



SHIRE OF MORAWA
ORDINARY COUNCIL MEETING
ATTACHMENTS

Wednesday, 17 July 2024



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

Agenda Attachments

Shire of Morawa

Ordinary Council Meeting

17 July 2024

List of Attachments

11.1 Chief Executive Officer

11.1.3 Evaside - Stephens - Ross Road Intersection Blackspot Project

Attachment 1 – 11.1.3a Road Safety Inspection Report

Attachment 2 – 11.1.3b Intersection Design Report

11.1.4 Review of Council Delegation Register and Authorisation Register

Attachment 1 – 11.1.4a Proposed 2024 Delegation Register

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11.2 Executive Manager Corporate & Community Services

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Ordinary Council Meeting 17 July 2024

Attachment 1- 11.1.3a Road Safety Inspection Report

Attachment 2- 11.1.3b Intersection Design Report

***Item 11.1.3- Evaside - Stephens - Ross Road
Intersection Blackspot Project***



ROAD SAFETY INSPECTION

Evaside Rd / Stephens Rd / Ross Rd Intersection Morawa

Inspection Ref: 240522_1

Prepared for:

Shire of Morawa

By:

Shawmac Traffic and Safety

Report Issue Date: **26/05/2022**



Road Safety Inspection Document Control Sheet

Project Location:	Evaside Rd / Stephens Rd / Ross Rd Intersection Morawa
Prepared for:	Greenfield Technical Services
Prepared by 1:	Richard Jois
Prepared by 2:	Shawmac Traffic and Safety
Inspection Team Leader:	Richard Jois
Inspection Team Leader Organisation:	Shawmac Traffic and Safety Pty Ltd
Inspection Reference:	24052022_1
Report Issue Date:	26/05/2022



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1. INTRODUCTION

1.1 Scope of the Inspection

A Road Safety Inspection is a formal examination of an existing road or road related area in which an independent, qualified team report on the crash potential and likely safety performance of the location. (Formerly known as an 'Existing Road Safety Audit')

This Road Safety Inspection has been conducted following the general principles detailed in *Austroads Guide to Road Safety Part 6: Road Safety Audit* and in accordance with the requirements contained in the Main Roads Western Australia Policy and Guidelines for Road Safety Audit.

This report results from a request for a Road Safety Inspection to be conducted at Evaside Rd/ Stephens Rd/Ross Rd 20km north of Morawa townsite.

The background and objective of the inspection is to provide a Road Safety Inspection of the two intersections that are located in close proximity to each other and to a rail crossing.

The Road Safety Inspection was undertaken by Richard Jois and Anthony Anastas of Shawmac Traffic and Road Safety Pty Ltd with reference to the details provided by the client.

The Road Safety Inspection comprised an examination of the area identified by Joshua Kirk of Greenfield Technical Services representing the Shire of Morawa.

All the findings described in Section 2 of this report are considered by the inspection team to require action in order to improve the safety of the existing road environment and to minimise the risk of crash occurrence and reduce potential crash severity.

The inspection team has examined and reported only on the road safety implications of the road infrastructure as presented.



1.2 The Inspection Team

Auditor No.	Name	Role	Organisation
0413	Richard Jois	Inspection Team Leader	Shawmac Traffic and Safety Pty Ltd
00942	Anthony Anastas	Inspection Team Member	Shawmac Traffic and Safety Pty Ltd

The inspection team visited the site on 17th May 2022 at 12:00pm. At the time of the site visit the weather was fine and sunny and the existing road surface was dry.

1.3 Specialist Advisors

There were no specialist advisors, Joshua Kirk of Greenfield Technical Services representing the Shire of Morawa attended the daytime site inspection.



1.4 Safe System Findings

The aim of Safe System Findings is to focus the Road Safety Inspection process on considering safe speeds and by providing forgiving roads and roadsides. This is to be delivered through the Road Safety Inspection process by accepting that people will always make mistakes and by considering the known limits to crash forces the human body can tolerate. This is to be achieved by focusing the Road Safety Inspection on particular crash types that are known to result in higher severity outcomes at relatively lower speed environments to reduce the risk of fatal and serious injury crashes.

The additional annotation **"IMPORTANT"** shall be used to provide emphasis to any Road Safety Inspection finding that has the potential to result in fatal or serious injury, or findings that are likely to result in the following crash types above the related speed environment: head-on (>70 km/h), right angle (>50 km/h), run off road impact object (>40 km/h), and crashes involving vulnerable road users (>30 km/h), as these crash types are known to result in higher severity outcomes at relatively lower speed environments.

The exposure and likelihood of crash occurrence shall then be considered for all findings deemed **"IMPORTANT"** and evaluated based on an auditors professional judgement. Auditors should consider factors such as, traffic volumes and movements, speed environment, crash history and the road environment, and apply road safety engineering and crash investigation experience to determine the likelihood of crash occurrence. The likelihood of crash occurrence shall be considered either **"VERY HIGH"**, **"HIGH"**, **"MODERATE"** or **"LOW"** and this additional annotation shall be displayed following the **"IMPORTANT"** annotation on applicable findings.

1.5 Previous Road Safety Inspections

No previous Road Safety Inspections have been conducted at this location.

1.6 Background Data

1.6.1 Crash History

A study of the recent crash history has been conducted in the location considered in the inspection for the five-year period to the end of December 2021. This showed that there were no reported crashes within the extracted data.



1.6.2 Traffic and Speed Data

Evaside Road Stephan Road and Ross Road are all unsealed low volume roads and are derestricted speed zoned. No traffic counts were provided however Evaside and Stephen Roads are estimated at 100 vpd and Ross Road at less than 50 vpd.

1.6.3 Appendices

- Appendix A – Road Safety Inspection Findings Location Plan
- Appendix B – Road Safety Inspection Photographs
- Appendix C – Crash Reports
- Appendix D – Corrective Action Report (CAR)



2. ITEMS RAISED IN THIS ROAD SAFETY INSPECTION

2.1 Finding – Trees in Clearzone and obscuring sight lines to the south of intersection of Stephens Road and Evaside Road

There are trees that are in the clearzone and obscure the sight lines at the intersection of Stephens Road and Evaside Road looking south from the intersection.

Justification of the finding:

The trees in the clearzone pose a hazard for an errant vehicle and increase the risk of injury if a vehicle runs off the road and impacts with the tree. The reduced sight distance could mask a vehicle heading North on Evaside Road and as a vehicle emerges from Stephens Road if they are slightly on the wrong side of the road, they could impact with the approaching vehicle leading to serious or fatal injury to vehicle occupants

The tree located to the south of the intersection reduces Safe Intersection Sight Distance to approximately 150 m. *Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersection* indicates that Safe Intersection Sight Distance is the minimum distance which should be provided on the major road at any intersection. Using an operating speed of 110 km/h and reaction time of 2.0 seconds the required Safe Intersection Sight Distance is 285 m measured 7 m back along the side road from the conflict point.

Recommendation

The tree should be removed or pruned to provide adequate Safe Intersection Sight Distance should be provided in accordance with Austroads guidelines.

[IMPORTANT | MODERATE]

2.2 Finding – Steep Embankments along Evaside Road, Stephens Road and Ross Road

There are steep embankments located in the verge on both sides of Evaside Road, Stephens Road and Ross Road that are non-recoverable.

Justification of the finding:

The steep embankments pose a risk of serious or even fatal injuries to vehicle occupants in the event an errant vehicle leaves the road.

Hazards within the clear zone should be removed, suitable protection from them provided, or be frangible to the impact of a vehicle. Effective clear zones are

determined using the method described in Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers.

Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers indicates that removal of roadside hazards is rated very high as an effective treatment to prevent an off-path incidents.

Recommendation

Ensure clear zones are provided based on MRWA supplement to Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers and the relevant design speed or provide suitable barriers to protect occupants of errant vehicles.

[IMPORTANT | HIGH]

2.3 Finding – Non-Standard Advanced Intersection Warning Sign on Stephens Road on the approach to Evaside Road.

The advanced intersection warning sign is a nonstandard sign and indicates that the south bound movement at the intersection has right of way.

Justification of the finding:

Signs are an important part of the road infrastructure to provide guidance to drivers as they approach a change in road environment, if the sign is wrong or misleading a driver may not approach the change to the road environment at an appropriate speed increasing the risk of a crash resulting in injury to vehicle occupants.

All signs should be designed to AS1742 standard signage and retroreflective, non-standard signs should be avoided.

Recommendation

Replace the nonstandard advanced intersection warning sign with an Australian Standard sign as per AS1742.

[IMPORTANT | LOW]

2.4 Finding – Culverts in Clearzone on Evaside and Ross Roads

There are culverts and rock pitching around the culverts that are in the clearzone on Evaside and Ross Roads.



Justification of the finding:

Hazards within the clear zone should be removed, suitable protection from them provided, or be frangible to the impact of a vehicle. Effective clear zones are determined using the method described in Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers.

Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers indicates that removal of roadside hazards is rated very high as an effective treatment to prevent an off-path incidents.

Recommendation

Extend the culverts or provide protection in the form of road safety barriers.

[IMPORTANT | HIGH]

2.5 Finding – Alignment of the 4-way intersection

The 4-way intersection of Evaside, Stephens and Ross Road are poorly aligned and not consistent with the designs from Austroads.

Justification of the finding:

Due to the poor alignment of the intersecting roads, there is a risk that vehicles could fail to give way whilst exiting the intersection which could result in right angle crashes.

Poorly designed intersections increase the risk of crashes, 4 way intersections have more conflict points and should be avoided where possible to reduce the risk of right angle the thru-thru type crashes reducing the number of legs to an intersection will improve safety, there is a possibility of closing Ross Road as it carries very low volumes of traffic and in turn removes the railway crossing making the intersection of Evaside Road and Stephens Road a T intersection.

Recommendation

Re-align the intersection legs and close Ross Road prior to the railway crossing removing the rail crossing and re-align the Stephens Road approach to Evaside Road to 90 degrees.

[IMPORTANT | HIGH]



2.6 Finding – Missing Give Way sign on Ross Road at Evaside Intersection

The Give Way sign is missing at the intersection of Ross Road and Evaside Road.

Justification of the finding:

There is a risk that vehicles could fail to give way whilst exiting the intersection which could result in right angle crashes.

A minor road should have intersection control signage as per AS1742 to indicate that the minor road should either Give Way or Stop before entering the through road.

Recommendation

Install a Give Way sign at the intersection of Ross Road and Evaside Road.

[IMPORTANT | HIGH]

2.7 Finding – Delineation and signage on the curve on Ross Road prior to the rail crossing and intersection with Evaside Road

The curve on the approach to the rail crossing on Ros Road is poorly delineated with no advanced curve warning signs or CAMs around the curve to indicate to drivers the direction of travel.

Justification of the finding:

The lack of curve warning signage increases the risk of a driver not negotiating the curve and leaving the road resulting in serious or fatal injury to vehicle occupants.

Curved road alignments should be signed in accordance with AS1742 to ensure drivers are aware of the change in road alignment both prior to the curve and around the curve.

Recommendation

Install advanced curve warning signs and CAMs around the curve on Ross Road.

[IMPORTANT | HIGH]



2.8 Finding – Restricted sight distance on Evaside Road south bound on the approach to the intersection with Stephens Road

The approach to the intersection with Ross Road and Stephens Road on Evaside Road has been raised to meet the raised height of the rail crossing on Ross Road reducing the sight distance when heading south on Evaside Road.

Justification of the finding:

The reduction in sight distance can mask vehicles approaching or entering Evaside Road increasing the risk of head on and right-angle crashes as well as rear end crashes.

Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections details the Approach sight distance requirements for the approach to intersections, crests should be avoided where possible to ensure the intersection and vehicles approaching or entering the road at the intersection are clearly visible to approaching drivers.

Recommendation

Evaside Road should be lowered to remove the crest to improve the approach sight distance at the intersection and along Evaside Road, if the recommendation to close Ross Road and the rail crossing is adopted then the intersection of Evaside Road and Stephens Road can be lowered to remove the crest.

[IMPORTANT | HIGH]



3. ROAD SAFETY INSPECTION TEAM STATEMENT

I hereby certify that the inspection team have examined the identified location in undertaking this Road Safety Inspection. I also confirm that this inspection has been conducted following the general principles detailed in *Austroads Guide to Road Safety Part 6: Road Safety Audit* and in accordance with Main Roads Policy and Guidelines for Road Safety Audit.

The inspection has been carried out for the sole purpose of identifying any features of the existing road environment which could be altered or removed to improve the safety of the road infrastructure. The identified issues have been noted in this report. The accompanying findings and recommendations are put forward for consideration by the asset owner for implementation.

Inspection Team Leader

Richard Jois
Senior Road Safety Auditor
Shawmac Traffic & Safety Pty Ltd

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26/05/2022 Date

Disclaimer

This report contains findings and recommendations based on examination of the site and/or relevant documentation. The report is based on the conditions viewed on the day of inspection and is relevant at the time of production of the report. Information and data contained within this report is prepared with due care by the Road Safety Inspection Team. While the Road Safety Inspection Team seeks to ensure accuracy of the data, it cannot guarantee its accuracy.

Readers should not solely rely on the contents of this report or draw inferences to other sites. Users must seek appropriate expert advice in relation to their own particular circumstances.

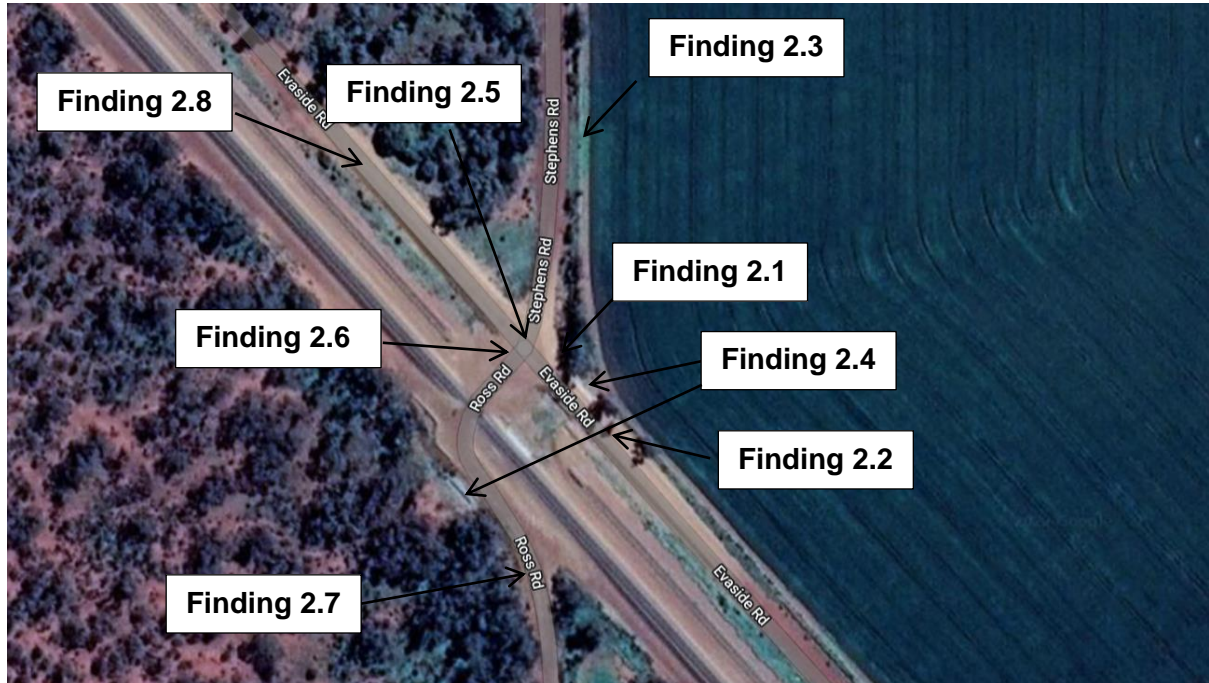
The Road Safety Inspection Team does not warrant, guarantee or represent that this report is free from errors or omissions or that the information is exhaustive. Information contained within may become inaccurate without notice and may be wholly or partly incomplete or incorrect. Before relying on the information in this report, users should carefully evaluate the accuracy, completeness and relevance of the data for their purposes.

