		-		2,000		-	
12503 DOT - Licensing Expenditure		280,000		-		-		280,000		152,144	
<b><u>OPERATING REVENUE</u></b>											
12530 Licensing Commissions - DOT	15,000		-		-		15,000		3,206		
12531 DOT Reimbursements - Licensing	2,000		-		-		2,000		-		
12532 DOT - Licensing Income	337,200		-		-		337,200		161,165		
<b>SUB-TOTAL</b>	<b>354,200</b>	<b>355,313</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>354,200</b>	<b>355,313</b>	<b>164,371</b>	<b>193,439</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - TRANSPORT LICENSING</b>	<b>354,200</b>	<b>355,313</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>354,200</b>	<b>355,313</b>	<b>164,371</b>	<b>193,439</b>	

**Shire of Morawa**  
**SCHEDULE 12 - TRANSPORT**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

AERODROMES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
12600 ABC Allocation - Aerodrome		6,108		-		-		6,108		3,488	
12601 Aerodromes Terminal Building Mtce/Ops		40,000		-		10,000		50,000		36,002	Additional costs
12602 Depreciation - Aerodromes		16,030		-		-		16,030		6,914	
12603 Aerodromes - Other Expenditure		25,000		-		-		25,000		-	
<b><u>OPERATING REVENUE</u></b>											
12633 Aerodrome Grant	81,678		-		(10,000)		71,678		29,701		Income reduced due to Ratio to spend
<b>SUB-TOTAL</b>	<b>81,678</b>	<b>87,138</b>	<b>-</b>	<b>-</b>	<b>(10,000)</b>	<b>10,000</b>	<b>71,678</b>	<b>97,138</b>	<b>29,701</b>	<b>46,404</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
12651 Infrastructure		163,356		-		(35,000)		128,356		127,916	Project completed
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>163,356</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(35,000)</b>	<b>-</b>	<b>128,356</b>	<b>-</b>	<b>127,916</b>	
<b>TOTAL - AERODROMES</b>	<b>81,678</b>	<b>250,494</b>	<b>-</b>	<b>-</b>	<b>(10,000)</b>	<b>(25,000)</b>	<b>71,678</b>	<b>225,494</b>	<b>29,701</b>	<b>174,320</b>	

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY											
	2023-24		2023-24		2023-24		2023-24		2023-24		Comments
	Adopted Budget		1st Quarter Review		2nd Quarter Review		Amended Budget		Actuals as at 31/01/2024		
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<u>OPERATING EXPENDITURE</u>											
Rural Services		18,401		-		-		18,401		5,593	
Tourism & Area Promotion		357,699		-		-		357,699		204,156	
Building Control		48,427		-		-		48,427		24,686	
Other Economic Services		61,529		-		-		61,529		37,826	
Economic Development		246,652		-		-		246,652		148,390	
<u>OPERATING REVENUE</u>											
Tourism & Area Promotion	343,470		-		-		343,470		181,761		
Building Control	8,500		-		200		8,700		4,024		
Other Economic Services	25,000		-		-		25,000		9,650		
Economic Development	21,600		4,000		5,000		30,600		19,881		
SUB-TOTAL	398,570	732,708	4,000	-	5,200	-	407,770	732,708	215,316	420,650	
<u>CAPITAL EXPENDITURE</u>											
Tourism & Area Promotion		152,357		-		(12,458)		139,899		139,899	
Other Economic Services		-		-		-		-		-	
Economic Development		50,300		-		45,875		96,175		57,176	
<u>CAPITAL REVENUE</u>											
Economic Development	10,000		-		-		10,000		-		
SUB-TOTAL	10,000	202,657	-	-	-	33,417	10,000	236,074	-	197,075	
<u>TOTAL - PROGRAMME SUMMARY</u>											
	408,570	935,365	4,000	-	5,200	33,417	417,770	968,782	215,316	617,725	



**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

RURAL SERVICES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
13100 ABC Allocation - Rural Services		9,401		-		-		9,401		5,593	
13101 Expenses - Noxious Weeds & Spraying		3,000		-		-		3,000		-	
13102 Expenses - Vermin Control		3,000		-		-		3,000		-	
13103 Dog Control / Management		3,000		-		-		3,000		-	
<b><u>OPERATING REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	18,401	-	-	-	-	-	18,401	-	5,593	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL - RURAL SERVICES</b>	-	18,401	-	-	-	-	-	18,401	-	5,593	

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

TOURISM & AREA PROMOTION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
13200 ABC Allocation - Tourism		76,424		-		-		76,424		40,812	
13201 Caravan Park - Employment Expenses		42,599		-		-		42,599		20,228	
13203 Expenses - Caravan Park		95,000		-		-		95,000		71,797	
13204 Maint - Canna Chalet		9,000		-		-		9,000		6,584	
13205 Maint - Koolanooka Chalet		9,000		-		-		9,000		7,002	
13206 Expenses - Area Promotion		25,000		-		-		25,000		4,340	
13207 Expenses - Community Resource Centre		1,000		-		-		1,000		-	
13208 Wildflower Country Tourism Committee		3,000		-		-		3,000		-	
13209 Tourist Bureau Operations		5,700		-		-		5,700		6,116	
13212 Depreciation - Tourism		26,976		-		-		26,976		18,044	
13213 Morawa Trails Project		5,000		-		-		5,000		-	
13215 Maint - Unit 1 C/Park - Morawa		9,000		-		-		9,000		4,804	
13216 Maint - Unit 2 C/Park - Gutha		9,000		-		-		9,000		4,917	
13217 Maint - Unit 3 C/Park - Merkanooka		9,000		-		-		9,000		6,653	
13218 Maint - Unit 4 - C/Park - Pintharuka		9,000		-		-		9,000		4,121	
13219 Maint - Caravan Park Office/Accom		2,000		-		-		2,000		4,858	
13220 Other Expenses - Area Promotion		21,000		-		-		21,000		3,880	

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

TOURISM & AREA PROMOTION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING REVENUE</u></b>											
13231 Income - Canna Chalet	40,000		-		-		40,000		20,572		
13232 Income - Koolanooka Chalet	38,000		-		-		38,000		16,316		
13234 Caravan - Powered/Non-Powered Site	38,000		-		-		38,000		22,028		
13235 Caravan - Non Powered Site (overflow)	500		-		-		500		-		
13236 Other Income - Caravan Park	1,500		-		-		1,500		1,886		
13242 LRCIP Grant Income	146,470						146,470		78,259		
13342 Income - Unit 1 C/Park - Morawa	25,000		-		-		25,000		13,300		
13343 Income - Unit 2 C/Park - Gutha	18,000		-		-		18,000		7,000		
13344 Income - Unit 3 C/Park - Merkanooka	18,000		-		-		18,000		10,300		
13345 Income - Unit 4 C/Park - Pintharuka	18,000		-		-		18,000		12,100		
<b>SUB-TOTAL</b>	<b>343,470</b>	<b>357,699</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>343,470</b>	<b>357,699</b>	<b>181,761</b>	<b>204,156</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
13251 Land & Buildings		152,357		-		(12,458)		139,899		139,899	Adjusted to match actuals
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>152,357</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(12,458)</b>	<b>-</b>	<b>139,899</b>	<b>-</b>	<b>139,899</b>	
<b>TOTAL - TOURISM &amp; AREA PROMOTION</b>	<b>343,470</b>	<b>510,056</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(12,458)</b>	<b>343,470</b>	<b>497,598</b>	<b>181,761</b>	<b>344,054</b>	

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

BUILDING CONTROL	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
13300 ABC Allocation - Building Control		40,427		-		-		40,427		22,934	
13302 Other Expenses - Building Control		6,000		-		-		6,000		1,752	
13303 Employee Expenses.		2,000		-		-		2,000		-	
<b>OPERATING REVENUE</b>											
13330 Building Permit Fees	8,000		-		-		8,000		2,534		
13331 BCITF & RBb Commission	500		-		-		500		15		
13333 Building Services Levy (Bsl) - Transactions	-		-		100		100		1,152		New account for Collecting BSL
13334 Construction Traning Fund (Ctf) - Transactions	-		-		100		100		323		New account for Collecting CTF
<b>SUB-TOTAL</b>	<b>8,500</b>	<b>48,427</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>-</b>	<b>8,700</b>	<b>48,427</b>	<b>4,024</b>	<b>24,686</b>	
<b>CAPITAL EXPENDITURE</b>											
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - BUILDING CONTROL</b>	<b>8,500</b>	<b>48,427</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>-</b>	<b>8,700</b>	<b>48,427</b>	<b>4,024</b>	<b>24,686</b>	

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

OTHER ECONOMIC SERVICES	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
13600 ABC Allocation - Other Econ Services		26,031		-		-		26,031		14,819	
13601 Expenses - Standpipe Water Supply		20,000		-		-		20,000		6,292	
13607 Depreciation - Other Economic Services		15,498		-		-		15,498		16,715	
<b><u>OPERATING REVENUE</u></b>											
13630 Sale Of Water	25,000		-		-		25,000		9,650		
<b>SUB-TOTAL</b>	<b>25,000</b>	<b>61,529</b>	-	-	-	-	<b>25,000</b>	<b>61,529</b>	<b>9,650</b>	<b>37,826</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
13653 Other Infrastructure		-		-		-		-		-	
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL - OTHER ECONOMIC SERVICES</b>	<b>25,000</b>	<b>61,529</b>	-	-	-	-	<b>25,000</b>	<b>61,529</b>	<b>9,650</b>	<b>37,826</b>	

**Shire of Morawa**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

<b>ECONOMIC DEVELOPMENT</b>											
	<b>2023-24 Adopted Budget</b>		<b>2023-24 1st Quarter Review</b>		<b>2023-24 2nd Quarter Review</b>		<b>2023-24 Amended Budget</b>		<b>2023-24 Actuals as at 31/01/2024</b>		<b>Comments</b>
	<b>Income</b>	<b>Expense</b>	<b>Income</b>	<b>Expense</b>	<b>Income</b>	<b>Expense</b>	<b>Income</b>	<b>Expense</b>	<b>Income</b>	<b>Expense</b>	
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	
<b><u>OPERATING EXPENDITURE</u></b>											
13700 ABC Allocation - Economic Development		108,919		-		-		108,919		61,886	
13701 Employee Expenses		37,348		-		-		37,348		14,522	
13706 Expenses - Morawa Future Fund		10,000		-		-		10,000		-	
13707 Maint - Business Units		20,550		-		-		20,550		13,418	
13710 Depreciation - Econ Develop		69,835		-		-		69,835		58,564	
<b><u>OPERATING REVENUE</u></b>											
13733 Other Income - Economic Development	-		4,000				4,000		3,530		
13736 Income - Business Unit 2	9,300		-		-		9,300		6,889		
13737 Income - Business Unit 3	500		-		-		500		-		
13738 Income - Business Unit 4	500		-		-		500		-		
13739 Income - Business Unit 5	500		-		-		500		-		
13740 Income - Business Unit 6	500		-		-		500		-		
13741 Income - Business Unit 7	500		-		-		500		-		
13742 Income - Business Unit 8	9,300		-		5,000		14,300		9,462		Increased to cover electricity
13743 Income - Business Unit 9	500		-		-		500		-		
<b>SUB-TOTAL</b>	<b>21,600</b>	<b>246,652</b>	<b>4,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>30,600</b>	<b>246,652</b>	<b>19,881</b>	<b>148,390</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
13756 Trf Int to Community Develop Reserve		19,000		-		12,000		31,000		18,376	To Match Expected Actuals
13758 Trf Int to Morawa Community Future Fund		21,200		-		27,220		48,420		29,279	To Match Expected Actuals
13759 Trf Interest to Future Fund Reserve		10,100		-		6,655		16,755		9,522	To Match Expected Actuals
<b><u>CAPITAL REVENUE</u></b>											
13776 Trf from Future Fund Interest Reserve	10,000		-		-		10,000		-		
<b>SUB-TOTAL</b>	<b>10,000</b>	<b>50,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,875</b>	<b>10,000</b>	<b>96,175</b>	<b>-</b>	<b>57,176</b>	
<b>TOTAL - ECONOMIC DEVELOPMENT</b>	<b>31,600</b>	<b>296,952</b>	<b>4,000</b>	<b>-</b>	<b>5,000</b>	<b>45,875</b>	<b>40,600</b>	<b>342,827</b>	<b>19,881</b>	<b>205,566</b>	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PROGRAMME SUMMARY	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
Private Works		26,724		-		-		26,724		2,615	
Public Works Overheads		-		-		-		-		269,281	
Plant Operation Costs		-		-		-		-		39,659	
Stock, Fuels and Oils		-		-		-		-		(21,646)	
Administration		-		-		-		-		-	
Unclassified		175,000		-		-		175,000		1,650	
<b><u>OPERATING REVENUE</u></b>											
Private Works	35,000		-		-		35,000		25,636		
Public Works Overheads	1,000		-		-		1,000		-		
Plant Operation Costs	38,000		-		-		38,000		27,447		
Stock, Fuels and Oils	1,500		-		-		1,500		301		
Administration	12,000		-		-		12,000		198		
Unclassified	1,000		-		-		1,000		-		
<b>SUB-TOTAL</b>	<b>88,500</b>	<b>201,724</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>88,500</b>	<b>201,724</b>	<b>53,582</b>	<b>291,558</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
Administration		160,400		-		3,020		163,420		7,829	
<b><u>CAPITAL REVENUE</u></b>											
Unclassified	175,000						175,000		-		
<b>SUB-TOTAL</b>	<b>175,000</b>	<b>160,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,020</b>	<b>175,000</b>	<b>163,420</b>	<b>-</b>	<b>7,829</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>263,500</b>	<b>362,124</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,020</b>	<b>263,500</b>	<b>365,144</b>	<b>53,582</b>	<b>299,388</b>	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PRIVATE WORKS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
14100 ABC Allocation - Private Works		1,724		-		-		1,724		990	
14101 Expenditure - Private Works		25,000		-		-		25,000		1,625	
<b><u>OPERATING REVENUE</u></b>											
14130 Income From Private Works	35,000		-		-		35,000		25,636		
<b>SUB-TOTAL</b>	<b>35,000</b>	<b>26,724</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>26,724</b>	<b>25,636</b>	<b>2,615</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PRIVATE WORKS</b>	<b>35,000</b>	<b>26,724</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>26,724</b>	<b>25,636</b>	<b>2,615</b>	



**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PUBLIC WORKS OVERHEADS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
14200 ABC Allocation- PWO		234,051		-		-		234,051		135,075	
14201 Employee Expenses		109,149		-		-		109,149		56,381	
14202 Vehicle Expenses		15,000		-		-		15,000		11,700	
14203 Other Expenses		3,000		-		-		3,000		278	
14204 Sick Leave Expense - Outside Staff		41,169		-		-		41,169		32,912	
14205 Annual & Long Service - Outside Staff		96,753		-		-		96,753		55,898	
14206 Public Holiday Pay - Outside Staff		49,300		-		-		49,300		15,026	
14207 Superannuation - Outside Staff		151,215		-		-		151,215		81,627	
14208 Training - Outside Staff		6,500				25,000		31,500		22,019	Increased to cover expected training costs
14209 Osh Programme & Training		60,000		-		-		60,000		39,296	
14210 Protective Clothing - Outside Staff		5,500		-		-		5,500		1,379	
14211 Insurance On Works		23,375		-		-		23,375		26,811	
14212 Contribution to Risk Co-Ordinator		10,500		-		-		10,500		5,069	
14213 Travel & Conference Expenses		3,000		-		-		3,000		1,371	
14214 Relocation Expenses		3,000		-		-		3,000		-	
14215 Safety Equipment		5,000		-		-		5,000		1,533	
14216 Expenses - Minor & Sundry Plant Costs		10,000		-		-		10,000		14,467	
14218 Consultancy Services		60,000		-		-		60,000		39,030	
14220 Expendable Stores Expense		10,000		-		-		10,000		1,690	
14223 Housing Costs Allocated		70,000		-		-		70,000		42,292	
14224 Advertising		1,500		-		-		1,500		315	
14226 Medical Examination Costs		3,000		-		-		3,000		1,486	
14229 Workers Compensation Leave		100		-		-		100		-	Incorrect allocation Journal required
14242 Unallocated Wages		-		-		-		-		21,226	
14243 Depreciation - Pwo'S		11,600		-		-		11,600		4,573	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PUBLIC WORKS OVERHEADS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Recovered Amounts</b>											
14219 Overheads Allocated To Public Works		(982,712)		-		(25,000)		(1,007,712)		(342,174)	
<b>OPERATING REVENUE</b>											
14241 Workers Compensation Reimbursements	1,000		-		-		1,000		-		
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>269,281</b>	
<b>CAPITAL EXPENDITURE</b>											
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PUBLIC WORKS OVERHEADS</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>269,281</b>	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