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APPENDIX A

ROAD SAFETY INSPECTION FINDINGS LOCATION PLAN



Inspection Findings Location Plan



APPENDIX B

ROAD SAFETY INSPECTION PHOTOGRAPHS



Finding 2.1 – Tree obscuring sight lines to the south at the intersection



Finding 2.2 – Steep Embankment at side of Stephens and Evaside Road



Finding 2.3 – Non-Standard Advanced Intersection Warning Signs



Finding 2.4 Culvert and rock pitching in clearzone



Finding 2.5 – Poorly alignment 4 way intersection



Finding 2.6 - Missing Give way sign at Ross and Evaside Road intersection



Finding 2.7 – Poorly delineated curve on approach to rail crossing on Ross Road



Finding 2.4 - Culvert and steep embankment in clearzone on Ross Road



Finding 2.8 – Restricted sight distance over crest prior to intersection north bound on Evaside Road



APPENDIX C

CRASH REPORTS



There are no reported crashes at the intersection



APPENDIX D

CORRECTIVE ACTION REPORT



Corrective Action Report – Evaside Rd / Stephens Rd / Ross Rd Intersection Morawa Road Safety Inspection

Findings and Recommendations	Project Manager		
	Agree / Disagree	Reason for Disagreeing	Proposed Action and Comments
<p>2.1 Finding – Trees in Clearzone and obscuring sight lines to the south of intersection of Stephens Road and Evaside Road</p> <p>There are trees that are in the clearzone and obscure the sight lines at the intersection of Stephens Road and Evaside Road looking south from the intersection.</p> <p>Justification of the finding:</p> <p>The trees in the clearzone pose a hazard for an errant vehicle and increase the risk of injury if a vehicle runs off the road and impacts with the tree. The reduced sight distance could mask a vehicle heading North on Evaside Road and as a vehicle emerges from Stephens Road if they are slightly on the wrong side of the road they could</p>	Choose an item.		



<p>impact with the approaching vehicle leading to serious or fatal injury to vehicle occupants</p> <p>The tree located to the south of the intersection reduces Safe Intersection Sight Distance to approximately 150 m. Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersection indicates that Safe Intersection Sight Distance is the minimum distance which should be provided on the major road at any intersection. Using an operating speed of 110 km/h and reaction time of 2.0 seconds the required Safe Intersection Sight Distance is 285 m measured 7 m back along the side road from the conflict point.</p>			
<p>Recommendation</p> <p>The tree should be removed or pruned to provide adequate Safe Intersection Sight Distance should be provided in accordance with Austroads guidelines.</p> <p>[IMPORTANT MODERATE]</p>	<p>Choose an item.</p>		



<p>2.2 Finding – Steep Embankments along Evaside Road, Stephens Road and Ross Road</p> <p>There are steep embankments located in the verge on both sides of Evaside Road, Stephens Road and Ross Road that are non-recoverable.</p> <p>Justification of the finding:</p> <p>The steep embankments pose a risk of serious or even fatal injuries to vehicle occupants in the event an errant vehicle leaves the road.</p> <p>Hazards within the clear zone should be removed, suitable protection from them provided, or be frangible to the impact of a vehicle. Effective clear zones are determined using the method described in Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers.</p> <p>Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers indicates that removal of roadside hazards is rated very high as an effective treatment to prevent an off-path incidents.</p>	<p>Choose an item.</p>		
<p>Recommendation</p> <p>Ensure clear zones are provided based on MRWA supplement to Austroads Guide to Road</p>	<p>Choose an item.</p>		



Design Part 6: Roadside Design, Safety and Barriers and the relevant design speed or provide suitable barriers to protect occupants of errant vehicles. [IMPORTANT HIGH]			
<p>2.3 Finding – Non-Standard Advanced Intersection Warning Sign on Stephens Road on the approach to Evaside Road.</p> <p>The advanced intersection warning sign is a nonstandard sign and indicates that the south bound movement at the intersection has right of way.</p> <p>Justification of the finding:</p> <p>Signs are an important part of the road infrastructure to provide guidance to drivers as they approach a change in road environment, if the sign is wrong or misleading a driver may not approach the change to the road environment at an appropriate speed increasing the risk of a crash resulting in injury to vehicle occupants.</p> <p>All signs should be designed to AS1742 standard signage and retroreflective, nonstandard signs should be avoided.</p>	Choose an item.		



Recommendation Replace the non-standard advanced intersection warning sign with an Australian Standard sign as per AS1742. [IMPORTANT LOW]	Choose an item.		
2.4 Finding – Culverts in Clearzone on Evaside and Ross Roads There are culverts and rock pitching around the culverts that are in the clearzone on Evaside and Ross Roads. Justification of the finding: Hazards within the clear zone should be removed, suitable protection from them provided, or be frangible to the impact of a vehicle. Effective clear zones are determined using the method described in Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers. Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers indicates that removal of roadside hazards is rated very high as an effective treatment to prevent an off-path incidents.	Choose an item.		



Recommendation Extend the culverts or provide protection in the form of road safety barriers. [IMPORTANT HIGH]	Choose an item.		
2.5 Finding – Alignment of the 4-way intersection The 4-way intersection of Evaside, Stephens and Ross Road is poorly aligned and not consistent with the designs from Austroads. Justification of the finding: Due to the poor alignment of the intersecting roads, there is a risk that vehicles could fail to give way whilst exiting the intersection which could result in right angle crashes. Poorly designed intersections increase the risk of crashes, 4 way intersections have more conflict points and should be avoided where possible to reduce the risk of right angle the thru-thru type crashes reducing the number of legs to an intersection will improve safety, there is a possibility of closing Ross Road as it carries very	Choose an item.		



low volumes of traffic and in turn removes the railway crossing making the intersection of Evaside Road and Stephens Road a T intersection.			
Recommendation Re-align the intersection legs and close Ross Road prior to the railway crossing removing the rail crossing and re-align the Stephens Road approach to Evaside Road to 90 degrees. [IMPORTANT HIGH]	Choose an item.		
2.6 Finding – Missing Give Way sign on Ross Road at Evaside Intersection The Give Way sign is missing at the intersection of Ross Road and Evaside Road. Justification of the finding: There is a risk that vehicles could fail to give way whilst exiting the intersection which could result in right angle crashes. A minor road should have intersection control signage as per AS1742 to indicate that the minor road should either Give Way or Stop before entering the through road.	Choose an item.		



Recommendation Install a Give Way sign at the intersection of Ross Road and Evaside Road. [IMPORTANT HIGH]	Choose an item.		
2.7 Finding – Delineation and signage on the curve on Ross Road prior to the rail crossing and intersection with Evaside Road The curve on the approach to the rail crossing on Ros Road is poorly delineated with no advanced curve warning signs or CAMs around the curve to indicate to drivers the direction of travel. Justification of the finding: The lack of curve warning signage increases the risk of a driver not negotiating the curve and leaving the road resulting in serious or fatal injury to vehicle occupants. Curved road alignments should be signed in accordance with AS1742 to ensure drivers are aware of the change in road alignment both prior to the curve and around the curve.	Choose an item.		



<p>Recommendation</p> <p>Install advanced curve warning signs and CAMs around the curve on Ross Road.</p> <p>[IMPORTANT HIGH]</p>	<p>Choose an item.</p>		
<p>2.8 Finding – Restricted sight distance on Evaside Road south bound on the approach to the intersection with Stephens Road</p> <p>The approach to the intersection with Ross Road and Stephens Road on Evaside Road has been raised to meet the raised height of the rail crossing on Ross Road reducing the sight distance when heading south on Evaside Road.</p> <p>Justification of the finding:</p> <p>The reduction in sight distance can mask vehicles approaching or entering Evaside Road increasing the risk of head on and right-angle crashes as well as rear end crashes.</p> <p>The Guide to Road Design Part 4A: Unsignalised and Signalised Intersections details the Approach sight distance requirements for the approach to intersections, crests should be avoided where</p>	<p>Choose an item.</p>		



possible to ensure the intersection and vehicles approaching or entering the road at the intersection are clearly visible to approaching drivers.			
Recommendation Evaside Road should be lowered to remove the crest to improve the approach sight distance at the intersection and along Evaside Road, if the recommendation to close Ross Road and the rail crossing is adopted then the intersection of Evaside Road and Stephens Road can be lowered to remove the crest. [IMPORTANT HIGH]	Choose an item.		



Corrective Action Report - Evaside Rd / Stephens Rd / Ross Rd Intersection Morawa Road Safety Inspection

NOTE:

- This Corrective Action Report is to be read in conjunction with the full Road Safety Inspection Report and its findings and recommendations.
- The asset owners (MRWA and/or LGA) **must** be informed of these findings, recommendations and proposed actions.
- Items not under the responsibility of this project representative must be forwarded to the persons / agencies who are responsible.

These findings and recommendations have been considered, and the actions listed will be taken accordingly.

Responsible Project Representative	Company / Agency / Division	Position	Date

Asset Owner Representative	Company / Agency / Division	Position	Date

SHIRE OF MORAWA

**EVASIDE RD – STEPHENS RD – ROSS RD INTERSECTION
BLACKSPOT**

DESIGN REPORT

GERALDTON

8/81 Forrest Street, PO Box 2840, Geraldton, WA 6531
P 08 9921 5547

PERTH

8/339 Cambridge Street, Wembley, WA 6014
P 08 9921 5547

Revision Status						
Rev	Date	Purpose	Prepared	Reviewed	Approved	Details
A	24/11/23	Issued for internal review	MB	JK	N/A	First draft
B	27/11/23	Issued for external review		Shire		

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1.0 PROJECT OVERVIEW

Evaside Rd (5110022) commences at the intersection with Gutha West Rd (5110010) and ends at the intersection with the Wubin Mullewa Rd (M039). The road runs parallel to the railway and is unsealed along the 8.86km length. Approx. 20km north of the Morawa townsite, at Slk 1.16, Stephens Rd (5110016) and Ross Rd (5110029) intersect Evaside Rd to form a 4-way unsignalised intersection. These intersecting roads are poorly aligned on the approaches to the intersection. There is also a large culvert structure (11 x Ø900mm CSP) across Evaside Rd immediately east of the intersection. This culvert was designed and installed by Arc Infrastructure.

The Shire has had long-standing safety concerns about the Evaside Rd / Stephens Rd / Ross Rd intersection, including the large culvert across Evaside Rd. As a result, in May 2022 the Shire engaged Shawmac to undertake a Road Safety Inspection (RSI) at the intersection. Based on the items raised in the RSI in the vicinity of the intersection, the Shire has obtained Blackspot funding for the initial design (Stage 1) to address the items raised in the RSI.

For the purpose of this memo, Evaside Rd has an east-west alignment while Stephens Rd and Ross Rd both have a north-south alignment.

2.0 OVERVIEW OF EXISTING INTERSECTION LAYOUT

The configuration of the 4-way unsignalised intersection is based on Evaside Rd being the through road and Stephens Rd and Ross Rd are the terminating roads.

Stephens Rd is controlled by a Give Way sign and intersects with Evaside Rd at an angle of approx. 45deg. The angle of intersection is much less than the minimum 70deg angle specified by Austroads. The low intersection angle means that vehicles approaching the intersection from Stephens Rd are less likely to correctly give way to traffic on Evaside Rd.

Further, the alignment of Ross Rd on the immediate approach to the intersection involves a 90deg R=15m curve followed by a rail crossing approx. 35m before the intersection with Evaside Rd. There is no Give Way sign on Ross Rd. Although the Shire has advised that there is little traffic on Ross Rd there is a risk that vehicles on Ross Rd, continuing north onto Stephens Rd, may not give way to vehicles on Evaside Rd.

Greenfield comment: 4-way intersections are typically avoided as they have significantly more conflict points than T-junctions (45 compared to 9). Unsignalised 4-way intersections with one road having priority, record high crash rates for the through movements from the minor road, particularly if the minor legs are aligned i.e. a cross intersection

Immediately east of the intersection at approx. Slk 1.19 on Evaside Rd, there is a large culvert structure (11 x Ø900mm CSP) across the road that results in rock pitching around the culverts that is in the clear zone on both Evaside Rd and Ross Rd.

3.0 ROAD SAFETY INSPECTION – Shawmac May 2022

The Shire engaged Shawmac Traffic and Safety (Shawmac) to complete an RSI at the intersection. The RSI is a formal examination of an existing road or road-related area in which an independent, qualified team report on the crash potential and likely safety performance of the location. All the findings described in the report are considered by the inspection team to require action to improve the safety of the existing road environment and minimise the risk of crash occurrence and reduce potential crash severity.

The RSI adds the additional annotation “**IMPORTANT**” to provide emphasis to any finding that has the potential to result in fatal or serious injury or findings that are likely to result in the following crash types above the related speed environment: head-on (>70 km/h), right angle (>50 km/h), run off-road impact

object (>40 km/h), and crashes involving vulnerable road users (>30 km/h), as these crash types are known to result in higher severity outcomes at relatively lower speed environments.

The exposure and likelihood of crash occurrence shall then be considered for all findings deemed **“IMPORTANT”** and evaluated based on an auditor's professional judgment. Auditors should consider factors such as traffic volumes and movements, speed environment, crash history, and the road environment, and apply road safety engineering and crash investigation experience to determine the likelihood of crash occurrence. The likelihood of crash occurrence shall be considered either **“VERY HIGH”**, **“HIGH”**, **“MODERATE”** or **“LOW”** and this additional annotation shall be displayed following the **“IMPORTANT”** annotation on applicable findings.

The findings of the RSI are as follows:

Item	Description	Details	Recommendation
2.1	Trees in clear zone and obscuring sight lines to the south of the intersection of Stephens Rd and Evaside Rd	Important - MODERATE	The tree should be removed or pruned to provide adequate Safe Intersection Sight Distance (SISD) should be provided in accordance with Austroads guidelines.
2.2	Steep embankments along Evaside Road, Stephens Rd, and Ross Rd	Important - HIGH	Ensure clear zones are provided based on MRWA supplement to Austroads Guide to Road Design Part 6: Roadside Design, Safety and Barriers and the relevant design speed or provide suitable barriers to protect occupants of errant vehicles.
2.3	Non-standard advanced intersection warning sign on Stephens Rd on the approach to Evaside Rd	Important - LOW	Replace the nonstandard advanced intersection warning sign with an Australian Standard sign as per AS1742.
2.4	Culverts in the clear zone on Evaside Rd and Ross Rd	Important - HIGH	Extend the culverts or provide protection in the form of road safety barriers.
2.5	Alignment of the 4-way intersection	Important - HIGH	Re-align intersection legs and close Ross Rd prior to the rail crossing. Remove the rail crossing and re-align the Stephens Road approach to Evaside Rd to 90 degrees.
2.6	Missing Give Way sign on Ross Rd at the Evaside Rd intersection	Important - HIGH	Install a Give Way sign at the intersection of Ross Rd and Evaside Rd.
2.7	Delineation and signage on the curve on Ross Rd prior to the rail crossing and intersection with Evaside Rd	Important - HIGH	Install advanced curve warning signs and CAMs around the curve on Ross Rd.
2.8	Restricted sight distance on Evaside Rd southbound on the approach to the intersection with Stephens Rd	Important - HIGH	Evaside Rd should be lowered to remove the crest to improve the approach sight distance at the intersection and along Evaside Rd, if the recommendation to close Ross Rd and the rail crossing is adopted then the intersection of Evaside Rd and Stephens Rd can be lowered to remove the crest.

Table 1: Summary of RSI findings

Note: In the RSI, the alignment of Evaside Rd is referenced as north-south rather than east-west. Therefore, references to south or southbound are understood to be east or eastbound based on the assumed east-west alignment of Evaside Rd.

The RSI noted that a study of the recent crash history was conducted for the five-year period to the end of December 2021. This showed that there were no reported crashes within the extracted data.

4.0 BLACKSPOT SUBMISSION (2023/24) – July 2022

4.1 SUBMISSION REQUIREMENTS

Further to the findings of the RSI, the Shire engaged Greenfield Technical Services (Greenfield) to complete a State Blackspot submission to obtain funding for the 2023/24 financial year to complete Stage 1 of the upgrade of the Evaside Rd / Stephens Rd / Ross Rd intersection. Stage 1 involves the design and detailing of the intersection upgrade and Stage 2 involves the construction of the proposed design upgrade.

The State Blackspot program is typically based on data from reported crashes associated with the nominated project area and each State Blackspot submission must be accompanied by an RSI.

As noted in the RSI, the MRWA Crash Map System confirms that there are no recorded crashes for the five-year period to the end of December 2021. Where a project area doesn't have any accompanying reported crashes, the Blackspot submission must reference the findings and recommendations of the RSI to establish the basis of the crash potential and likely safety performance of the location and the subsequent suitability for the associated improvement nominated.

Each RSI includes a Corrective Action Report which summarises the findings of the RSI and requires the asset owner to respond to the proposed actions to correct each of the findings. Any proposed works associated with the project location must address the findings listed in the Corrective Action Report. Greenfield reviewed each of the individual findings of the RSI and considered what the overall intersection upgrade would look like to be consistent with the intent of each of the recommendations associated with the individual findings.

4.2 REVIEW OF EXISTING 11XØ900MM CSP CULVERT STRUCTURE

The existing 11xØ900mm CSP culvert (Culvert 2) is located at Slk 1.185 on Evaside Rd. This culvert structure mirrors an identical culvert structure under the rail embankment (Culvert 1) such that the culvert ends of the two sets of culverts are only approx. 20m apart.

As noted in section 1.0, the culvert structure under Evaside Rd was designed and installed by Arc Infrastructure. Based on a review of historical aerial imagery, these culverts appear to have been installed in approx. 2012. No details of the runoff hydrology or hydraulic flow calculations associated with this culvert have been made available for review. Consequently, an assessment is required to determine the runoff hydrology and hydraulic flow of these culverts.

Culvert 1 under the rail line drains runoff from the land to the south of the rail line immediately adjacent Evaside Rd. Culvert 2 under Evaside Rd appears to essentially drain the flow out of Culvert 1.

4.2.1 Catchment runoff and culvert hydraulics

Based on Culvert 1 and Culvert 2 flowing full i.e. 900mm depth of flow, the calculated capacity of each of these culvert structures is approx. 6m³/s.

Most of the catchment area upstream of Culvert 1 has been cleared for farming. A review of aerial imagery does not provide much evidence to indicate the extent of the catchment boundary associated with these culverts. However, it is likely that the maximum size of the catchment is in the order of 6.5-8.0 km². The catchment has an overall fall from south to north, towards the rail line and Culvert 1 and appears to be much flatter immediately upstream of Culvert 1 than the catchment sections further upstream.

It is worth noting that for the culverts to flow at full capacity, this would typically require a similar 900mm depth of flow in the catchment immediately upstream of the culvert. Flow this deep is usually contained

within a defined channel section. However, the aerial imagery does not indicate that there are any defined flow paths or channels upstream of the culvert. Rather, the upstream catchment appears to have a relatively flat cross-section profile. Combined with the anecdotal evidence that the catchment flattens out just before Culvert 1 which would result in runoff that flows as a sheet spread over a wider section as it drains to Culvert 1. Therefore, it is likely that the runoff draining to Culvert 1 is spread out over at least approx. 200m. Based on this, it is unlikely that the depth of flow in the catchment upstream of Culvert 1 would produce a 900mm depth of flow and therefore highly unlikely that Culvert 1, and consequently Culvert 2, will ever flow full.

Further, the farmland adjacent to the culvert structure west of Evaside Rd is frequently sown with crops and if there was a regular and/or large runoff across the paddock draining into the culvert structure, there should be some evidence of this such as:

- changing the paddock arrangement to avoid farming the corner of the paddock
- some silt/topsoil material in the culvert barrels where the water has eroded the topsoil from the paddock (*refer to section 4.2.2 for comments on site observations*)

4.2.2 Flow from Culvert 1 into Culvert 2

As previously noted, the outlet of Culvert 1 and the inlet of Culvert 2 are approx. 20m apart. Immediately to the west of these culverts is the raised embankment of Ross Rd as it connects with Evaside Rd. However, to the east, there is room for the runoff flowing out of Culvert 1 to spread out before flowing into Culvert 2. The effect of the flow out of Culvert 1 spreading is that there will be a proportional reduction to the flow draining into Culvert 2. This is likely to mean that the flow through Culvert 2 is much less than the flow through Culvert 1.

4.2.3 Headwalls and rock protection

Neither culvert has concrete headwalls at either the inlet or outlet. Instead, both culvert structures have rock protection around the culvert ends.



Figure 1 Rock protection around Culvert 2 (11xØ900mm CSP) inlet and outlet

It is not clear why the rock has been placed over the top of the culverts on both the upstream and downstream ends. The placement of rock above the top of the culverts is usually associated with the construction of floodways to provide batter scour protection and is typically detailed on the downstream batter as this is where the effects of scour are greatest. Only those floodways that convey very large and fast flow require rock protection on the upstream batter in addition to the standard downstream protection. The existing vertical profile of Evaside Rd does not suggest that there is a designated floodway at this location. Therefore, it would seem unlikely that the road has been designed, or would act, as a floodway. This being the case, the rock protection does not seem to serve a specific scour protection purpose and has likely been used in lieu of constructing a standard concrete headwall structure.

The size of each culvert structure is considered significant for a rural public road. Each culvert arrangement suggests that these structures have been designed to cater for a relatively large amount of runoff. However, observations from the site did not identify any silt, debris, or scour either around the inlet/outlets or within the pipe which would typically be observed if larger volumes of water flowing through these structures.

4.2.4 Considerations for Blackspot submission

Further to the points made in the above sections, it is likely that the actual runoff flow through the existing 11xØ900mm culvert structure on Evaside Rd (Culvert 2) is likely to be much less than the approx. 6m³/s capacity of the culvert when flowing full.

The discussion in the RSI related to the restricted sight distance at the intersection on Evaside Rd (finding 2.8) states that the road vertical profile of Evaside Rd has been raised to meet the height of the rail crossing on Ross Rd. Although this is correct, the Evaside Rd vertical profile is also a function of the height of the 11xØ900mm CSP culvert structure immediately east of the intersection. Therefore, the recommendation to lower Evaside Rd would require either:

- a) Replacement of existing 11xØ900mm CSP pipes with alternate culvert structure (reduced height)
- b) Removal of existing 11xØ900mm CSP pipes and replacement with floodway

Replacing the existing culvert with a culvert <900mm high is not considered viable as there would need to be more than 11 culvert barrels. Therefore, a floodway structure is considered the preferred option for replacing the existing culvert structure.

4.3 GREENFIELD COMMENTS ON RSI FINDINGS

A summary of the main items from the Greenfield review is detailed below:

Item	Recommendation	Greenfield Comment
1	The only recommendation for removing the crest to address the lack of sight distance for vehicles on Evaside Rd is to lower Evaside Rd to remove the crest.	<p><i>This recommendation is expected to provide the most effective, and likely cheapest, overall solution for the various issues identified in the RSI report.</i></p> <p><i>Nevertheless, lowering Evaside Rd to remove the crest will affect the Stephens Rd intersection, Ross Rd intersection and the 11xØ900mm CSP culvert structure. Based on the site constraints, the lowering of the Evaside Rd profile can only be realistically achieved by:</i></p> <ul style="list-style-type: none"> • Closing Ross Rd and removing the Ross Rd / Evaside Rd intersection • Replacing the 11xØ900mm CSP structure with a floodway
		<p><i>The only real alternative to closing Ross Rd and lowering Evaside Rd is to build up the Evaside Rd formation level on the approaches to the intersection so that the vertical alignment provides the necessary sight distance.</i></p> <p><i>If this alternative were considered the existing 11xØ900mm CSP culverts would likely be retained which would require widening and/or safety barriers. Additionally, the embankment batters on Evaside Rd, Ross Rd, and Stephens Rd would all need flattening to provide a recoverable batter in the clear zone.</i></p>
		<p><i>Based on the above, when considering upgrade options at the intersection, it is assumed that Ross Rd will be closed.</i></p>

Table 2: Summary of the main Greenfield review comments on the RSI findings

Item	Recommendation	Greenfield Comment
2	Extend the culverts or provide protection in the form of road safety barriers.	<p>Based on the comments made in Item 1 above, Ross Rd will be closed. The existing culvert structure on Evaside Rd is proposed to be replaced with a floodway such that the culverts and rock-pitched headwalls will no longer be in the clear zone.</p> <p>Based on the above, the need to extend the 11xØ900mm CSP culvert structure or provide protection would no longer be applicable.</p>
3	Realign the intersection legs and close Ross Rd prior to the railway crossing, remove the crossing and re-align the Stephens Rd approach to Evaside Rd to 90deg.	<p>Closing this road would also remove the level crossing on Ross Rd which aligns with the state's wider strategy to remove level crossings. It is worth noting that in the hierarchy of control, eliminating a hazard is the most effective control and offers the highest level of protection.</p> <p>The proposed realignment of Stephens Rd would typically involve a R=175m curve just before the intersection with Evaside Rd. The curve is suitable for 50km/h which is appropriate given its proximity to the intersection.</p>

Table 2: Summary of the main Greenfield review comments on the RSI findings

The Greenfield commentary was provided to the Shire for review. The Shire subsequently advised that they would like to proceed with a proposed upgrade based on closing Ross Rd.

Greenfield subsequently developed a basic concept model of the upgrade of the intersection to understand how all the design elements interfaced with each other and the existing road infrastructure. The concept model was based on closing Ross Rd and replacing the 11xØ900mm CSP culvert with a floodway. A previous survey pickup of the site from 2016 was used to develop the concept model.

Therefore, based on the recommendations in the RSI, the Shire lodged the Stage 1 Blackspot submission in July 2022 based on the following elements:

- Close Ross Rd and remove both the rail crossing and the Ross Rd / Evaside Rd intersection
- Replace the existing 11xØ900mm CSP culvert structure with a floodway
- Lower Evaside Rd to improve the sight distance for vehicles on Evaside Rd for eastbound vehicles
- Realign Stephens Rd to approach Evaside Rd at 90deg
- The upgrade is based on the reconstructed pavement, including the floodway, remaining unsealed
- Trees will be removed or pruned to provide adequate Safe Intersection Sight Distance
- Recoverable batters to be constructed on sections of Evaside Rd and Stephens Rd approaching the intersection

The Shire was subsequently successful with its Stage 1 Blackspot application for the design of the intersection upgrade. The Shire subsequently engaged Greenfield to design and detail the upgrade of the intersection.

5.0 DETAILED DESIGN OF INTERSECTION UPGRADE

5.1 SCOPE OF WORK

The scope of the upgrade is based on the approved Stage 1 Blackspot submission.

5.1.1 Stakeholder engagement

As noted in section 1.0, the Shire has had a long-standing issue with the 11xØ900mm CSP culvert constructed by Arc Infrastructure across Evaside Rd immediately east of the intersection. Based on the proposed changes to this culvert, as well as the closure of Ross Rd and removal of the Ross Rd / Evaside

Rd intersection, there will need to be engagement with Arc Infrastructure. The Greenfield scope of work does not include any allowance to liaise with Arc Infrastructure in relation to any possible approvals or potential impacts that the Stage 1 Blackspot design may have on Arc Infrastructure assets.

Given the lengthy history concerning this intersection, as well as the proposed changes to the intersection under this project, Greenfield strongly recommends that the Shire is proactive in engaging early and often with Arc Infrastructure on the proposed scope of work. In our experience, this engagement can be lengthy and detailed. As such, we recommend that the Shire makes this a priority ASAP.

5.1.2 RAV access

Both Stephens Rd and Evaside Rd are permitted for Restricted Access Vehicles (RAVs) up to Network 4 (up to 27.5m long), although the access on Evaside Rd has conditions. Ross Rd is not permitted for RAV vehicles. However, the Shire has subsequently confirmed that they require the intersection upgrade to accommodate RAV 7 vehicles (up to 36.5m long) as there is a possibility that both these roads will be added to the RAV 7 network in the future.

5.1.3 Survey

The Shire supplied Greenfield with an updated survey pickup of the site.

5.2 TRAFFIC DATA

The Shire supplied a traffic count for Evaside Rd for the period from November 2021 to May 2022. Based on this count, there are a total of approx. 38veh/day (both ways).

Although traffic counts for Stephens Rd and Ross Rd were not provided, it is assumed that the traffic volumes are:

Stephens Rd: <20veh/day (both ways)
 Ross Rd: <5veh/day (both ways)

5.3 FLOODWAY TO REPLACE EXISTING 11XØ900MM CSP CULVERT

5.3.1 Floodway design flow

As noted in section 4.2.4, it is likely that the actual runoff flow through the existing 11xØ900mm culvert structure on Evaside Rd (Culvert 2) is less than the approx. 6m³/s capacity of the culvert when flowing full.

A summary of culvert flows for various depths is detailed in the table below.