PLANT OPERATION COSTS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
14301 Parts & Repairs		144,153		-		-		144,153		45,130	
14302 Grader Blades & Cutting Points		17,500		-		-		17,500		834	
14303 Insurance - Plant		30,713		-		-		30,713		27,932	
14304 Fuel & Oils		238,724		-		-		238,724		103,522	
14305 Tyres And Tubes		64,000		-		-		64,000		6,561	
14307 Internal Repair Wages		55,935		-		-		55,935		27,431	
14308 Licences - Plant		13,473		-		-		13,473		8,818	
14509 Depreciation - Plant		197,747		-		-		197,747		108,788	
<b>Recovered Amounts</b>											
14320 Plant Costs Allocated to Works		(762,245)		-		-		(762,245)		(289,358)	
<b><u>OPERATING REVENUE</u></b>											
14432 Diesel Fuel Rebate	38,000		-		-		38,000		27,447		
<b>SUB-TOTAL</b>	<b>38,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>38,000</b>	<b>-</b>	<b>27,447</b>	<b>39,659</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - PLANT OPERATION COSTS</b>	<b>38,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>38,000</b>	<b>-</b>	<b>27,447</b>	<b>39,659</b>	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

STOCK, FUELS & OILS	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
14401 Purchase Of Stock Materials		210,000		-		-		210,000		93,021	
14402 Stock Allocated To Works And Plant		(210,000)		-		-		(210,000)		(114,667)	
<b><u>OPERATING REVENUE</u></b>											
14430 Sale Of Stock	1,500		-		-		1,500		301		
<b>SUB-TOTAL</b>	<b>1,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500</b>	<b>-</b>	<b>301</b>	<b>(21,646)</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - STOCK, FUELS &amp; OILS</b>	<b>1,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500</b>	<b>-</b>	<b>301</b>	<b>(21,646)</b>	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

ADMINISTRATION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING EXPENDITURE</b>											
14600 Salaries & Wages - Admin		852,707		-		-		852,707		464,113	
14601 Leave Liability To Other Shires		100						100		4,870	
14602 Superannuation - Admin		114,034		-		-		114,034		61,050	
14604 Personal Professional Development		12,000		-		-		12,000		6,718	
14605 Staff Uniform Expense - Admin		3,000		-		-		3,000		-	
14606 Osh Programme & Training - Admin		45,000		-		-		45,000		6,830	
14607 Fringe Benefits Tax - Admin		32,000		-		-		32,000		15,521	
14608 Relocation Expenses - Admin		5,000		-		-		5,000		-	
14609 Insurance Premiums - Admin		45,000		-		-		45,000		39,114	
14610 Conference Expenses - Admin		7,500		-		-		7,500		2,692	
14611 Motor Vehicle Expenses - Admin		25,000		-		-		25,000		12,287	
14612 Travel & Accommodation - Admin		6,000		-		-		6,000		4,668	
14613 Housing Costs Allocated - Admin		82,046		-		-		82,046		49,355	
14614 Consultancy Services - Admin		130,000		-		-		130,000		56,455	
14615 Office Building Maintenance - Admin		55,000		-		-		55,000		43,900	
14616 Archive & Records Storage		2,000		-		-		2,000		708	
14617 Office Equipment Maintenance - Admin		1,500		-		-		1,500		1,433	
14618 Office Equipment Purchases Expensed		8,000		-		-		8,000		6,044	
14619 Computer Maintenance Expense		25,000		-		-		25,000		8,296	
14620 Computer Software Support & Licenses		150,000		-		-		150,000		121,086	
14621 Miscellaneous/Other Office Expenses		6,000		-		-		6,000		4,506	
14623 Telecommunications - Admin		34,000		-		-		34,000		9,558	
14624 Legal Expenses Administration		7,000		-		-		7,000		-	
14625 Postage & Freight		10,000		-		-		10,000		3,607	
14626 Printing & Stationery - Admin		20,000		-		-		20,000		11,575	
14627 Advertising - Admin		10,000		-		-		10,000		1,430	
14628 Provision/Write Off Sundry Debtors		5,000		-		-		5,000		-	
14629 Bank Fees And Charges & Interest Expense		8,000		-		-		8,000		6,054	
14630 Depreciation - Admin		40,000		-		-		40,000		28,583	
14631 Pre-Employment Expenses		1,000						1,000		150	
14634 Paid Parental Leave (Centrelink) - Admin		100						100		-	

**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

ADMINISTRATION	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Recovered Amounts</b>											
14639 ABC Allocations Across Programs		(1,741,987)		-		-		(1,741,987)		(970,601)	
<b>OPERATING REVENUE</b>											
14640 Income Relating To Administration	10,000		-		-		10,000		-		
14641 Leave Liability From Other Shires	-		-		-		-		-		
14643 Salary Sacrifice Reimbursements	2,000				-		2,000		198		
<b>SUB-TOTAL</b>	<b>12,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,000</b>	<b>-</b>	<b>198</b>	<b>-</b>	
<b>CAPITAL EXPENDITURE</b>											
14651 Furniture & Equipment		-		-		-		-		-	
14653 Land & Buildings		100,000					100,000			-	
14654 Transfer Interest To Leave Reserve		3,800		-		610	4,410			2,573	To Match Expected Actuals
14655 Transfer to Leave Reserve		-		-		-	-			-	
14656 Transfer to capital works Reserve		50,000		-		-	50,000			-	
14657 Transfer interest to capital works reserve		6,600		-		2,410	9,010			5,256	To Match Expected Actuals
<b>CAPITAL REVENUE</b>											
<b>SUB-TOTAL</b>	<b>-</b>	<b>160,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,020</b>	<b>-</b>	<b>163,420</b>	<b>-</b>	<b>7,829</b>	
<b>TOTAL - ADMINISTRATION</b>	<b>12,000</b>	<b>160,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,020</b>	<b>12,000</b>	<b>163,420</b>	<b>198</b>	<b>7,829</b>	



**Shire of Morawa**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDING**  
**31 January 2024**

UNCLASSIFIED	2023-24 Adopted Budget		2023-24 1st Quarter Review		2023-24 2nd Quarter Review		2023-24 Amended Budget		2023-24 Actuals as at 31/01/2024		Comments
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b><u>OPERATING EXPENDITURE</u></b>											
14810 Storm Damage Expenses		-		-		-		-		-	
14820 Insurance Claim Expenses		175,000		-		-		175,000		1,650	
14821 Insurance Claim Excess Payment		-		-		-		-		-	
<b><u>OPERATING REVENUE</u></b>											
14830 Income - Unclassified	1,000		-		-		1,000		-		
14832 Income - DRFAWA Claims	-		-		-		-		-		
14833 Insurance Claim Reimbursements	-		-		-		-		-		
<b>SUB-TOTAL</b>	<b>1,000</b>	<b>175,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>175,000</b>	<b>-</b>	<b>1,650</b>	
<b><u>CAPITAL EXPENDITURE</u></b>											
<b><u>CAPITAL REVENUE</u></b>											
14861 Trf From Insurance Works Reserve	175,000						175,000		-		
<b>SUB-TOTAL</b>	<b>175,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>175,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL - UNCLASSIFIED</b>	<b>176,000</b>	<b>175,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>176,000</b>	<b>175,000</b>	<b>-</b>	<b>1,650</b>	



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## Ordinary Council Meeting 21 March 2024

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***Attachment 1- 12.1a Compliance Audit Return 2023***

***Item 12.1- 2023 Compliance Audit Return***

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# Compliance Audit Return Form

Start ✓
Details ✓
Commercial Enterprises ✓
Delegation ✓
Disclosure of Interest ✓
Disposal of Property ✓
Elections ✓
Finance ✓
IPR ✓
Employees ✓
Conduct ✓
Other ✓
Tenders ✓
Documents ✓
Review

Finalise

Print

## Details

Local Government

Morawa, Shire of

Created By

Paul Devcic

Year of Return

2023

Status

Draft

# Commercial Enterprises by Local Governments

1. Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023? \*

N/A

☐ Add comments

—

2. Has the local government prepared a business plan for each major land transaction that was not exempt in 2023? \*

N/A

☐ Add comments

—

3. Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023? \*

N/A

☐ Add comments

—

4. Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023? \*

N/A

☐ Add comments

—

**5. During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority? \***

N/A

☐ **Add comments**

—

## Delegation of Power/Duty

---

**1. Were all delegations to committees resolved by absolute majority? \***

Yes

☐ **Add comments**

—

**2. Were all delegations to committees in writing? \***

Yes

☐ **Add comments**

—

**3. Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995? \***

Yes

☐ **Add comments**

—

**4. Were all delegations to committees recorded in a register of delegations? \***

Yes

☐ **Add comments**

---

**5. Has council reviewed delegations to its committees in the 2022/2023 financial year? \***

Yes

☐ **Add comments**

---

**6. Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995? \***

Yes

☐ **Add comments**

---

**7. Were all delegations to the CEO resolved by an absolute majority? \***

Yes

☐ **Add comments**

---

**8. Were all delegations to the CEO in writing? \***

Yes

☐ **Add comments**

---

**9. Were all delegations by the CEO to any employee in writing? \***

Yes

☐ **Add comments**

—

**10. Were all decisions by the Council to amend or revoke a delegation made by absolute majority? \***

Yes

☐ **Add comments**

—

**11. Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees? \***

Yes

☐ **Add comments**

—

**12. Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year? \***

Yes

☐ **Add comments**

—

**13. Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19? \***

Yes

☐ **Add comments**

---

# Disclosure of Interest

---

**1. Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter? \***

Yes

☐ Add comments

---

**2. Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting? \***

Yes

☐ Add comments

---

**3. Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made? \***

Yes

☐ Add comments

---

**4. Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day? \***

No

☒ Add comments

**Please enter comments \***

Subsequent to the 2023 election, one (1) Councillor submitted their Primary Return 6 days past the permitted three (3) months for completion and lodgement.

**5. Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023? \***

Yes

☐ **Add comments**

—

**6. On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return? \***

Yes

☐ **Add comments**

—

**7. Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995? \***

Yes

☐ **Add comments**

—

**8. Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28? \***

Yes

☐ **Add comments**

—



**9. When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person? \***

Yes

☐ **Add comments**

—

**10. Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return? \***

Yes

☐ **Add comments**

—

**11. Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A? \***

Yes

☐ **Add comments**

—

**12. Did the CEO publish an up-to-date version of the gift register on the local government's website? \***

Yes

☐ **Add comments**

—

**13. When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people? \***

Yes

☐ **Add comments**

---

**14. Have copies of all records removed from the register under section 5.89A(6) of the Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure? \***

Yes

☐ **Add comments**

---

**15. Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report? \***

Yes

☐ **Add comments**

---

**16. Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application? \***

No

☐ **Add comments**

---

**17. Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered? \***

Yes

☐ **Add comments**

---

**18. Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct? \***

Yes

☐ **Add comments**

—

**19. Did the local government adopt additional requirements in addition to the model code of conduct? \***

No

☐ **Add comments**

—

**20. Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website? \***

Yes

☐ **Add comments**

—

**21. Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? \***

Yes

☐ **Add comments**

—

**21a. Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website? \***

Yes

## Disposal of Property

**1. Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)? \***

Yes

☐ Add comments

—

**2. Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) in the required local public notice for each disposal of property? \***

Yes

☐ Add comments

—

## Elections

**1. Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulation 30G(1) and regulation 30G(2) of the Local Government (Elections) Regulations 1997? \***

Yes

☐ Add comments

—

**2. Did the CEO remove any disclosure of gifts forms relating to unsuccessful candidates, or successful candidates that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997? \***

N/A

☐ Add comments

—

**3. Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997? \***

Yes

☐ Add comments

—

## Finance

---

**1. Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995? \***

Yes

☐ Add comments

—

**2. Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority? \***

N/A

☐ Add comments

—

**3. Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023? \***

Yes

☐ Add comments

—

**4. Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters? \***

Yes

☐ Add comments

—

**5. Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government? \***

N/A

☐ Add comments

—

**6. Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website? \***

N/A

☐ Add comments

—

**7. Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit? \***

Yes

☐ Add comments

—

## Integrated Planning and Reporting

**1. Has the local government adopted by absolute majority a strategic community plan? \***

Yes

☐ **Add comments****Please provide the adoption date or the date of the most recent review \***

18/08/2022

—

**2. Has the local government adopted by absolute majority a corporate business plan? \***

Yes

☐ **Add comments****Please provide the adoption date or the date of the most recent review \***

24/04/2023

—

**3. Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)? \***

Yes

☐ **Add comments**

—

## Local Government Employees

**1. Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A? \***

Yes

☐ **Add comments**

—

**2. Was all information provided in applications for the position of CEO true and accurate? \***

N/A

☐ **Add comments**

—

**3. Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995? \***

Yes

☐ **Add comments**

—

**4. Did the CEO inform council of each proposal to employ or dismiss senior employee? \***

Yes

☐ **Add comments**

—

**5. Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so? \***

N/A

☐ **Add comments**

—

## Official Conduct

---

**1. Has the local government designated an employee to be its complaints officer? \***

Yes

☐ **Add comments**



---

**2. Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995? \***

Yes

☒ **Add comments**

**Please enter comments \***

Nil complaints received.

**3. Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995? \***

Yes

☐ **Add comments**

---

**4. Has the CEO published an up-to-date version of the register of the complaints on the local government's official website? \***

Yes

☐ **Add comments**

---

## Other

**1. Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2) (c) within the three financial years prior to 31 December 2023?**

Yes

☐ **Add comments**

**Please provide the date of council's resolution to accept the report. \***

17/03/2022

---

**2. Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023?**

Yes

☐ **Add comments**

**Please provide the date of council's resolution to accept the report. \***

16/03/2023

---

**3. Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?**

N/A

☐ **Add comments**

---

**4. Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?**

Yes

☒ **Add comments**

**Please enter comments \***

Policy due for review.

---

**5. Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?**

Yes

☐ **Add comments**

---

**6. Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?**

Yes

☒ **Add comments**

**Please enter comments \***

Policy due for review.

**7. Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?**

Yes

☐ **Add comments**

---

**8. By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?**

Yes

☐ **Add comments**

---

**9. When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?**

Yes

☐ **Add comments**

---

# Tenders for Providing Goods and Services

1. Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less? \*

Yes

☐ Add comments

—

2. Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations? \*

Yes

☐ Add comments

—

3. When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)? \*

Yes

☐ Add comments

—

4. Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract? \*

N/A

☐ Add comments

—

**5. If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation? \***

Yes

☐ **Add comments**

—

**6. Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16? \***

Yes

☐ **Add comments**

—

**7. Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website? \***

Yes

☐ **Add comments**

—

**8. Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender? \***

N/A

☐ **Add comments**

—

**9. Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept? \***

Yes

☐ **Add comments**

---

**10. Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted? \***

Yes

☐ **Add comments**

---

**11. Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22? \***

N/A

☐ **Add comments**

---

**12. Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice? \***

N/A

☐ **Add comments**

---

**13. Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer? \***

N/A

☐ **Add comments**

---

**14. Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24? \***

N/A

☐ **Add comments**

—

**15. Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE? \***

N/A

☐ **Add comments**

—

**16. If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation? \***

N/A

☐ **Add comments**

—

**17. Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application? \***

N/A

☐ **Add comments**

—

**18. Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG? \***

N/A

☐ **Add comments**

---

**19. Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications? \***

N/A

☐ **Add comments**

---

**20. Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept? \***

N/A

☐ **Add comments**

---

**21. Did the CEO send each applicant written notice advising them of the outcome of their application? \***

Yes

☐ **Add comments**

---

**22. Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F? \***

N/A

☐ **Add comments**

---



# Documents

There are no notes to display.