Item	Depth of Flow in Ø900mm Pipe (m)	% of Total Pipe Diameter	Calculated Pipe Flow (m ³ /s)
1	0.20	22%	0.5
2	0.40	44%	1.6
3	0.60	67%	2.9
4	0.80	89%	4.0
5	0.90	100%	6.0

Table 3: Summary of 11xØ900mm CSP culvert flows for various depths

Notwithstanding the above, a design serviceable capacity of the replacement floodway has been conservatively set at 6m³/s. The serviceable capacity of the floodway is based on a maximum 300mm depth of flow across the floodway which is the maximum trafficable depth for passenger vehicles to be able to

safely drive across the floodway. Therefore, the floodway would need to be a minimum length of 20m to meet the above parameters (*max depth 300mm for 6m³/s design flow*).

To cater for low-level flows before and after the peak, the floodway has been detailed with a drainage culvert. Based on the need to reduce the level of Evaside Rd to improve the sight distance, the drainage culvert has been detailed as a 2x1200x375mm box culvert as there won't be sufficient cover to allow for a pipe culvert.

5.3.2 Floodway height

Based on the above, a floodway centreline height of approx. 286.25mAHD has been adopted. This provides for at least 200mm of cover at the road shoulder for a 4% crown road cross-section through the floodway.

Note that the design floodway level is approx. 1.0m lower than the existing level of Evaside Rd over the culverts, and approx. 1.8m below the level of the adjacent rail line.

5.4 EVASIDE RD

5.4.1 Horizontal geometry

The Evaside Rd design horizontal geometry is based on following the existing road centreline. This results in a straight alignment which includes two minor kinks, each of which is <0.5deg. This provides for safe vehicle speeds up to 110km/h.

Greenfield comment: It is worth noting that the existing Evaside Rd formation is not sitting centrally within the designated 20m road reserve. The existing road centreline is only offset approx. 6.5m from the northern cadastral boundary compared to 10m if the road was sitting centrally. This results in part of the road formation sitting outside the road cadastral boundary. Further, to the east of Stephens Rd, the existing fence parallel to Evaside Rd is not sitting on the cadastral boundary. The fence is offset approx. 3m to the north of the cadastral boundary.

As the design road centreline follows the existing centreline, there will be part of the design road formation that is also outside the road cadastral boundary. However, the design road formation does not encroach on the existing Evaside Rd fenceline.

5.4.2 Vertical geometry

As identified in the RSI, the Evaside Rd profile needs to be lowered to improve the sight distance for vehicles on Evaside Rd. The existing Evaside Rd vertical geometry is summarised in the table below.

Section	SLK Location	Length (m)	Typical Curve Design Speed (km/h)	Comments
V1	0.800 – 0.960	160	100	
V2	0.960 – 1.120	160	70	<i>Sag and approach to intersection</i>
V3	1.120 – 1.220	100	80	<i>Crest at intersection & over culverts</i>
V4	1.300 – 1.350	50	60	<i>Sag and approach to intersection</i>
V5	1.350 – 1.470	120	100	

Table 4: Summary of the existing Evaside Rd vertical geometry

The design vertical geometry has been detailed based on the following:

- Improving the approach sight distance at the intersection and along Evaside Rd by removing the crest at the existing intersection with Stephens Rd and Ross Rd.

- Providing for a floodway structure to replace the existing 11xØ900mm CSP culvert just to the east of the intersection.

The Evaside Rd design vertical geometry is summarised in the table below.

Section	SLK Location	Length (m)	Design Speed (km/h)		Comments
			Existing	Design	
V1	0.800 – 0.960	160	100	100	Crest at new Stephens Rd intersection Sag at floodway
V2	0.960 – 1.145	185	70	100	
V3	1.145 – 1.230	85	80	100	
V4	1.230 – 1.350	120	60	100	
V5	1.350 – 1.470	120	100	100	

Table 5: Summary of the design Evaside Rd vertical geometry

The design profile provides for a floodway in lieu of the existing culverts. Refer to section 5.4.3 below for details.

5.4.3 Waterways

The replacement floodway structure on Evaside Rd extends from Slk 1.135-1.245, which includes the 40m long floodway plus 35m long ramps on either side.

The 40m long floodway provides for the 6m³/s design capacity based on a corresponding 200mm depth of flow across the floodway.

As noted in section 5.3, the floodway also includes a 2x1200x375mm box culvert to drain low-level flows.

5.4.4 Cross section

The typical design cross section for the road pavement is based on the following elements:

- 9.0m unsealed carriageway with 1.0m tapered shoulders on either side
- 150mm thick gravel sheeting
- 4% crown
- Table drains 150mm deep where the tapered shoulder is below the adjacent natural surface. The front slope of the table drain will be 6:1.
- Cut and fill batter slopes are typically 4:1

The typical design cross-section for the floodway (Slk 1.135-1.245) is based on the following elements:

- 9.0m unsealed carriageway with 1.5m tapered shoulders on either side
- 200mm thick gravel sheeting stabilised with 2% cement
- 4% crown
- Table drains 150mm deep where the tapered shoulder is below the adjacent natural surface. The front slope of the table drain will be 6:1.
- Cut and fill batter slopes are typically 4:1

5.5 EVASIDE RD / STEPHENS RD INTERSECTION ASSESSMENT

5.5.1 Sight distance

Based on the proposed Evaside Rd design geometry, the Safe Intersection Sight Distances (SISD) and Approach Sight Distances (ASD) provided on both Evaside Rd approaches to the new intersection with Stephens Rd are summarised below. Note that a reaction time of 3 sec has been used to calculate SISD and SSD for trucks in accordance with the Main Roads Supplement to GRD Pt 4A.

Intersection Leg	Approximate Vertical Grade	Type	Speed (km/h)	Target Height (m)	Required Distance (m)	Distance Provided (m)
TRUCK Driver Eye Height = 2.4m						
Evaside Rd (Western approach)	VARIES + / - 1%	SSD	110	0.20	256	>300
		SISD	110	1.25	348	>380
Evaside Rd (Eastern approach)	VARIES + / - 1%	SSD	110	0.20	256	>300
		SISD	110	1.25	348	>380

Table 6: Summary of sight distance for trucks on Evaside Rd

SISD and SSD for CARS are detailed in the Main Roads Supplement to GRD Pt 4A.

Intersection Leg	Approximate Vertical Grade	Type	Speed (km/h)	Target Height (m)	Required Distance (m)	Distance Provided (m)
CAR Driver Eye Height = 1.1m						
Evaside Rd (Western approach)	VARIES + / - 1%	SSD	110	0.20	209	>220
		SISD	110	1.25	300	>350
Evaside Rd (Eastern approach)	VARIES + / - 1%	SSD	110	0.20	209	>220
		SISD	110	1.25	300	>350

Table 7: Summary of sight distance for cars on Evaside Rd

Refer to section 5.6.2 for details of the sight distance on Stephens Rd approaching to the new intersection.

5.5.1 Intersection treatment warrants

The intersection treatment warrants have been assessed using Appendix A.8.1 of the Main Roads Supplement to Austroads Guide to Road Design (GRD) Part 4. The corresponding turning treatment warrants are Simple Right (SR) and Simple Left (SL) treatments without offsets.

5.5.1 Auxiliary lane

There is no warrant for an auxiliary lane based on the traffic volumes or the horizontal and/or vertical geometry of Evaside Rd.

5.5.1 Design swept path analysis for turning vehicle

The design intersection sweeps at the new intersection location have been detailed using AutoTURN software, based on a minimum turning radius of R=20m to the outside front wheel for the following design vehicles:

Vehicle Type	Turning Movements
36.5m long road train (MRWA RAV 6(B))	RIGHT turn from Evaside Rd onto Stephens Rd
	LEFT turn from Evaside Rd onto Stephens Rd
	RIGHT turn from Stephens Rd onto Evaside Rd
	LEFT turn from Stephens Rd onto Evaside Rd

Table 8: Summary of design turning movements

5.6 STEPHENS RD

5.6.1 Horizontal geometry

As identified in the RSI, Stephens Rd requires realignment to ensure that it intersects Evaside Rd at 90deg. The design model includes a R=175m curve, approx. 150m long, on the approach to the intersection with Evaside Rd. Based on a superelevation of 4%, this curve provides a design speed of 50km/h which is appropriate given that vehicles are required to slow down and give way at the intersection with Evaside Rd.

The design realignment intersects Evaside Rd at 90deg and has moved the intersection approx. 130m further to the west. This results in approx. 200m of the existing Stephens Rd (Slk 0.0-0.2) that is now redundant. This section of road will need to be rehabilitated.

5.6.2 Vertical geometry

The design vertical geometry of Stephens Rd follows the topography of the existing ground. This results in a flat profile apart from the last 35m approaching the intersection which rises up approx. 0.9m to match the design level on Evaside Rd.

The design vertical alignment provides for ASD to the Evaside Rd intersection.

5.6.3 Drainage

The existing ground contours in the vicinity of the realigned road section typically fall to the north, away from Evaside Rd. Therefore, there is no warrant for a culvert on the Stephens Rd approach to Evaside Rd.

5.6.4 Cross section

The typical design cross section for the road pavement is based on the following elements:

- 9.20m unsealed carriageway with 1.0m tapered shoulders on either side.
- 150mm thick gravel sheeting
- 4% crown on straights and 4% superelevation through the curve
- Table drains 150mm deep where the tapered shoulder is below the adjacent natural surface. The front slope of the table drain will be 6:1.
- Cut and fill batter slopes are typically 4:1

5.7 ROSS RD

Ross Rd commences at the intersection with Wubin-Mullewa Rd and ends at the intersection with Evaside Rd (Slk 3.490). Approx. 35m back from the intersection with Evaside Rd, Ross Rd crosses the rail line (Slk 3.453) that runs parallel to Evaside Rd.

The existing Ross Rd horizontal alignment of the last 200m approaching Evaside Rd is summarised below.

Section	SLK Location	Curve Type	Radius (m)	Length (m)	Design Speed (km/h)	Comments
H1	3.332 – 3.410	LH	115	78	40	
H2	3.429 – 3.452	RH	15	23	<<40	Very sharp curve
H3	3.455	N/A	N/A	N/A	N/A	Rail crossing
H4	3.490	N/A	N/A	N/A	N/A	Intersection with Evaside Rd

Table 9: Summary of the Ross Rd alignment details on the approach to the intersection with Evaside Rd

As previously noted in section 3.0, the RSI recommendation to reconfigure the Evaside Rd / Stephens Rd / Ross Rd intersection involved closing Ross Rd prior to the rail crossing at Slk 3.453. Therefore, the design model is based on the following changes to Ross Rd:

- Closing Ross Rd at approx. Slk 3.370, being just before the sharp R=15m RH curve approaching the rail crossing.** This will involve the installation of some signs on Ross Rd associated with the road closure, located on the southern approach to the rail line.
- Removal of the intersection with Evaside Rd and the embankment between Slk 3.460-3.490.**
- Retention of the Ross Rd embankment between Slk 3.370-3.460.** There appears to be access tracks running parallel to the rail line that are likely used by Arc Infrastructure as part of their rail operation. It appears that vehicles using these tracks may be crossing the rail line via the Ross Rd crossing. Therefore, the Ross Rd embankment through the rail crossing has been retained with a typical 10:1 transition from the Ross Rd embankment down to the natural ground level. Additionally, the Stop and Rail Crossing signs on each approach to the rail crossing have also been retained.

Refer Section 8.0 for additional commentary on the changes to Ross Rd.

5.8 UTILITY SERVICES

The information regarding the existing utility services was obtained via the supplied engineering survey as well as a Before You Dig Australia (BYDA) inquiry.

There are no Western Power or Water Corporation assets present in the vicinity of the proposed upgrade. There is a direct buried Telstra cable in the rail reserve which is not impacted by the proposed upgrade.

5.9 SIGNS

The sign details for the revised intersection design are summarised below:

Item	Location	Status	Type	Sign
EVASIDE RD				
1	Slk 0.920 LHS	Install NEW	W2-4B (L)	Floodway Warning Sign
2	Slk 0.990 LHS		W5-7-1B	Side Road Intersection Warning Sign
3	Slk 1.150 RHS		W2-4B (R)	Floodway Warning Sign
4	Slk 1.350 RHS		W5-7-1B	Side Road Intersection Warning Sign

Table 10: Summary of signs for the reconfigured intersection

Item	Location	Status	Type	Sign
STEPHENS RD				
5	Slk 0.400 RHS	Install NEW	W2-14B (L)	T-Intersection Beyond a Curve Warning Sign
6	Opposite the intersection		MR-HM-2	T-Junction sight Board
ROSS RD				
7	Slk 3.290 LHS	Install NEW	W5-18B	Road Ends Warning Sign
8	Slk 3.370 Centre		D4-5-1	Obstruction Marker

Table 10: Summary of signs for the reconfigured intersection

Further to the above, all existing intersection and rail crossing signs on both Evaside Rd and Stephens Rd are to be removed. This includes the existing Give Way signs on Stephens Rd. The removal of these existing signs has been detailed in the project drawings.

Based on the provisions of AS1742.2 and the sight distance available at the intersection (refer to section 5.5.1), there is no warrant for either a Give Way or Stop sign on Stephens Rd.

The existing Stop and Rail Crossing signs associated with the Ross Rd rail crossing have been retained based on the assumption that Arc Infrastructure will still use this crossing. The retention of these existing signs has been detailed in the project drawings.

5.10 CLEAR ZONE

Austroads Guide to Road Design (GRD) Part 6 (2018) relates to roadside design, safety and barriers and details the requirements for clear zones. A clear zone is defined as the area adjacent to the traffic lane that should be kept free from features that would be potentially hazardous to errant vehicles. The clear zone provides a traversable and recoverable width to allow errant vehicles to get back on the road carriageway. When assessing the clear zone width, an embankment batter with a slope of 3:1 is non-recoverable while 4:1 is the minimum slope for a vehicle to be able to recover. The clear zone required for any section of road is based on:

- traffic volume,
- design speed,
- horizontal curve radius and whether the vehicle is travelling on the inside or outside of the curve,
- batter slope

The clear zone is measured from the edge of the travelled path which is assumed to be 3.5m from the road centreline. Based on the above, the GRD Part 6 states that the minimum clear zone required for Evaside Rd and Stephens Rd are detailed below:

- Evaside Rd – Vehicle speeds up to a maximum of 110km/h
– Clear zone varies from 6.0 to 8.0m from the edge of the travelled path
- Stephens Rd – Vehicle speeds up to a maximum of 80km/h on the northern curve approach
– Clear zone varies from 3.5 to 4.5m from the edge of the travelled path

A review of the aerial imagery supplied with the survey indicates that there are a few sections where there is larger vegetation within the clear zone. In these sections, there will need to be additional clearing outside what is required for the road formation. A summary of these areas is detailed below.

Item	Location	Side	Length (m)	Details
Evaside Rd				
1	Slk 0.768-0.781	RHS	13	Additional 2.5m width of clearing
2	Slk 0.875-0.905	LHS	30	Additional 4.5m width of clearing
3	Slk 0.955-0.980	LHS	25	Additional 3.5m width of clearing
4	Slk 1.084-1.095	LHS	11	Additional 4.0m width of clearing
5	Slk 1.193-1.200	LHS	7	Additional 2.5m width of clearing
6	Slk 1.222-1.227	LHS	5	Additional 3.5m width of clearing

Table 11: Summary of additional clearing required outside of the design road formation

Additionally, the design elements of the road formation provide traversable slopes on the formation fill batters and table drains.