Close

Previous

Next

---

## Ordinary Council Meeting 21 March 2024

---

***Attachment 1- 12.2a Minutes of WALGA State Council Meeting, 6 March 2024***

***Item 12.2- March 2024 Minutes of WALGA State Council Meeting***

---

# State Council Summary Minutes 6 March 2024

Ordinary meeting no. 1 of 2024 of the Western  
Australian Local Government Association  
State Council held at ONE70, LV1, 170 Railway  
Parade, West Leederville at 4.15pm.



## TABLE OF CONTENTS

<b>1</b>	<b>OPENING, ATTENDANCE AND APOLOGIES.....</b>	<b>4</b>
1.1	Opening .....	4
1.2	Attendance .....	4
1.3	Apologies .....	5
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY .....</b>	<b>5</b>
<b>3</b>	<b>ELECTION OF WALGA PRESIDENT AND DEPUTY PRESIDENT .....</b>	<b>6</b>
<b>4</b>	<b>ANNOUNCEMENTS .....</b>	<b>7</b>
<b>5</b>	<b>MINUTES.....</b>	<b>7</b>
5.1	Minutes of the State Council meeting held 6 December 2023 .....	7
5.1.1	Business arising from the Minutes of the State Council meeting held 6 December 2023 .....	7
<b>6</b>	<b>DECLARATIONS OF INTEREST.....</b>	<b>7</b>
<b>7</b>	<b>EMERGING ISSUES .....</b>	<b>8</b>
7.1	Polyphagous Shot-Hole Borer (PSHB) Biosecurity Response and Implications For Local Government .....	8
<b>8</b>	<b>MATTERS FOR DECISION.....</b>	<b>9</b>
8.1	Separation (Centre) And Edge Line Markings By Local Government On Low Volume Rural Roads.....	9
8.2	Recovered Materials Framework Advocacy Position.....	10
8.3	Review of Cemeteries Act 1986 and Cremation Act 1929 Discussion Paper .....	11
	<b>MATTERS FOR CONSIDERATION BY STATE COUNCILLORS UNDER SEPARATE COVER.....</b>	<b>12</b>
8.4	Selection Committee Guidelines Review.....	12
8.5	Selection Committee Minutes – 19 December 2023 and 20 February 2024 CONFIDENTIAL.....	13
8.6	Finance and Services Committee Minutes – 21 February 2024 CONFIDENTIAL .....	13
8.7	Local Government House Trust Board of Management Minutes – 21 February 2024 CONFIDENTIAL .....	14
8.8	Honours Panel Minutes – 1 February 2024 CONFIDENTIAL .....	14
8.9	LGIS Board Remuneration - CONFIDENTIAL .....	15
8.10	LGIS Board Minutes – 7 December 2023 and 2 February 2024 CONFIDENTIAL .....	15
8.11	Use of the Association's Common Seal.....	16
<b>9</b>	<b>POLICY TEAM AND COMMITTEE REPORTS .....</b>	<b>17</b>
9.1	Environment Policy Team Report .....	17
9.2	Governance Policy Team Report .....	17
9.3	Infrastructure Policy Team Report .....	18
9.4	People and Place Policy Team Report.....	18
9.5	Municipal Waste Advisory Council (MWAC) Report.....	19
<b>10</b>	<b>MATTERS FOR NOTING / INFORMATION .....</b>	<b>20</b>
10.1	2024-25 Federal Budget Submission .....	20
10.2	Emergency Management Sector Adaptation Plan (EM-SAP) Local Government Consultation Project.....	20



<b>11</b>	<b>ORGANISATION REPORTS.....</b>	<b>21</b>
11.1	Key Activity Reports.....	21
11.1.1	Report on Key Activities, Advocacy Portfolio.....	21
11.1.2	Report on Key Activities, Infrastructure Portfolio.....	21
11.1.3	Report on Key Activities, Member Services Portfolio.....	21
11.1.4	Report on Key Activities, Policy Portfolio.....	22
11.2	President's Report.....	22
11.3	CEO's Report .....	22
11.4	Ex Officio Reports.....	23
11.4.1	City of Perth Report .....	23
11.4.2	LG Professionals WA Report.....	23
<b>12</b>	<b>ADDITIONAL ZONE RESOLUTIONS .....</b>	<b>24</b>
<b>13</b>	<b>DATE OF NEXT MEETING.....</b>	<b>26</b>
<b>14</b>	<b>CLOSURE .....</b>	<b>26</b>



## 1 OPENING, ATTENDANCE AND APOLOGIES

### 1.1 OPENING

The Chair declared the meeting open at 4.15pm.

### 1.2 ATTENDANCE

<b>Members</b>	WALGA President - <b>Chair</b> WALGA Deputy President Central Metropolitan Zone Avon-Midland Country Zone Central Country Zone Central Metropolitan Zone East Metropolitan Zone East Metropolitan Zone Gascoyne Country Zone Goldfields Esperance Country Zone Great Eastern Country Zone Great Southern Country Zone Kimberley Country Zone Murchison Country Zone North Metropolitan Zone North Metropolitan Zone North Metropolitan Zone Northern Country Zone Peel Country Zone Pilbara Country Zone South East Metropolitan Zone South East Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South West Country Zone	President Cr Karen Chappel AM JP  Cr Paul Kelly President Chris Antonio President Cr Phil Blight Cr Helen Sadler President Paige McNeil Cr Emily Wilding President Eddie Smith President Cr Laurene Bonza Cr Stephen Strange Cr Scott Crosby President Chris Mitchell President Cr Les Price Cr Michael Dudek Cr Lewis Hutton Cr Bronwyn Smith President Cr Kirrilee Warr Mayor Rhys Williams Cr Wendy McWhirter-Brooks Mayor Patrick Hall Cr Adam Hort Mayor Logan Howlett JP Cr Karen Wheatland Cr Barry Winmar President Cr Tony Dean
<b>Ex Officio</b>	The Rt. Hon. Lord Mayor – City of Perth Local Government Professionals WA President	Lord Mayor Basil Zempilas Mr Anthony Vuleta
<b>Observers</b>	Central Country Zone  East Metropolitan Zone	President Leigh Ballard (Deputy State Councillor) Cr Giorgia Johnson (Zone Chair, MWAC Chair)



<b>Secretariat</b>	Chief Executive Officer	Mr Nick Sloan
	Executive Director Member Services	Mr Tony Brown
	Executive Manager Infrastructure	Mr Ian Duncan
	Executive Manager Policy	Ms Nicole Matthews
	Executive Manager Advocacy	Ms Rachel Horton
	Chief Financial Officer	Mr Rick Murray
	Manager Commercial Development	Mr Andrew Blitz
	Manager Commercial Contract Services	Mr Craig Hansom
	Manager Governance and Procurement	Mr James McGovern
	Manager Association and Corporate Governance	Ms Kathy Robertson
	Policy Manager Waste and Recycling	Ms Rebecca Brown
	Acting Policy Manager Community	Ms Hannah Godsave
	Policy Manager Planning and Building	Mr Chris Hossen
	Executive Officer Governance	Ms Meghan Dwyer

### 1.3 APOLOGIES

Nil

## 2 ACKNOWLEDGEMENT OF COUNTRY

Cr Barry Winmar delivered a Welcome to Country at the commencement of the State Council proceedings for the day.



### 3 ELECTION OF WALGA PRESIDENT AND DEPUTY PRESIDENT

In accordance with clauses 16, 16A, 17, 17A and 18 of the Association's Constitution, an election for the position of President and Deputy President of WALGA was conducted.

The term of office of both the President and Deputy President is for a two (2) year term commencing 6 March 2024 and concluding on the day of the first ordinary State Council meeting in 2026.

The election process was conducted by the Returning Officer, Mr Nick Sloan, WALGA Chief Executive Officer.

The Call for Nominations occurred on Thursday, 1 February 2024 and nominations closed at 5:00pm on Tuesday, 27 February 2024.