6.0 APPROVALS

The proposed road realignment project may be subject to several regulatory approvals. None of these approvals have been obtained as part of the design process. If any of these permits are not able to be obtained, the project's viability may be impacted.

6.1 DEPARTMENT OF WATER AND ENVIRONMENT REGULATION (DWER)

The Stephens Rd realignment will require some clearing. Being a road realignment, it would likely not be classed as road maintenance and would require a clearing permit.

The target timeframe for decisions on clearing permit applications is 60 working days for 80 percent of applications. The Shire should seek specialist advice if required regarding any clearing/works around the existing disturbed area.

6.2 DEPARTMENT OF PLANNING, LANDS AND HERITAGE

All Aboriginal sites are protected by the Aboriginal Heritage Act 1972. Information about the Aboriginal heritage of a particular area is best obtained through consultation with the relevant Aboriginal people and engagement with specialists in this field. This typically involves a heritage survey of the site.

The outcome of the engagement with the Aboriginal people in the area has the potential to impact the design details.

6.3 ARC INFRASTRUCTURE

The design model includes:

- Replacing the 11xØ900mm SCP culvert on Evaside Rd with a floodway
- Closure of Ross Rd on the south side of the rail line
- Removal of Ross Rd / Evaside Rd intersection

As noted in section 5.1.1, the Shire has had a long-standing issue with the 11xØ900mm CSP culvert constructed by Arc Infrastructure across Evaside Rd immediately east of the intersection. Based on the proposed changes to this culvert, as well as the closure of Ross Rd and removal of the Ross Rd / Evaside Rd intersection, there will need to be engagement with Arc Infrastructure. The Greenfield scope of work does not include any allowance to liaise with Arc Infrastructure in relation to any possible approvals or potential impacts that the Stage 1 Blackspot design may have on Arc Infrastructure assets.

Given the lengthy history concerning this intersection, as well as the proposed changes to the intersection under this project, Greenfield strongly recommends that the Shire is proactive in engaging early and often with Arc Infrastructure on the proposed scope of work. In our experience, this engagement can be lengthy and detailed. As such, we recommend that the Shire makes this a priority ASAP.

7.0 SAFETY IN DESIGN

7.1 DESIGN PROCESS

7.1.1 Intersection configuration and design

The vehicles turning in and out of Evaside Rd / Stephens Rd / Ross Rd intersection, and their interaction with the traffic on Evaside Rd, represent a hazard. The risk associated with this hazard is vehicles on Evaside Rd colliding with vehicles turning in/out of both Stephens Rd and Ross Rd which could result in personal injury and/or damage to the vehicles. To manage this risk, the following measures have been included in the design process:

- Closing of Ross Rd on the south side of the rail line and removals of the Ross Rd / Evaside Rd intersection.
- Realignment of Stephens Rd (Slk 0.0-0.2) approach to Evaside Rd to provide an intersection angle of approx. 90deg.
- Measurement of SISD, ASD and SSD to establish that the minimum required distance is provided on the relevant intersection legs for the associated design speed.
- Detailing of advance warning signs on both Evaside Rd approaches to the Stephens Rd intersection.
- Detailing of a sight board on the Stephens Rd approach.
- Detailing of the SR and SL intersection turning treatments appropriated for the proposed design traffic and the swept paths.

These measures have resulted in a lower residual risk.

7.1.2 Design speed – Evaside Rd

This section of Evaside Rd is also unsealed and does not have a posted speed limit which means the derestricted speed limit applies (maximum speed up to 110km/h) where drivers are required to drive to the conditions.

The design vertical profile for this reconstructed section of Evaside Rd includes a floodway which provides for a minimum design speed of 100km/hr. Notwithstanding that this design speed through the floodway is slightly less than the maximum vehicle speeds of up to 110km/h, the proposed design is a large improvement over the inconsistent design speed (between 60-100km/hr) provided by the vertical elements of the existing road formation.

There is a hazard associated with the vertical geometry in this section of Evaside Rd if vehicle speeds exceed the design speed provided by the design vertical profile. The risk associated with this hazard is that vehicles may not see objects that may be on the road which may cause the vehicle to run off the road and/or

move across into the opposing traffic lane. This hazard could result in personal injury and/or damage to the vehicle.

To manage this risk, the design includes floodway warning signs on each of the Evaside Rd approaches. The proposed design speeds, and associated warning signs, result in a residual risk that is considered low.

7.1.3 Design speed – Stephens Rd

The design realignment of Stephens Rd allows for a R=175m curve that will provide a design speed of 50km/h. Adopting a larger curve radius to provide higher design speed was considered, however, there is a need for vehicles to reduce speed significantly on this approach to the T-intersection where they must give way. Therefore, a balance is required between the vehicle approach speed from the north and the need for vehicle speeds to decrease to be able to give way at the intersection.

Stephens Rd is unsealed which means the de-restricted speed limit applies (maximum speed up to 110km/h) where drivers are required to drive to the conditions. Therefore, the 50km/hr design speed of the horizontal curve approaching the intersection is less than the maximum expected approach speed of vehicles. There is a hazard associated with horizontal geometry in this section if vehicle speeds exceed 50km/h on the approach to the curve.

The risk associated with this hazard is that vehicles may run off the road and/or move across into the opposing traffic lane through some of the curves. This hazard could result in personal injury and/or damage to the vehicle.

To manage this risk, the design includes a curve warning sign on the northern approach to this curve. The proposed design speeds, and associated warning signs, result in a residual risk that is considered low and much lower than the existing. As this risk has not been eliminated, the Shire will need to monitor and manage the risk once the road construction has been completed and the road is opened to the public.

7.1.4 Stephens Rd curve pavement width

The GRD Part 3 notes that a vehicle travelling on a curve occupies a greater width of pavement than it does on a straight as the wheels track inside and outside the front, depending on the speed, and the front overhang reduces the clearance between passing and overtaking vehicles. There is a hazard associated with a heavy vehicle travelling through the curve on Stephens Rd if there is not sufficient sealed pavement width in each lane. The risk associated with this hazard is that heavy vehicles may run off the road and/or move across into the opposing traffic lane through some of the curves. This hazard could result in personal injury and/or damage to the vehicle.

To manage this risk, the design includes for 0.6m of curve widening per lane through the curve as detailed in GRD Part 3. The proposed widening results in a residual risk that is considered low.

7.1.5 Floodway

The floodway is a designated crossing point for rainfall runoff. The floodway on Evaside Rd provides for a vertical design speed of approx. 100km/h. This speed is slightly less than the maximum expected approach speed of vehicles. There is a hazard associated with vertical profile through the floodway if vehicle speeds exceed the design speed. The risk associated with this hazard is that vehicles may not see water flowing across the floodway which may result in the vehicle losing control through the floodway.

This hazard could result in personal injury and/or damage to the vehicle. To manage these risks, the design includes floodway warning signs at each end of the river crossing. The incorporation of the warning signs results in a residual risk that is considered low.

The floodway has been sized to cater for the design flow of 6m³/s coming out of the existing 11xØ900mm CSP culvert structure under the rail line, immediately upstream. The floodway only retains a depth of flow of

approx. 200-300mm for the corresponding design flow of 6m³/s, which is typically traversable for passenger vehicles. The floodway has also been detailed to ensure that there is free flow from the downstream side of the floodway. The design also ensures that a single level is maintained across the floodway. Therefore, the depth of flow over the floodway is not considered a hazard, and as such depth markers have not been detailed.

The incorporation of these elements results in a residual risk that is considered low. However, it should be noted that in very larger events, vehicle access across this section of the road could be impacted until the water level has subsided sufficiently. Therefore, as there is a residual risk associated with the volume of flow through the floodway, the Shire will need to continue to monitor and manage this risk once the road construction has been completed and the road is opened to the public.

7.1.6 Unsealed roads

Both Evaside Rd and Stephens Rd are unsealed. Compared to sealed roads which typically provide for a more consistent performance, the performance of unsealed roads is subject to several variables including the properties of the gravel materials, frequency of maintenance, traffic, weather, etc. Based on these variable factors, drivers on unsealed roads need to drive to conditions. The dust generated from other vehicles on unsealed roads is also a factor that requires drivers to drive to conditions.

The variable performance of unsealed roads, and the dust generated from other vehicles, represents a hazard. The risk associated with this hazard is that vehicles may lose control and run off the road and/or move across into the opposing traffic lane. This hazard could result in personal injury and/or damage to the vehicle.

Notwithstanding the above, as the risk associated with the variable performance of the unsealed road has not been eliminated, the Shire would need to manage the risk with regular ongoing maintenance once the road construction has been completed and the road is opened for use.

7.1.7 Clear zone

A clear zone is defined as the area adjacent to the traffic lane that should be kept free from features that would be potentially hazardous to errant vehicles. The clear zone provides a traversable and recoverable width to allow errant vehicles to get back on the road carriageway in the event they deviate from the normal running surface. As noted in section 5.10, the minimum clear zone required for Evaside Rd and Stephens Rd are detailed below:

- Evaside Rd – Vehicle speeds up to a maximum of 110km/h
– Clear zone varies from 6.0 to 8.0m from the edge of the travelled path
- Stephens Rd – Vehicle speeds up to a maximum of 80km/h on the northern curve approach
– Clear zone varies from 3.5 to 4.5m from the edge of the travelled path

To provide the required clear zone on Evaside Rd, the design nominates additional clearing outside the clearing required for the road formation as detailed in Table 11.

The design model results in pavement and formation batters, as well as table drains, which are within the clear zone. If batters are detailed too steep, they are not traversable by errant vehicles that leave the carriageway. To manage these risks, the proposed design is based on the following:

- 4:1 fill batters.
- Table drains with a 6:1 front slope and a minimum 4:1 backslope.

Fig 4.18 of the GRD Part 3 details the preferred channel cross sections for v-drains and a 4:1 backslope with a 6:1 foreslope falls inside the desirable zone. The GRD Part 6 notes that these

preferable drain designs are not considered hazardous as they are considered traversable. As such, they need not be constructed beyond the area of interest.

7.2 CONSTRUCTION PROCESS

The road construction process will also involve various common construction hazards which have risks associated with damage to persons, plant and property. The common construction hazards will need to be identified and managed through the construction contractor's project planning and onsite safety processes.

In addition to these common hazards, there may be an additional construction hazard if there are any works within 5m of the railway line. If this occurs, the associated workers will require a Track Access Permit (TAP) from Arc Infrastructure. To qualify for a TAP workers must complete training to the required qualification level, and a Health Assessment to the required category level.

8.0 OTHER CONSIDERATIONS

8.1 ROSS RD RAIL CROSSING

As noted in section 5.7, there appear to be rail access tracks used by Arc Infrastructure, parallel to the rail line. It is not exactly clear if vehicles using these rail access tracks use the Ross Rd rail crossing or not. Therefore, on the assumption that Arc Infrastructure vehicles still require access across the Ross Rd crossing, it has been retained. Consequently, the Stop and Rail Crossing signs on either side of the crossing have also been retained. However, should Arc Infrastructure confirm that access across the existing Ross Rd rail crossing is not required, the Ross Rd embankment and signs on either side of the crossing should be removed.

8.2 CLOSING ROSS RD

In addition to the signs detailed 5.9 that relate to the closure of Ross Rd, the Shire may consider installing a "No Through Road " sign (G9-15) close to the intersection with Wubin-Mullewa Rd to advise drivers not to enter the dead-end road in error.

8.3 CADASTRAL BOUNDARIES

The changes to Stephens Rd will require modifications to the designated road reserve to reflect both the new realigned section as well as the old redundant section of Stephens Rd.

Additionally, as noted in section 5.4, Evaside Rd is not sitting centrally in the road reserve. As the design road centreline follows the existing centreline, there will be part of the Evaside Rd design formation that is also outside the road cadastral boundary. The Shire may wish to consider modifying the Evaside Rd cadastral boundary to address this issue.

9.0 STANDARD LIMITATIONS AND ASSUMPTIONS

Unless otherwise specified in this Design Memo, our Standard Limitations and Assumptions will apply (refer to Appendix A) for any of the following elements contained in this Design Memo:

- Relevant Information
- Waterways/Drainage
- Traffic
- Heavy Vehicles and RAV Access
- Clear Zones
- Geotechnical
- Pavement and Surfacing Details
- Construction Methods
- Approvals

APPENDIX A – STANDARD LIMITATIONS AND ASSUMPTIONS FOR DESIGN PROJECTS

Purpose

Our Standard Limitations and Assumptions are used in the design detailing and deliverables when specific project details are not available. The Limitations and Assumptions are also used for certain design processes in the absence of specific project requirements.

Unless otherwise specifically specified in the scope of works and the design memo, the following represent the standard Limitations and Assumptions that are used as part of our design detailing and deliverables.

Relevant Information

We have assumed that the client has provided Greenfield with all relevant documentation and background information concerning the project site with reference to road safety, site and other constraints and all other pertinent documentation that may be required to be included and/or considered as part of the design process. If this is not the case and any documentation is provided to Greenfield post-design completion, the design details may no longer be appropriate.

Waterways/Drainage

Unless otherwise specified, this waterway and drainage considerations in the design brief are based on the following:

- Local, site-specific information provided by the client regarding any know waterway/drainage issues affecting the existing/proposed road infrastructure. If no information is provided by the client about any known issues, then it is assumed that there are no known issues.
- The current level of serviceability/access across any existing waterway crossings is to be replicated in any design details related to the same crossing.
- Runoff flows from the more frequent rainfall events.
- Basic catchment definition and runoff calculations. A formal detailed waterways analysis is not included within this scope of work.

Traffic

The design details are based on traffic volumes and growth provided by the client.

Where no data is provided by the client, an estimate will be made based on experience and any relevant publicly available traffic data.

Heavy Vehicles and RAV Access

The design is based on the current RAV access permitted on the corresponding road section as detailed on the Main Roads HVS interactive map via the Main Roads website.

For any intersection detailing, the intersection sweeps are based on the design vehicle swept paths from AutoCAD software. All swept paths are for lane-correct turning movements.

For T-junctions, the rear trailers of the design vehicle will cross over the double barrier centreline line on the minor road for a right turn movement out of the minor terminating leg.

Clear Zones

Austrroads GRD Part 6 Edition 3.0 was published in August 2020 and contains major changes to the risk assessment process. Main Roads WA has yet to adopt this process and still retains the process detailed in Part 6 Edition 2.0 (2018).

Based on the above, the design details are based on using the risk assessment process detailed in Austrroads GRD Part 6 Edition 2.0 (2018).

Geotechnical

The design details are based on the material properties of the existing ground conditions being suitable for road construction without any additional treatment.

Pavement and Surfacing Details

This design brief allows for nominating a nominal pavement thickness that has been used in similar applications based on previous experience.

The design allows for a nominal surfacing detail to be specified in the drawings.

Construction Methods

This design brief considers construction methods and processes that are appropriate and consistent with similar roads in the region and that would normally be used when constructing, upgrading or maintaining rural roads in remote areas of Western Australia.

Approvals

The design details are based on the client being responsible for identifying and obtaining all approvals required for the works.

Ordinary Council Meeting 17 July 2024

Attachment 1- 11.1.4a Proposed 2024 Delegation Register

Attachment 1- 11.1.4b Proposed 2024 Authorisation Register

Item 11.1.4- Review of Council Delegation Register and Authorisation Register



Shire of Morawa

DELEGATION OF AUTHORITY REGISTER

July 202~~3~~4

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INTRODUCTION

Purpose of Delegating Authority

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire's commitment to a strong customer service focus. The register details the related document(s) where the power to delegate is derived from, including legislation and policies of the Council. This enables easier cross-referencing. This delegated authority register will be reviewed in accordance with the *Local Government Act 1995* (the Act) on an annual basis. The co-ordination of the review will be performed through the office of the Chief Executive Officer.

Legislation

The Act allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in s. 5.4.3. All delegations made by the Council must be by absolute majority decision. {s.5.42 (1)}.

Associated Legislation

Legislation other than the Act, its regulations and the local government's local laws created under the Act where delegations or authorisations may occur are as follows: -

- *Planning and Development Act 2005 including regulations, and adopted policies:*
- *Dog Act 1976* and regulations;
- *Cat Act 2011* and regulations;
- *Bush Fires Act 1954*, regulations and local laws created under that Act;
- *Health Act 1911* (as amended) regulations and local law created under that Act;
- *Freedom of Information Act 1992*;
- *Land Administration Act 1997*, as amended and regulations;
- *Litter Act 1979* and regulations;
- *Local Government (Miscellaneous Provisions) Act 1960* as amended;
- *Caravan Parks and Camping Grounds Act 1995*;
- *Control of Vehicles (Off-Road Areas) Act 1978* and regulations;
- *Strata Titles Act 1985*;
- *Food Act 2008*;
- *Environmental Protection Act 2005*;
- *Building Act 2011 and Building Regulations 2012*

Some legislation provides for authorisation of Local Government officers to have powers as are necessary in order for them to perform their required duties as a specific function of the local government. These duties are carried out as "acting through" functions under s.5.45 (2) of the Act and applies only to functions under the Act.

When dealing with functions under other legislation, one of the following may apply:

- Delegation, where that legislation includes express powers to delegate and those powers are capable of being used by Local Government Authorisation, where that legislation includes express powers to appoint authorised persons, and those powers are capable of being used by Local Government Implied Authorisation, where the function requires discretion and the parliament in drafting the legislation did not intend for the power to only be exercised by the office in which it is vested and the function is undertaken so frequently so as to be administratively unreasonable for it only to be exercised by the office in which it is vested.
- The *Planning and Development Act 2005* recognises the WA Planning Commission to delegate under S16(1) and (3)(e) "*any function of the Commission under this Act or any other written law, except this power of delegation, a local government, a committee established under the Act or an employee of a local government.*"
- Section 14(a) (iii) "Functions" of the *Planning and Development Act* recognises the functions of the Commission to advise the Minister on legislation and delegations associated with local planning schemes. This includes Council's Town Planning Scheme No.3.

- Section 5.42 of the *Local Government Act 1995* provides power for Local Governments to delegate s.214 (2), (3) or (5) of the Planning and Development Act.

Delegation by the Chief Executive Officer

The Act allows for the Chief Executive Officer to delegate certain powers under that Act, to another Employee. {S5.44 (1)}. This must be done in writing. {S5.44 (2)} The Act allows for the Chief Executive Officer to place conditions on any delegations if desired.

{S 5.44 (4)}

A register of delegations relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year. {S.5.46 (1) and (2)}. If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used. {S 5.46 (3)}

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty. {Local Government (Administration) Regulations 1996 Regulation 19.}

All areas of the Shire are responsible for work process are to ensure that data is captured, and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation. This includes recording of delegated authority of the Chief Executive Officer where applicable, once approved through a signed authority by the Chief Executive Officer.

A person to whom a power is delegated under the Act is considered to be a 'designated employee' under s.5.74(b) of the Act and is required to complete a primary and annual return each year. There is no power for a person other than the Chief Executive Officer to delegate a power. {S 5.44 (1)}.

Acting through another person

Local Government Act 1995 – Section 5.45 (2)

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing –

- a local government from performing any of its functions by acting through a person other than the Chief Executive Officer; or
- a Chief Executive Officer from performing any of his or her functions by acting through another person.

The key difference between a delegation and "acting through" is that a delegate exercises the delegated decision making function in his or her own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the "acting through" concept.

Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The difference between a delegated authority to exercise a discretion on behalf of the Shire and acting through another person to undertake a function on behalf of the Shire where no discretion exists is reinforced by Section 56 of the Interpretation Act 1984 which states:–

56. "May" imports a discretion, "shall" is imperative

Where in a written law the word "may" is used in conferring a power, such word shall be interpreted to imply that the power so conferred may be exercised or not, at discretion.

Where in a written law the word "shall" is used in conferring a function, such word shall be interpreted to mean that the function so conferred must be performed.

1. COUNCIL DELEGATIONS TO COMMITTEES

1.1. MORAWA SINOSTEEL FUTURE FUND

Delegated Function to be performed	Manage the Morawa Sinosteel Future Fund
Delegation to	Morawa Sinosteel Future Fund Committee
Legislative Power or duty delegated	As per the Deed of Agreement
Legislative power to delegate	<i>Local Government Act 1995</i> s5.16 Delegation of some powers and duties to certain committees s5.17 Limits on delegation of powers and duties to certain committees
Delegation of Duty	To implement the resolutions of the Morawa Sinosteel Future Fund Committee (without requiring a resolution of Council)
Conditions and Exceptions	As per Sinosteel Midwest Corporation Limited/Shire of Morawa – Deed of Agreement for the Future.
Reporting Requirements	Confirmed Committee Minutes
Date Reviewed	20 July 2023 ^{17 July 2024}

2. COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

2.1 APPOINTMENT OF AUTHORISED PERSONS

Delegated Function to be performed	<p>A local government may, in writing, appoint persons or classes of persons to be authorised for the purpose of performing particular functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations:</p> <p>Local Government Act 1995 and its subsidiary legislation, including Local Government Act Regulations, the Local Government (Miscellaneous Provision Act 1960 and Local Laws made under the Local Government Act.</p> <p>a) <i>Caravan Parks and Camping Grounds Act 1995</i> b) <i>Control of Vehicles (off-road Areas) Act 1978</i> c) <i>Litter Act 1979</i> d) <i>Criminal Procedures Act 2004</i> e) <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i> f) <i>Cemeteries Act 1986</i> g) <i>Building Act 2011</i></p>
Legislative Power or duty delegated	<p><i>Local Government Act 1995</i> S9.10 Appointment of authorised persons S 3.24 Authorising persons under this subdivision</p>
Legislative power to delegate	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	Only persons who are appropriately qualified and trained may be appointed as Authorised persons in accordance with each relevant legislation as per the Legislative Power to Delegate (above).
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 ^{17 July 2024}

2.2 LOCAL LAWS – SHIRE OF MORAWA - ADMINISTRATION

Delegated Function to be performed	A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.
Legislative Power or duty delegated	<p><i>Local Government Act 1995</i> Division 2 Legislative functions of local governments Subdivision 1 Local laws made under this Act Subdivision 2 Local laws made under any Act S3.67 Inconsistency between regional and other local laws.</p> <p>Powers of the local government as prescribed in: <i>Shire of Morawa Cemeteries 2018 - Local Law</i> <i>Shire of Morawa Dogs 2018 - Local Law</i> <i>Shire of Morawa Extractive Industries 2018 - Local Law</i> <i>Shire of Morawa Fencing 2018 Local Law</i> <i>Shire of Morawa Health 2004 - Local Law</i> <i>Shire of Morawa Public Places and Local Government Property 2018 - Local Law</i> <i>Shire of Morawa Meeting Procedures 2012 - Local Law</i> <i>Shire of Morawa Waste 2018 - Local Law</i></p>
Legislative power to delegate	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO s5.44 CEO may delegate powers and duties to other employees</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	Determinations and decisions under the Shire of Morawa Local Laws having regard to the relevant Shire of Morawa Council policies in force at the time.
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 <u>17 July 2024</u>

2.3 POWER TO ISSUE NOTICES

Delegated Function to be performed	The issue of notices requiring certain thing to be done by the owner or occupier of land
Legislative Power or duty delegated	<i>Local Government Act 1995</i> S3.25, Notices requiring certain things to be done by owner or occupier of land
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	The CEO is delegated authority to issue notices under Schedule 3.1 section 3.25 of the <i>Local Government Act 1995</i>
Reporting Requirements:	Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 <u>17 July 2024</u>

2.4 POWERS OF ENTRY

Delegated Function to be performed	<ol style="list-style-type: none"> 1. Authorise entry onto land to fulfil any statutory function that the local government has under the Local Government Act 1995 2. Give a Notice of Entry 3. Seek and execute an entry under warrant 4. Execute an entry in an emergency, using such force as is reasonable 5. Give notice and execute the opening of a fence
Legislative Power or duty delegated	<i>Local Government Act 1995</i> Section 3.28 When this subdivision applies Section 3.32 Notice of Entry Section 3.33 Entry under Warrant Section 3.34 Entry in an Emergency Section 3.36 Opening Fences
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	A warrant to enter may only be sought after the employee has a sworn affidavit setting out circumstances that gave rise to the need for a warrant (unless in the case of substantial risk to public safety or property). Entry in an emergency may only be used, where there is imminent or substantial risk to public safety or property.
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.5 IMPOUNDING GOODS INVOLVED IN CERTAIN CONTRAVENTIONS

Delegated Function to be performed	To declare a vehicle to be an abandoned vehicle wreck if: <ul style="list-style-type: none"> after 7 days from the removal of the vehicle under the <i>Local Government Act 1995</i> Section 3.40A(1) : the owner of the vehicle has not been identified; or after 7 days from the removal of the vehicle under the <i>Local Government Act 1995</i> Section 3.40A(2), the owner of the vehicle has not collected it.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> Subdivision 4 Impounding Goods involved in certain contraventions S3.39 Power to remove and impound. <i>Road Traffic Act 1974</i>
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	N/A
Reporting Requirements:	Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 ^{17 July 2024}

2.6 CLOSING CERTAIN THOROUGHFARES TO VEHICLES

Delegated Function to be performed	To close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks. A local government may, by local public notice, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> s3.50 Closing certain thoroughfares to vehicles (1) (1a) (4)
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>S.3.50 (4)</p> <p>Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —</p> <p>a. give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and</p> <p style="padding-left: 40px;">i. give written notice to each person who</p> <p style="padding-left: 40px;">ii. is prescribed for the purposes of this section; or</p> <p style="padding-left: 40px;">iii. owns land that is prescribed for the purposes of this section; and</p> <p>b) allow a reasonable time for submissions to be made and consider any submissions made.</p> <p>NOTE: The permanent closure of thoroughfares to be referred to Council for determination in accordance with the <i>Land Administration Act 1997</i>.</p>
Reporting Requirements:	<p>Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 17 July 2024

2.7 PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND

Delegated Function to be performed	Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of council.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> Division 4 – General Financial Provisions <i>Local Government (Financial Management) Regulations 1996</i> r. 12(1)(a) Payments from municipal fund or trust fund, restrictions on making r.. 13 Payments from municipal fund or trust fund by CEO
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	Subject to the requirements of r13 of the <i>Local Government (Financial Management) Regulations 1996</i> and Shire of Morawa Policy Manual - FIN01 Significant Accounting Policy
Reporting Requirements	Each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of council within the Ordinary Council Meeting Agenda.
Date Reviewed	20 July 2023 17 July 2024

2.8 CONCESSION FOR MINOR CHARGES

Delegated Function to be performed	A local government may approve the waiving or granting concessions in relation to any amount of money but shall not apply to an amount of money owing in respect of rates and service charges
Legislative Power or duty delegated	<i>Local Government Act 1995</i> s6.12 Power to defer, grant discounts, waive or write off debts s6.12(1)(b), (2) and (3)
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	The CEO may: Authorise a waiver or grant a concession to a maximum value of \$1,000
Reporting Requirements	The delegate has the authority to deal with such matters relevant to the delegation. Actions taken must be recorded in Synergy.
Date Reviewed	20 July 2023 17 July 2024

2.9 WRITE-OFF OF MONIES OWING

Delegated Function to be performed	To write off any amount of money owed to the Shire, subject to section 6.12(2) of the <i>Local Government Act 1995</i> .
Legislative Power or duty delegated	<i>Local Government Act 1995</i> s6.12(1)(c) Power to defer, grant discounts, waive or write off debts which is owed to the local government.
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>The Chief Executive Officer may:</p> <p>Authorise a write-off of any debts (not including rates or other charges) up to a value of \$1,000 per debtor.</p> <p>Authorise a write-off of any debts in relation to rates in accordance with the Financial Hardship Policy to a maximum of \$1,000.</p> <p>The Chief Executive Officer will need to take into consideration when making such decisions:</p> <ul style="list-style-type: none"> ▪ The amount involved; and ▪ Impact of the writing off of the debt will have on the Council's finances and <ul style="list-style-type: none"> ○ the debtor; and ▪ The likelihood of ever recovering the debt
Reporting Requirements	<p>Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 17 July 2024

2.10 INVESTMENT OF SURPLUS FUNDS

Delegated Function to be performed	Money held in the municipal or trust funds of a local government that is not, for the time being required by the local government for any other purpose may be invested in accordance with the Trustee's Act
Legislative Power or duty delegated	<i>Local Government Act 1995</i> s6.14 Power to Invest <i>Local Government (Financial Management) Regulation</i> 19C Investment of money, restrictions on s.6.14(2)(a)) Shire of Morawa Policy Manual – FIN02 Investment Policy
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	Authority to CEO is up to \$800,000 per investment. Authority which may be delegated by the CEO to employees is subject to the following maximum individual amounts: Executive Manager Corporate & Community Services: \$100,00.
Express Power to Sub-Delegate	Executive Manager Corporate and Community Services
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.11 EXPRESSION OF INTEREST FOR GOODS AND SERVICES

Delegated Function to be performed	<p>Authorisation is given to call for Expressions of Interest for the supply of goods or services where appropriate.</p> <p>Authorisation is given to consider Expressions of Interest received and determine a list of acceptable tenderers</p>
Legislative Power or duty delegated	<p><i>Local Government Act 1995</i> s3.57 Tenders for providing goods or services</p> <p><i>Local Government (Function and General) Regulations 1996</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be the acceptable tenderer.</p>
Legislative power to delegate	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>The delegate has the authority to deal with such matters relevant to this delegation.</p> <p>Details of the expression of interest sought must be recorded in the appropriate record and in the Tender Register as required by the Local Government (Functions and General) Regulations 1996, Regulation 17.</p> <p>A determination to call a tender must only occur where the procurement is identified in Annual Budget allocations.</p>
Reporting Requirements	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 ^{17 July 2024}