#### **ELECTION OF PRESIDENT**

The following nominations were received for President (in order of receipt):

- President Cr Karen Chappel AM JP
- Mayor Patrick Hall

An election was conducted by secret ballot, after each candidate was afforded a maximum of two (2) minutes to support their nomination.

#### **DECLARATION**

**That President Cr Karen Chappel AM JP has been elected as WALGA President for a two (2) year term commencing immediately and concluding on the day of the first ordinary State Council meeting in 2026.**

#### **ELECTION OF DEPUTY PRESIDENT**

The following nomination had been received for Deputy President:

Metropolitan Constituency

- Cr Paul Kelly

#### **DECLARATION**

**That Cr Paul Kelly has been elected unopposed as WALGA Deputy President for a two (2) year term commencing immediately and concluding on the day of the first ordinary State Council meeting in 2026.**





## 4 ANNOUNCEMENTS

Nil

## 5 MINUTES

### 5.1 MINUTES OF THE STATE COUNCIL MEETING HELD 6 DECEMBER 2023

#### **WALGA RECOMMENDATION**

**Moved:** Mayor Logan Howlett JP  
**Seconded:** President Chris Mitchell

That the Minutes of the WALGA State Council meeting held on [6 December 2023](#) be confirmed as a true and correct record of proceedings.

**RESOLUTION 001.1/2024**

**CARRIED**

### 5.1.1 BUSINESS ARISING FROM THE MINUTES OF THE STATE COUNCIL MEETING HELD 6 DECEMBER 2023

Nil

## 6 DECLARATIONS OF INTEREST

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

- Cr Paul Kelly declared an interest in Item 8.9 - LGIS Board Remuneration.



## 7 EMERGING ISSUES

Notification of emerging issues must be provided to the Chair no later than 24 hours prior to the meeting.

### 7.1 POLYPHAGOUS SHOT-HOLE BORER (PSHB) BIOSECURITY RESPONSE AND IMPLICATIONS FOR LOCAL GOVERNMENT

*Referred by Mayor Patrick Hall, South East Metropolitan Zone*

*Presentation from Mia Carbon, Deputy Director General, Sustainability and Biosecurity, Department of Primary Industries and Regional Development*

*The Rt. Hon. Lord Mayor Basil Zempilas left the meeting (during the presentation) and did not return.*

#### **WALGA RECOMMENDATION**

**Moved:** President Chris Antonio  
**Seconded:** President Chris Mitchell

**That the Emerging Issue relating to the Polyphagous Shot-Hole Borer (PSHB) be considered.**

**RESOLUTION 002.1/2024**

**CARRIED**

*Mayor Hall has requested that the response to the incursion of the Polyphagous shot-hole borer (PSHB) is of such importance, that it should be dealt with by State Council as an 'emerging issue' on the agenda of the upcoming State Council Meeting of 6 March 2024.*

*Report prepared by Nicole Matthews, Executive Manager Policy*

#### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Adam Hort

**That State Council note:**

- 1. The significant threat PSHB represents to growth and retention of urban forests.**
- 2. WALGA and Local Government's engagement in the PSHB biosecurity response.**
- 3. The importance of shared surveillance by government, industry and community to assist with eradication efforts.**
- 4. The need for funding for trees lost due to PSHB and ameliorate the long term urban canopy impact.**

**RESOLUTION 003.1/2024**

**CARRIED**



## 8 MATTERS FOR DECISION

### 8.1 SEPARATION (CENTRE) AND EDGE LINE MARKINGS BY LOCAL GOVERNMENT ON LOW VOLUME RURAL ROADS

*By Max Bushell, Senior Policy Advisor Road Safety and Infrastructure*

#### COMPOSITE RECOMMENDATION

**Moved:** President Chris Mitchell

**Seconded:** President Cr Phil Blight

**That WALGA endorse the below Advocacy Position:**

1. **Main Roads Western Australia allow Local Governments to install edge line and separation (centre) line markings on roads that meet all relevant criteria, but do not meet the criterion on traffic volume.**
2. **Main Roads Western Australia to consider reducing the traffic volume threshold in the Main Roads warrant for installing separation (centre) lines to recognise the proven safety benefits.**
3. **For this exemption, Local Governments must adhere to the following conditions:**
  - a) **The Local Government contact Main Roads via the Regional Network Manager with their intent to undertake line marking on specific roads that do not meet the traffic volume criterion, but meet all the other criteria.**
  - b) **The Local Government obtain a Council resolution, committing to fund all installation and maintenance costs.**
  - c) **Local Government undertake spotting/surveying.**
  - d) **Main Roads to undertake an inspection following the survey/spotting work, confirm the start and finish points for the longitudinal line markings, and record the sections of road with line markings to be maintained by Local Government in the relevant database.**
  - e) **Main Roads approve the final layout prior to line marking occurring.**
  - f) **Local Government undertake the works.**
  - g) **Local Government maintain the works in accordance with Main Roads WA standards.**
  - h) **Local Government remove the lines if maintenance works are not performed to the standard.**

**RESOLUTION 004.1/2024**

**CARRIED**



## 8.2 RECOVERED MATERIALS FRAMEWORK ADVOCACY POSITION

*By Rebecca Brown, Manager Waste and Environment*

### WALGA RECOMMENDATION

**Moved:** Cr Karen Wheatland  
**Seconded:** President Chris Antonio

**That WALGA:**

1. **Rescind the existing *WALGA Standards for Recycled Organics Applied to Land Policy Statement 2007* and Advocacy Position 7.9:**

**Local Government:**

1. **Acknowledges the benefits of applying recycled organics to land, especially as a means of diverting organic material from landfill; and,**
2. **Supports the development of standards for applying recycled organics to land, to ensure a fit for purpose product is developed.**

2. **Endorse a new *Recovered Materials Framework* Advocacy Position as follows:**

**The use of recovered materials, across a range of applications, is essential in reducing the use of basic raw materials, meeting State Waste Strategy Targets and increasing diversion of waste from landfill. To ensure end users have high confidence in the quality and safety of products derived from recovered materials, consistent, outcomes-based standards and investment certainty are required.**

**The State Government, in consultation with Local Government and the waste management industry, should take a leadership role in facilitating the use of recovered material by:**

1. **Developing a regulatory framework which:**
  - a. **Outlines clear, outcomes-based specifications for individual products which take into consideration the receiving environment and allow for site-specific assessment.**
  - b. **Minimises risk to human health and the environment from the use of recovered material.**
  - c. **Establishes robust systems to provide quality assurance and ongoing surveillance throughout the supply chain.**
2. **Providing guidance and support mechanisms for the successful implementation of the framework.**
3. **Supporting the development of, and access to, sustainable end markets and long-term offtake agreements through initiatives such as active engagement with potential end users and the inclusion of recovered material content targets in Government procurement and large infrastructure projects.**

**RESOLUTION 005.1/2024**

**CARRIED**



### 8.3 REVIEW OF CEMETERIES ACT 1986 AND CREMATION ACT 1929 DISCUSSION PAPER

*By James McGovern, Manager Governance and Procurement*

#### **COMPOSITE RECOMMENDATION**

**Moved:** President Chris Mitchell

**Seconded:** Cr Wendy McWhirter-Brooks

#### **That WALGA:**

1. **Supports the intent of the Review of Cemeteries Act 1986 and Cremation Act 1929 Discussion Paper to reduce red tape, modernise legislation and standardise administrative practices;**
2. **Supports the intent of providing accessibility for alternative types of burials and disposal of human remains; and**
3. **Advocates that Local Government cemetery managers retain the capacity to impose cemetery fees and charges under Part 6 of the Local Government Act.**

**RESOLUTION 006.1/2024**

**CARRIED**



## MATTERS FOR CONSIDERATION BY STATE COUNCILLORS UNDER SEPARATE COVER

### 8.4 SELECTION COMMITTEE GUIDELINES REVIEW

*By Kathy Robertson, Manager Association and Corporate Governance*

#### **WALGA RECOMMENDATION**

**Moved:** Cr Paul Kelly  
**Seconded:** President Cr Phil Blight

**That State Council endorse the Selection Committee Guidelines – *Selection Process for Appointments to State Government, Federal Government, WALGA and other Boards and Committees* as amended.**