2.12 DETERMINING THAT TENDERS DO NOT HAVE TO BE INVITED FOR THE SUPPLY OF GOODS AND SERVICES

Delegated Function to be performed	The Chief Executive Officer is delegated the power to determine that the Shire has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier and not publicly invite tenders before the Shire enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$250,000.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> S3.57(1) Tenders for providing goods or services <i>Local Government (Function and General) Regulations 1996</i> r.11 When tenders have to be publicly invited (2)(f)
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	In all proposed actions, notification of the intent to undertake a delegated decision must be made to Councillors via email and Councillors given not less than 3 working days to request the matter be referred to the next available Council meeting for a decision. The determination is to be supported by a detailed report and subject to the requirements and conditions of Shire of Morawa Policy Manual - FIN04 Purchasing Policy.
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 17 July 2024

2.13 TENDERS EVALUATION CRITERIA

Delegated Function to be performed	The power to amend, in writing, the tender evaluation criteria from that of Shire of Morawa Policy Manual - FIN04 - Purchasing Policy prior to tenders being advertised.
Legislative Power or duty delegated	<i>Local Government (Function and General) Regulations 1996</i> r14 Publicly inviting tenders, requirements for (2a)
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	The Chief Executive Officer is delegated the power to amend, in writing, the tender evaluation criteria from that of Shire of Morawa Policy Manual - FIN04 Purchasing Policy prior to tenders being advertised.
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.14 MINOR VARIATION FOR GOODS OR SERVICES

Delegated Function to be performed	The power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Shire enters the contract with the successful tenderer, subject to r20(1) of the Local Government (Functions and General) Regulations 1996.
Legislative Power or duty delegated	Local Government (Function and General) Regulations 1996 r20 Variation of requirements before entry into contract (1)
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees
Delegation to	Chief Executive Officer
Conditions and Exceptions	That the variation is minor having regard to the total goods or services that tenderers were invited to supply. That the variation is in the opinion of the Chief Executive Officer within the criteria established for that tender.
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.15 DISPOSING OF PROPERTY

Delegated Function to be performed	<p>The Chief Executive Officer is delegated power to dispose of property to:</p> <p>(a) to the highest bidder at public auction [s.3.58(2)(a)].</p> <p>(b) to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)]</p> <p>(c) by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)]</p>
Legislative Power or duty delegated	<p><i>Local Government Act 1995</i> s3.58(2) (3) Disposing of Property</p> <p><i>Local Government (Function and General) Regulation 30</i></p>
Legislative power to delegate	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required.</p> <p>b. In accordance with s.5.43(d), disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of</p> <p>c. \$10,000 or less.</p> <p>d. When determining the method of disposal: o Where a public auction is determined</p> <p>e. as the method of disposal:</p> <p>f. Reserve price has been set by independent valuation.</p> <p>g. Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price.</p> <p>h. Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method.</p> <p>i. Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: o Negotiate the sale of the property up to a -10% variance on the</p>

	<p>valuation; and</p> <p><i>j.</i> Consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded.</p> <p><i>k.</i> Where the market value of the property is determined as being less than \$20,000 (F&G r.30(3) excluded disposal) may be undertaken:</p> <p><i>l.</i> Without reference to Council for resolution; and</p> <p><i>m.</i> In any case, be undertaken to ensure that the best value return is achieved</p> <p><i>n.</i> however, where the property is determined as having a nil market value, then the disposal must ensure environmentally responsible disposal.</p>
Reporting Requirements:	<p>Actions taken must be recorded the Lease Register and in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p><i>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</i></p>
Date Reviewed	20 July 2023 ^{17 July 2024}

2.16 LEASE AGREEMENTS INCLUDING USER AND LICENCE AGREEMENTS

Delegated Function to be performed	<p>The delegation is given for the establishment, renewal and variation of User and License Agreements, Commercial Lease Agreements, Community Lease Agreements and Sub-Lease Agreements both as the Lessor (care, control and Management of property) and Lessee (Crown or third party ownership of property) limited to:</p> <ul style="list-style-type: none"> Each agreement not exceeding a total value of \$100,000 per annum; and <p>Multi-year contracts not exceeding a total value of \$100,000.</p>
Legislative Power or duty delegated	<p><i>Local Government Act 1995</i> s3.58 Disposing of Property</p> <p><i>Residential Parks (Long-Stay Tenants) Regulations 2007</i></p>
Legislative power to delegate	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>Compliance with <i>Local Government Act 1995</i> s. 3.58(d) Regulation 30 Function and General Regulations</p>
Reporting Requirements:	<p>Actions taken must be recorded in the Lease Register and Synergy under the appropriate File Number to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 17 July 2024

2.17 LEGAL PROCEEDINGS

Delegated Function to be performed	To allow the Chief Executive Officer to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval and the expenses do not exceed \$10,000
Legislative Power or duty delegated	<i>Local Government Act 1995</i> Subdivision 3 General provisions about legal proceedings
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	Subject to: <ul style="list-style-type: none"> Funds being available in the Shire's Annual Budget; An approved Application that complies with the Shire of Morawa Council Policy - ELM22 Legal Proceedings; Legal expenses do not exceed \$10,000 in respect of each application; and For any applications anticipated to be or are over \$10,000, a report must be presented to Council in all instances.
Reporting Requirements	Elected Members will be given at least 24 hours' notice via email of the Chief Executive Officer's intent to use this delegated authority. Action taken must be recorded in Synergy under the appropriate record number to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 17 July 2024

2.18 SALE/DISPOSAL OF VEHICLES, ANIMALS OR GOODS, CONFISCATED OR OTHERWISE

Delegated Function to be performed	To sell or otherwise dispose of any goods which have not been collected in accordance with a notice given, as per the <i>Local Government Act 1995</i> , s3.47. Authority to recover expense incurred for removing, impounding, and disposing of confiscated or uncollected goods s3.48.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> s3.47 Confiscated or uncollected goods, disposal of s3.48 Impounding expenses, recovery of
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	To sell or otherwise dispose of any goods which have not been collected in accordance with a notice given, as per s3.47 Local Government Act 1995. Authority to recover expense incurred for removing, impounding, and disposing of confiscated or uncollected goods s3.48.
Reporting Requirements:	Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 <u>17 July 2024</u>

2.19 PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES

Delegated Function to be performed	A local government may grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property subject to Regulation 17 of the Local Government (Uniform Local Provisions) Regulations 1996.
Legislative Power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> r17(5) The local government may impose such conditions as it thinks fit on granting permission under this regulation r17(6)(c) It is a condition of the permission granted under this regulation damage to the public thoroughfare or public place resulting from the construction is repaired to the satisfaction of the CEO of the local government.
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO
Delegation to	Chief Executive Officer
Conditions and Exceptions	Nil
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 17 July 2024

2.20 TOWN PLANNING AND DEVELOPMENT ACT 1928 – TOWN PLANNING FUNCTIONS

<p>Delegated Function to be performed</p>	<p>ADVERTISING AND DETERMINING APPLICATIONS FOR DEVELOPMENT APPROVAL</p> <p><u>Power/Duty</u></p> <p>Notification and Advertising of Applications for Development Approval Determine in accordance with the TPS 3 and Planning and Development (Local Planning Schemes) Regulations 2015, determine that a particular development application will be advertised and notify the applicant accordingly.</p> <p>Determine those landowners and occupiers to whom notice of an application for Development Approval required to be advertised shall be provided pursuant to the TPS 3 and Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>Determine the requirement for consultation with other authorities for an application for Development Approval pursuant to the TPS 3 and Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p><u>Consideration of Applications for Development Approval</u></p> <p>Determine applications for Development Approval made in accordance with the Town Planning Scheme, Planning and Development (Local Planning Schemes) Regulations 2015 and/or Statement of Planning Policy No. 1 – Residential Design Codes, irrespective of whether objections have been received and impose conditions or grounds of refusal as required.</p> <p><u>Determine requests for Amending or Revoking a Development Approval</u></p> <p>Determine requests for Amending or Revoking a Development Approval made in accordance with the TPS 3 and Planning and Development (Local Planning Schemes) Regulations 2015 where the original permit was issued under delegated authority.</p> <p><u>Conditions</u></p> <p>An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.</p> <p>SUBDIVISION AND DEVELOPMENT DESIGN</p> <p><u>Power/Duty</u></p> <p>To approve plans and impose Council's accepted Standards and Specifications on subdivisions and developments and other similar works done by the Shire.</p> <p><u>Conditions</u></p> <p>An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that</p>
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	the matter be referred to Council for consideration or determination.
Delegated Function to be performed cont'd	<p>CONSIDERATION OF WAPC REFERRALS OF APPLICATIONS FOR SUBDIVISION APPROVAL</p> <p>Power/Duty</p> <p>Pursuant to the <i>Planning and Development Act 2005</i>, <i>Planning and Development Regulations 2009</i> and <i>Strata Titles Act 1985</i> provide comment to the Western Australian Planning Commission (WAPC) on matters associated with freehold and survey strata subdivision applications, proposed development plans (or similar) and licence/ lease applications.</p> <p>CLEARANCE OF LOCAL GOVERNMENT CONDITIONS ASSOCIATED WITH SUBDIVISION APPROVAL</p> <p>Power/Duty</p> <p>Pursuant to the <i>Planning and Development Act 2005</i>, <i>Planning and Development Regulations 2009</i> and <i>Strata Titles Act 1985</i> where the WAPC has included conditions on a subdivision approval relevant to the Shire, determine the 'clearance' of conditions designated (LG) in a freehold or survey strata subdivision approval issued by the WAPC.</p> <p>ISSUE OF CERTIFICATES (STRATA TITLES)</p> <p>Power/Duty</p> <p>Pursuant to the provisions of Section 23 of the <i>Strata Titles Act 1985</i>, the Director of Property & Development Services and/or the Chief Executive Officer is authorised to issue the appropriate certificates in respect to buildings as may be shown on a strata plan to be lodged for registration under the Act, where in the opinion of the Chief Executive Officer:</p> <p>The buildings shown on the strata plan have been confirmed, following physical inspection, as being compliant with all relevant a town planning, health and engineering requirements as provided for in the TPS 3 and Residential Design Codes and Shire Policies and Local Laws; and</p> <p>The buildings are deemed to be of sufficient standard and suitable to be divided into lots pursuant to the <i>Strata Titles Act 1985</i>.</p>

	<p>DIRECTIONS REGARDING UNAUTHORISED DEVELOPMENT</p> <p>Power/Duty</p> <p>To give directions in relation to unauthorized development and to authorise any action available to the responsible authority under the <i>Planning and Development Act 2005</i> and <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> incidental to such written direction, including but not limited to issuing a notice to correct or amend the development or to commence legal action.</p> <p>Conditions</p> <p>An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.</p>
Delegated Function to be performed cont'd	<p>RESPONSIBLE AUTHORITY REPORTS TO THE DEVELOPMENT ASSESSMENT PANEL</p> <p>Power/Duty</p> <p>To submit Responsible Authority Reports to the Development Assessment Panel pursuant to Regulation 12 of the <i>Planning & Development (Development Assessment Panels) Regulations 2011</i>.</p> <p>Conditions</p> <p>The Chief Executive Officer is to advise Councillors of the lodgement of a Mid- West/Wheatbelt JDAP application in the 'Councillors Information Bulletin' and report to Council at the earliest opportunity, the outcome of the Mid-West/Wheatbelt JDAP decision.</p>
Legislative Power or duty delegated	<p><i>Shire of Morawa Local Planning Scheme No. 3 or the most current scheme at time of applying the delegations (TPS)</i></p> <p><i>Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015,</i></p> <p><i>Local Government Act 1995</i></p> <p>s 5.45 Other matters relevant to delegations under this Division</p> <p>s5.46 Register of, and records relevant to, delegations to CEO and employees</p>
Legislative power to delegate	<i>Shire of Morawa Local Planning Scheme</i>
Delegation to	Chief Executive Officer

Conditions and Exceptions	<p>Where advertising any matter as provided for under this Delegation, referral must be made to Councillors via Email and Councillors given not less than 5 working days to request the matter be referred to Council for decision.</p> <p>Where the Shire receive an objection to any matter provided under this Delegation, the matter will be referred to Council for decision.</p> <p>This Delegation does not preclude the Delegate referring the categories of development or legal proceedings outlined above, to Council for determination, after having regard to the circumstances of a particular case.</p>
Reporting Requirements:	<p>Details of all Decisions given, and actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 ^{17 July 2024}

2.21 BUILDING ACT 2011 - APPROVE OR REFUSE BUILDING PERMIT

Delegated Function to be performed	<p>A permit authority to which a certified application or an uncertified application is made must grant the building permit if it is satisfied that the application is in accordance with the Building Act 2011 subsections 20(1)(a) to (s).</p> <p>A permit authority to which an application is made must not grant the building permit unless it is satisfied as to each of the matters mentioned in subsection (1)(a) to (s).</p> <p>A permit authority to which an application is made may refuse to grant the building permit applied for if it appears to the permit authority that there is an error in the information provided for the application or in a document that accompanied the application</p> <p>A permit authority to which an application is made must not grant a building permit if to do so would be inconsistent with subsections (2) (a) and (b).</p>
Legislative Power or duty delegated	<p><i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit</p> <p><i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))</p>
Legislative power to delegate	<p><i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government</p>
Delegation to	Chief Executive Officer

Conditions and Exceptions	<p>Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18 (1)].</p> <p>Authority to grant or refuse to grant a building permit [s.20 (1) & (2) and s.22].</p> <p>Authority to impose, vary or revoke conditions on a building permit [s.27 (1) and (3)]. Authority to determine an application to extend time during which a building permit has effect [r.23].</p> <p>Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]</p> <p>Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24 (2)].</p> <p>Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].</p>
	<p><i>In undertaking the functions of this delegation, Building Surveyors must be engaged by the Shire.</i></p> <p><i>With respect to uncertified applications, hold the appropriate qualification as set out under Regulation 6 of the Local Government (Building Surveyors) Regulations 2008.</i></p>
Reporting Requirements:	<p>Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting</p>
Date Reviewed	20 July 2023 17 July 2024

2.22 BUILDING ACT 2011 – APPROVE OR REFUSE DEMOLITION PERMIT

Delegated Function to be performed	<p>Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)].</p> <p>Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22].</p> <p>Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)].</p> <p>Authority to determine an application to extend time during which a demolition permit has effect [r.23].</p> <p>Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]</p> <p>Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)].</p> <p>Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].</p>
Legislative Power or duty delegated	<p><i>Building Act 2011:</i></p> <p>s.18 Further Information</p> <p>s.21 Grant of demolition permit</p> <p>s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit</p> <p><i>Building Regulations 2012</i></p> <p>r.23 Application to extend time during which permit has effect (s.32)</p> <p>r.24 Extension of time during which permit has effect (s.32(3))</p> <p>r.26 Approval of new responsible person (s.35(c))</p>
Legislative power to delegate	<p><i>Building Act 2011:</i></p> <p>s.127(1) & (3) Delegation: special permit authorities and local government</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>Delegation does not apply to places listed on the State's Register of Heritage Places or Council's Heritage Register, or to places classified by the National Trust.</p> <p>In undertaking the functions of this delegation, Building Surveyors must be engaged by the Shire.</p>
Reporting Requirements:	<p>Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p><i>Notification of the delegated decision must be made to Councillors at the next available Council Meeting</i></p>
Date Reviewed	20 July 2023 17 July 2024