#### **AMENDMENT**

**Moved:** Mayor Patrick Hall  
**Seconded:** Cr Adam Hort

**Add the words “subject to the removal of the last dot point in Part D(i) i.e. whether the nominee has been sanctioned by the Local Government Standards Panel.”**

**THE AMENDMENT WAS PUT AND CARRIED**

**RESOLUTION 007.1/2024**

**CARRIED**

**THE SUBSTANTIVE MOTION AS AMENDED WAS PUT**

**That State Council endorse the Selection Committee Guidelines – *Selection Process for Appointments to State Government, Federal Government, WALGA and other Boards and Committees*, subject to the removal of the last dot point in Part D(i) i.e. whether the nominee has been sanctioned by the Local Government Standards Panel.**

**RESOLUTION 008.1/2024**

**CARRIED**



## 8.5 SELECTION COMMITTEE MINUTES – 19 DECEMBER 2023 AND 20 FEBRUARY 2024 CONFIDENTIAL

*By Chantelle O'Brien, Governance Support Officer*

### **WALGA RECOMMENDATION**

**Moved:** Cr Karen Wheatland  
**Seconded:** President Cr Les Price

**That:**

1. the resolutions contained in the 19 December 2023 Special Selection Committee Meeting Minutes be noted; and
2. the recommendations contained in the 20 February 2024 Selection Committee Meeting Minutes be endorsed.

**RESOLUTION 009.1/2024**

**CARRIED**

## 8.6 FINANCE AND SERVICES COMMITTEE MINUTES – 21 FEBRUARY 2024 CONFIDENTIAL

*By Tony Brown, Executive Director Member Services*

### **WALGA RECOMMENDATION**

**Moved:** President Chris Antonio  
**Seconded:** President Chris Mitchell

**That the Minutes of the Finance and Services Committee meeting held on 21 February 2024 be endorsed.**

**RESOLUTION 010.1/2024**

**CARRIED**



## **8.7 LOCAL GOVERNMENT HOUSE TRUST BOARD OF MANAGEMENT MINUTES – 21 FEBRUARY 2024 CONFIDENTIAL**

*By Tony Brown, Executive Director Member Services*

### **WALGA RECOMMENDATION**

**Moved:** Mayor Rhys Williams  
**Seconded:** Cr Karen Wheatland

**That State Council note the Minutes of the Local Government House Trust board of management meeting held on 21 February 2024.**

**RESOLUTION 011.1/2024**

**CARRIED**

## **8.8 HONOURS PANEL MINUTES – 1 FEBRUARY 2024 CONFIDENTIAL**

*By Tony Brown, Executive Director Member Services*

### **WALGA RECOMMENDATION**

**Moved:** Cr Paul Kelly  
**Seconded:** President Cr Kirrilee Warr

**That State Council note the Minutes of the Honours Panel meeting held on 1 February 2024.**

**RESOLUTION 012.1/2024**

**CARRIED**





## 8.9 LGIS BOARD REMUNERATION - CONFIDENTIAL

*By Craig Hansom, Manager Commercial Contract Services, Member Services*

*Cr Paul Kelly declared an interest in the item and left the meeting at 6.04pm.*

### **MOTION**

**Moved:** Cr Karen Wheatland  
**Seconded:** President Chris Antonio

**That State Council approve the remuneration for LGIS Board Members be increased by 6% for the 2024-25 financial year as per the LGIS Corporate Governance Charter guidance.**

**RESOLUTION 013.1/2024**

**CARRIED**

*Cr Paul Kelly returned to the meeting at 6.06pm.*

## 8.10 LGIS BOARD MINUTES – 7 DECEMBER 2023 AND 2 FEBRUARY 2024 CONFIDENTIAL

*By Craig Hansom, Manager Commercial Contract Services, Member Services*

### **WALGA RECOMMENDATION**

**Moved:** President Chris Mitchell  
**Seconded:** Cr Karen Wheatland

**That State Council note the minutes of the LGISWA Scheme Board meeting held on 7 December 2023 and 2 February 2024.**

**RESOLUTION 014.1/2024**

**CARRIED**



## 8.11 USE OF THE ASSOCIATION'S COMMON SEAL

*By Nick Sloan, Chief Executive Officer*

### **WALGA RECOMMENDATION**

**Moved:** President Chris Antonio  
**Seconded:** Cr Karen Wheatland

**That State Council:**

- 1. Approve the use of the Common Seal for the \$65.9M LGIS Bank Guarantee for 2024.**
- 2. Note the use of the Association's common seal for the following purposes:**
  - a. Funding Agreement between Department of Water and Energy and WA Local Government Association, and**
  - b. Fifth Deed of Amendment to Facility Agreement.**

**RESOLUTION 015.1/2024**

**CARRIED**



## 9 POLICY TEAM AND COMMITTEE REPORTS

### 9.1 ENVIRONMENT POLICY TEAM REPORT

*Presented by Policy Team Chair, Cr Les Price*

#### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price

**Seconded:** Cr Adam Hort

**That State Council:**

1. Note the election of President Cr Les Price to the position of Chair of the Environment Policy Team, and
2. Note the Environment Policy Team Report for the 16 February 2024 meeting.

**RESOLUTION 016.1/2024**

**CARRIED**

### 9.2 GOVERNANCE POLICY TEAM REPORT

*Presented by Policy Team Chair, Mayor Patrick Hall*

#### **WALGA RECOMMENDATION**

**Moved:** Mayor Patrick Hall

**Seconded:** President Paige McNeil

**That State Council:**

1. Note the election of Mayor Patrick Hall as the Chair of the Governance Policy Team.
2. Note the matters considered by the Governance Policy Team at its meeting held on 6 February 2024.
3. Determine to:
  - a. retain the following Advocacy Positions unchanged:
    - i. 2.1.8 Differential Rates
    - ii. 2.1.16 Recovery of Mining Tenement Rates
  - b. retire the following WALGA Advocacy Position:
    - i. 2.5.1 Public Notices
    - ii. 2.5.21 Recordings and Live Streaming of Council Meetings

**RESOLUTION 017.1/2024**

**CARRIED**



### 9.3 INFRASTRUCTURE POLICY TEAM REPORT

*Presented by Policy Team Chair, Cr Stephen Strange*

#### **WALGA RECOMMENDATION**

**Moved:** Cr Stephen Strange  
**Seconded:** Cr Karen Wheatland

**That State Council:**

- 1. Note the election of Cr Stephen Strange to the position of Chair of the Infrastructure Policy Team.**
- 2. Note the matters considered by the Infrastructure Policy Team meeting held on 20 December 2023.**

**RESOLUTION 018.1/2024**

**CARRIED**

### 9.4 PEOPLE AND PLACE POLICY TEAM REPORT

*Presented by Policy Team Chair, President Cr Phil Blight*

#### **WALGA RECOMMENDATION**

**Moved:** President Cr Phil Blight  
**Seconded:** President Eddie Smith

**That State Council:**

- 1. Note the election of President Cr Phillip Blight to the position of Chair of the People and Place Policy Team.**
- 2. Note the People and Place Policy Team Report for the 7 February 2024 meeting.**

**RESOLUTION 019.1/2024**

**CARRIED**



## 9.5 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) REPORT

*Presented by Deputy Chair, Cr Karen Wheatland*

### **WALGA RECOMMENDATION**

**Moved:** Cr Karen Wheatland  
**Seconded:** President Chris Mitchell

**That State Council note the resolutions of the 13 December 2023 Municipal Waste Advisory Council Meeting.**

**RESOLUTION 020.1/2024**

**CARRIED**



## 10 MATTERS FOR NOTING / INFORMATION

### 10.1 2024-25 FEDERAL BUDGET SUBMISSION

*By Dana Mason, External Affairs Manager*

#### **WALGA RECOMMENDATION**

**Moved:** Cr Helen Sadler  
**Seconded:** President Paige McNeil

**That State Council note WALGA's 2024-25 Federal Budget Submission.**

**RESOLUTION 021.1/2024**

**CARRIED**

### 10.2 EMERGENCY MANAGEMENT SECTOR ADAPTATION PLAN (EM-SAP) LOCAL GOVERNMENT CONSULTATION PROJECT

*By Simone Ruane, Project Lead, Emergency Management*

#### **WALGA RECOMMENDATION**

**Moved:** Cr Helen Sadler  
**Seconded:** President Paige McNeil

**That State Council note the update on the Emergency Management Sector Adaptation Plan Local Government Consultation project.**

**RESOLUTION 021.1/2024**

**CARRIED**



## 11 ORGANISATION REPORTS

### 11.1 KEY ACTIVITY REPORTS

#### 11.1.1 REPORT ON KEY ACTIVITIES, ADVOCACY PORTFOLIO

*By Rachel Horton, Executive Manager Advocacy*

##### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Barry Winmar

**That State Council note the Key Activity Report from the Advocacy Portfolio for March 2024.**

**RESOLUTION 022.1/2024**

**CARRIED**

#### 11.1.2 REPORT ON KEY ACTIVITIES, INFRASTRUCTURE PORTFOLIO

*By Ian Duncan, Executive Manager Infrastructure*

##### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Barry Winmar

**That State Council note the Key Activity Report from the Infrastructure Portfolio for March 2024.**

**RESOLUTION 022.1/2024**

**CARRIED**

#### 11.1.3 REPORT ON KEY ACTIVITIES, MEMBER SERVICES PORTFOLIO

*By Tony Brown, Executive Director Member Services*

##### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Barry Winmar

**That State Council note the Key Activity Report from the Member Services Portfolio for March 2024.**

**RESOLUTION 022.1/2024**

**CARRIED**



#### 11.1.4 REPORT ON KEY ACTIVITIES, POLICY PORTFOLIO

*By Nicole Matthews, Executive Manager Policy*

##### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Barry Winmar

**That State Council note the Key Activity Report from the Policy Portfolio to the March 2024 State Council meeting.**

**RESOLUTION 022.1/2024**

**CARRIED**

#### 11.2 PRESIDENT'S REPORT

##### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Barry Winmar

**That the President's Report for March 2024 be received.**

**RESOLUTION 022.1/2024**

**CARRIED**

#### 11.3 CEO'S REPORT

##### **WALGA RECOMMENDATION**

**Moved:** President Cr Les Price  
**Seconded:** Cr Barry Winmar

**That the CEO's Report for March 2024 be received.**

**RESOLUTION 022.1/2024**

**CARRIED**





## **11.4 EX OFFICIO REPORTS**

### **11.4.1 CITY OF PERTH REPORT**

The Rt. Hon. Lord Mayor Basil Zempilas was required to leave the meeting early and apologised for not being present to provide the City of Perth report.

### **11.4.2 LG PROFESSIONALS WA REPORT**

Mr Anthony Vuleta, President, LG Professionals WA, provided a report to the meeting.



## 12 ADDITIONAL ZONE RESOLUTIONS

### WALGA RECOMMENDATION

**Moved:** President Chris Antonio  
**Seconded:** Mayor Logan Howlett JP

**That the additional Zone Resolutions from the February 2024 round of Zones meetings as follows be referred to the appropriate portfolio for consideration and appropriate action.**

**RESOLUTION 023.1/2024**

**CARRIED**

### AVON MIDLAND COUNTRY ZONE

#### **Wheatbelt Conference (Advocacy Portfolio)**

That the WA Local Government Association State Conference Planning Committee be requested to include a major session on land use planning, incorporating a focus on non-metropolitan land, in this year's Local Government Conference.

### EAST METROPOLITAN ZONE

#### **Metropolitan Zones Briefing – CSIRO Urban Monitor (Policy Portfolio)**

That the WALGA East Metropolitan Zone requests a briefing to all Metropolitan WALGA Zones at the earliest opportunity on the CSIRO Urban Monitor, given the delay in the 2022 flyover that was required to be undertaken on a biennial basis to provide updated data outlining the status of Metropolitan tree canopy and vegetation in our urban environment.

#### **Local Government Honours Program (Member Services Portfolio)**

That the East Metropolitan Zone requests WALGA State Council review the Eminent Service Award criteria, to remove the limitation on nominations where a Council Member has had a minor breach (Standards Panel) finding and the Member has provided long service in the Council Member role.

#### **Public Health Planning for Climate Change (Heat) Risks (Policy Portfolio)**

That:

1. The East Metropolitan Zone notes the legislated requirement under Part 5 of the WA Public Health Act 2016 for each local authority to produce a Public Health Plan (PHP) within two years of the implementation of Part 5; and
2. The East Metropolitan Zone requests WALGA to develop draft model actions to guide Public Health Plans to address increasing risks to community public health generated by escalating heat wave conditions and Urban Heat Island effects coupled with accelerated loss of tree canopy; and
3. WALGA, as a matter of urgency, advocates to the state government to establish additional funding to enable local governments to implement intensive, widespread measures to mitigate the major public health implications of increasing temperatures, frequent heatwaves coupled with accelerated depletion of tree canopy, particularly in urban areas.



## **GOLDFIELDS ESPERANCE COUNTRY ZONE**

### **Local Management of Volunteer Bushfire Brigades under the Emergency Management Agreements and Personal liability under the WHS (Policy Portfolio)**

That the GVROC:

1. Note the item as presented.
2. Support the GVROC Chair and the GVROC State Councilor to advocate back to WALGA, DFES and the Minister for Emergency Services that as per previously requested through the initial review of Emergency Management Agreements and the new legislation enacted last year, that the responsibilities of LGAs and personal liability issue for CEOs be reduced or removed to take into account the issues when third party people and appliances outside of their control are involved.

## **NORTH METROPOLITAN ZONE**

### **New Vehicle Efficiency Standard (Infrastructure Portfolio)**

1. That a report be presented to the North Metropolitan Zone investigating the impact on all member Local Governments of a light vehicle emissions standard tax as outlined in Federal Government release: *Cleaner, Cheaper to Run Cars: An Australian New Vehicle Efficiency Standard Consultation Impact Analysis* (February 2024) and flow on impact to Local Government fleet purchasing and vehicle mix; and
2. That the report focus on actual proposed emissions improvements and targets and the dollar impact on member Local Government annual budgets.

## **PILBARA COUNTRY ZONE**

### **Remote Area Residential Fuel – Fringe Benefits Tax Exemption Request (Policy Portfolio)**

That the Pilbara Country Zone request WALGA advocate to the Federal Government to provide a 100% Fringe Benefits tax exemption to remote area residential fuel when provided in conjunction with an accommodation-related Fringe Benefit in a remote area.

## **SOUTH EAST METROPOLITAN ZONE**

### **Tree Canopy Mapping Status Briefing Request (Policy Portfolio)**

That the WALGA South East Metropolitan Zone requests a briefing to all metropolitan WALGA Zones at the earliest opportunity on the CSIRO Urban Monitor, given the delay in the 2022 flyover that was required to be undertaken on a biennial basis to provide updated data outlining the status of Metropolitan tree canopy and vegetation in our urban environment.

### **Local Government Public Health Plans Covering Risks of Heatwaves Exacerbated by Loss of Tree Canopy (Policy Portfolio)**

That:

1. The WALGA South East Metropolitan Zone notes the legislated requirement under Part 5 of the *WA Public Health Act 2016* for each local authority to produce a Public Health Plan (PHP) within two years of the implementation of Part 5; and
2. The South East Metropolitan Zone requests WALGA to develop draft Model Actions to guide local government Health Plans to address increasing risks to community public health generated by escalating heat wave conditions and Urban Heat Island effects coupled with accelerated loss of tree canopy; and
3. WALGA, as a matter of urgency, advocates to the state government to establish additional funding to enable local governments to implement intensive, widespread measures to mitigate the major public health implications of increasing temperatures, frequent heatwaves coupled with accelerated depletion of tree canopy, particularly in urban areas.



### **13 DATE OF NEXT MEETING**

A special meeting of the WALGA State Council will be held on 11 April 2024, in the Boardroom at WALGA, ONE70, LV1, 17 Railway Parade, West Leederville, commencing at 4.00pm.

The next ordinary meeting of the WALGA State Council will be a Metropolitan Regional meeting, hosted by the City of Wanneroo on Wednesday, 1 May 2024.

### **14 CLOSURE**

There being no further business the Chair declared the meeting closed at 6.32pm.