2.23 BUILDING ACT 2011 – GRANT OF OCCUPANCY PERMIT OR BUILDING APPROVAL CERTIFICATE

Delegated Function to be performed	<p>A permit authority to which an application is made must grant or modify the occupancy permit or grant the building approval certificate applied for if it is satisfied that the application is in compliance with subsections 58(1)(a) to (l).</p> <p>A permit authority to which an application is made must not grant or modify the occupancy permit or grant the building approval certificate applied for unless it is satisfied as to each of the matters mentioned in subsections (1)(a) to (l).</p>
Legislative Power or duty delegated	<p><i>Building Act 2011:</i> <i>s.55 Further information</i> <i>s.58 Grant of occupancy permit, building approval certificate</i> <i>s.62(1) and (3) Conditions imposed by permit authority s.65(4)</i> <i>Extension of period of duration</i></p> <p><i>Building Regulations 2012</i> <i>r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)</i></p>

Legislative power to delegate	<i>Building Act 2011: s.127(1) & (3) Delegation: special permit authorities and local government</i>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>In undertaking the functions of this delegation, Building Surveyors must be engaged by the Shire.</p> <p>Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55].</p> <p>Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58].</p> <p>Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)].</p> <p>Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].</p>
Reporting Requirements:	<p>Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 <u>17 July 2024</u>

2.24 BUILDING ACT 2011 – ISSUE AND REVOCATION OF BUILDING ORDERS

Delegated Function to be performed	<p>A permit authority may make an order (a building order) in respect of one or more of the following: –</p> <ul style="list-style-type: none"> (a) particular building work; (b) particular demolition work; (c) a particular building or incidental structure, whether completed before or after commencement day. <p>A permit authority may, but notice in writing, revoke a building order at any time and must serve each person to whom the order is directed with a copy of the notice.</p>
Legislative Power or duty delegated	<p><i>Building Act 2011:</i></p> <p>s.110(1) A permit authority may make a building order</p> <p>s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and</p> <ul style="list-style-type: none"> (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance <p>s.133(1) A permit authority may commence a prosecution for an offence against this Act</p>
Legislative power to delegate	<p><i>Building Act 2011:</i></p> <p>s.127(1) & (3) Delegation: special permit authorities and local government</p>
Delegation to	Chief Executive Officer

Conditions and Exceptions	<p>Authority to make Building Orders in relation to:</p> <p>Building work Demolition work</p> <p>An existing building or incidental structure [s.110(1)].</p> <p>Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)].</p> <p>Authority to revoke a building order [s.117].</p> <p>If there is non-compliance with a building order, authority to cause an authorised person to:</p> <ul style="list-style-type: none"> ▪ take any action specified in the order; or ▪ commence or complete any work specified in the order; or ▪ if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. <p>Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].</p> <p>Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.</p> <ol style="list-style-type: none"> 1) The Chief Executive Officer may refer notices to the Shire's Lawyer where it is considered appropriate; and 2) Determine that an order is to remain in effect in accordance with section 117(2) of the <i>Building Act 2011</i> where it is considered appropriate.
Reporting Requirements:	<p>Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 17 July 2024

2.25 BUILDING ACT 2011 – APPOINTMENT OF AUTHORISED PERSONS

Delegated Function to be performed	A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions of the <i>Building Act 2011</i> and the <i>Building Regulations 2012</i>
Legislative Power or duty delegated	<i>Building Act 2011</i> s.96(3) authorised persons
Legislative power to delegate	<i>Building Act 2011</i> s.127(1) & (3) Delegation: special permit authorities and local government
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>The Chief Executive Officer is delegated the power to appoint authorised persons for the purpose of enforcing section 96.3 of the provisions of the <i>Building Act 2011</i></p> <p>Authority to designate an employee as an authorised person [s.96 (3)].</p> <p>Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].</p> <p>The Delegation is subject to section 100(2) of the <i>Building Act 2011</i>:</p> <p>"The authorised person is not entitled to enter a part of a place in use as a residence, except –</p> <ul style="list-style-type: none"> a) with the consent of an adult occupier; or b) under the authority of an entry warrant; or c) to take action under section 118(2) in relation to a building order emergency); and <p>Section 127 (3) of the <i>Building Act 2011</i></p> <p>(1) A delegation of a local government's powers or duties may be only to a local government employee"</p>
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.26 BUSH FIRES ACT 1954 - POWER AND DUTIES

Delegated Function to be performed	All powers, duties and functions of the local government under the <i>Bush Fires Act 1954</i>
Legislative Power or duty delegated	<i>Bush Fires Act 1954</i>
Legislative power to delegate	<i>Bush Fires Act 1954</i> Section 48 – Delegation by local governments
Delegation to	Chief Executive Officer
Conditions and Exceptions	Excludes powers and duties that are subject to separate delegated authority within this Register as set out below: <ul style="list-style-type: none">▪ Delegation.7.7.2 Appointment of Bush Fire Control Officers;▪ Delegation 7.7.3 Variation of Prohibited Burning Times; and▪ Delegation 7.7.4 Prosecutions;▪ are prescribed powers and duties in the Act with the requirement for a resolution by the local government;▪ are prescribed in the Act for performance by prescribed offices;.
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 ^{17 July 2024}

2.27 BUSH FIRES ACT 1954 - APPOINTMENT OF BUSH FIRE CONTROL OFFICERS

Delegated Function to be performed	Appointing a bush fire officer to carry out the powers and functions in the <i>Bush Fires Act 1954</i> .
Legislative Power or duty delegated	<i>Bush Fires Act 1954</i> S38 Local government may appoint bush fire control officer
Legislative power to delegate	<i>Bush Fires Act 1954</i> Section 48 – Delegation by local governments
Delegation to	Chief Executive Officer
Conditions and Exceptions	Appointment of Bush Fire Control Officers to be subject to the recommendations of the Bush Fire Advisory Committee
Reporting Requirements	Actions taken must be recorded in Synergy under the appropriate File Number to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 ^{17 July 2024}

2.28 BUSHFIRES ACT 1954 - PROHIBITED BURNING TIMES

Delegated Function to be performed	Determine to vary Prohibited Burning Times, in accordance with specified times <i>in the Bush Fires Act 1954</i> .s17(7) and (8), regarding: <ul style="list-style-type: none"> ▪ shortening, extending, suspending or re-imposing a period of prohibited burning times; or ▪ imposing a further period of prohibited burning
Legislative Power or duty delegated	<p><i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times variation due to seasonal conditions</p> <p><i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r. 38A Use of engines, plant or machinery likely to cause a bush fire r.8C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times.</p>
Legislative power to delegate	Bush Fires Act 1954 Section 48 – Delegation by local governments
Delegation to	Chief Executive Officer and Chief Bush Fire Control Officer (jointly)
Conditions and Exceptions	N/A
Express Power to Sub-Delegate	Nil
Reporting Requirements:	<p>Actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 17 July 2024

2.29 BUSHFIRES ACT 1954 - PROSECUTIONS

Delegated Function to be performed	<p>Issue Infringement Notices.</p> <p>Consider allegations of offences alleged to have been committed against this Act in the district of the local government and, if the delegate thinks fit, to institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district as prescribed under the <i>Bush Fires Act 1954</i>.</p> <p>Note: s59A(3) and <i>Bush Fires (Infringements) Regulations 1958</i>, Reg.4(a) provide that only the President or the Chief Executive Officer may withdraw an infringement notice.</p>
Legislative Power or duty delegated	<p><i>Bush Fires Act 1954</i></p> <p>s59(3) Prosecution of Offences</p> <p>s59A(2) Alternative Procedure – Infringement Notices</p>
Legislative power to delegate	<p><i>Bush Fires Act 1954</i></p> <p>Section 48 – Delegation by local governments</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	N/A
Reporting Requirements:	Actions taken must be recorded in Synergy under the appropriate File Number to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.30 FOOD ACT 2008 – APPOINTMENT OF AUTHORISED OFFICERS

Delegated Function to be performed	Authority to appoint authorised officers under the Food Act, Public Health Act and authority to appoint an Authorised Officer to be a Designated Officer for the purposes contained in S126 (6), (7) of the <i>Food Act 2008</i>
Legislative Power or duty delegated	<i>Food Act 2008</i> s122 Appointment of Authorised Officers and s126 Infringement Notices
Legislative power to delegate	<i>Food Act 2008:</i> <i>r.118 Functions of enforcement agencies and delegation</i> <i>(2)(b) Enforcement agency may delegate a function conferred on it</i> <i>(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]</i> <i>Sub-delegation permissible only if expressly provided in regulations.</i>
Delegation to	Chief Executive Officer
Conditions and Exceptions	Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122 (2)]. Authority to appoint an Authorised Officer appointed under s.122 (2) of this Act or the s.24(1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)]. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice[s.126(7)].
Reporting Requirements:	Details of all authorised officers appointed must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 <u>17 July 2024</u>

2.31 FOOD ACT 2008 – PROHIBITION ORDERS

Delegated Function to be performed	<p>An enforcement agency may:</p> <p>Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)].</p> <p>Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66].</p>
Legislative Power or duty delegated	<p><i>Food Act 2008</i></p> <p>s.65(1) Prohibition orders</p> <p>s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection</p>
Legislative power to delegate	<p><i>Food Act 2008</i></p> <p>s118 Functions of enforcement agencies and delegation</p>
Delegation to	<p>Chief Executive Officer</p> <p>Executive Manager Corporate and Community Services</p> <p>Environmental Health Officer</p>
Conditions and Exceptions	<p>Environmental Health Officer is delegated the power to issue prohibition orders in accordance with section 65 of the Food Act 2008.</p> <p>Environmental Health Officer is delegated the power to initiate appropriate legal action in accordance with section 125 of the Food Act 2008.</p> <p>Environmental Health Officer is delegated the power to clear and remove a prohibition order in accordance with section 66 of the Food Act 2008, and to provide written notification as required with respect to any decision made not to issue a certificate of clearance following an inspection under either Section 66 or 67.</p> <p>The power to prosecute any person is only exercised by agreement of Chief Executive Officer in conjunction with advice from the Shire's Lawyer.</p>
Reporting Requirements:	<p>Details of all prosecutions must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</p> <p>Notification of the delegated decision must be made to Councillors at the next available Council Meeting.</p>
Date Reviewed	20 July 2023 17 July 2024

2.32 CAT ACT 2011 – APPOINTMENT OF AUTHORISED PERSON

Delegated Function to be performed	<i>Cat Regulations 2012</i>
Legislative Power or duty delegated	<i>Cat Act 2011</i> <i>Part 4 Administration and enforcement</i> <i>Part 5 Subsidiary Legislation</i>
Legislative power to delegate	<i>Cat Act 2011</i> s44 Delegation by local government
Delegation to	Chief Executive Officer
Conditions and Exceptions	All the powers and duties of the local government under the <i>Cat Act 2011</i> , <i>Cat Regulations 2012</i>
Reporting Requirements:	Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 ^{17 July 2024}

2.33 DOG ACT 1976 – APPOINTMENT OF AUTHORISED PERSON

Delegated Function to be performed	<p><i>Dog Act 1976</i> <i>Dog Regulations 2013.</i> All the powers and duties of the local government.</p> <p><i>Shire of Morawa Dogs Local Law 2018:</i> s 2.2 s 2.3 s.4 s.3.3 s 4.15 s 7.4 s 7.5 s 7.6 s 7.7 Schedule 2</p>
Legislative Power or duty delegated	<p><i>Dog Act 1976</i> <i>Dog Regulations 2013.</i> All the powers and duties of the local government.</p> <p><i>Shire of Morawa Dogs Local Law 2018: s 2.2</i> s 2.3 s 2.4 s.3.3 s 4.15 s 7.4 s 7.5 s 7.6 s 7.7 Schedule 2</p>
Legislative power to delegate	<p><i>Dog Act 1976</i> s10AA s10AB</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer or Executive Manager Corporate and Community Services.</p> <p>The authorised officers (excepting those listed as authorised to perform functions which are limited to the registration of animals) are appointed to undertake the powers of an authorised person under the Dog Act 1976 the Dog Regulations 1976 and the Dog (Restricted Breeds) Regulations No 2 2002. The appointment includes the power of an authorised person to declare a dog to be a dangerous dog under section 33E of the Act.</p>
Reporting Requirements:	Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
Date Reviewed	20 July 2023 17 July 2024

2.34 FIREWORK EVENTS

Delegated Function to be performed	The issue of fireworks event notice.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> S3.25 (1) Division 1 — Things a notice may require to be done Schedule 3.1 Powers under notices to owners or occupiers of land [
Legislative power to delegate	<i>Dangerous Goods Safety Act 2004</i> <i>Dangerous Goods Safety (Explosives) Regulations 2007</i>
Delegation to	Chief Executive Officer
Conditions and Exceptions	N/A
Reporting Requirements:	Action taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors at the next available Council Meeting.
Date Reviewed	20 July 2023 17 July 2024

2.35 HEALTH (ASBESTOS) REGULATIONS – ADMINISTRATION

Delegated Function to be performed	Approving officers for the purposes of the <i>Criminal Procedures Act 2002 Part 2</i>
Legislative Power or duty delegated	<i>Health (Asbestos) Regulations Regulation 1992</i> s.3 <i>Local Laws</i> 15D <i>Infringement Notices</i> <i>Criminal Procedures Act 2002 Part 2</i>
Legislative power to delegate	<i>Health (Asbestos) Regulation 26(7)</i> r15D <i>Infringement Notices</i> r. 15D(5) A local government may, in writing, appoint <i>persons or classes of persons to be authorised officers or approved officers for the purposes of the Criminal Procedure Act 2004 Part 2.</i>
Delegation to	Chief Executive Officer
Conditions and Exceptions	Local Government Act 1995 Section 3.25 Notices requiring certain things to be done by owner or occupier of land Schedule 3.1 Powers under notices to owners or occupiers of land
Reporting Requirements:	Details of actions taken to made on behalf of the Shire must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the delegated decision must be made to Councillors via the next available information bulletin
Date Reviewed	20 July 2023 ^{17 July 2024}

2.36 RESTRICTED ACCESS VEHICLES (RAV) ON SHIRE ROADS

Delegated Function to be performed	To determine an application referred from Main Roads WA to use heavy haulage vehicles (RAV) on any local road within the district, recommending approval or refusal and conditions. As well as to grant letters of authority where conditions have been applied.
Legislative Power or duty delegated	<p><i>Local Government Act 1995</i></p> <p><i>Land Administration Act 1997</i> Section 56(2) road reserves under the control of the local government</p> <p><i>Public Works Act 1902</i> Section 86(2) Governor may declare roads to be under the control of the local government</p> <p><i>Road Traffic (Vehicle Standards) Regulations 2002</i></p> <p>Shire of Morawa Public Places and Local Government Property Local Law 2018</p>
Legislative power to delegate	<p>Local Government Act 1995 s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO s5.44 CEO may delegate powers and duties to other employees</p> <p>On delegation permitted.</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>The CEO only has authority to approve or refuse requests where:</p> <ul style="list-style-type: none"> • The estimate haulage volume per annum is less than 50,000 tonnes • The road has already been assessed by Main Roads WA as being suitable for the configuration proposed by the applicant • If recommending CA07 conditions are applied where necessary to manage RAV access in order to preserve the condition of the road and avoid heavy vehicle damage • the applicant agrees to accept liability for damage to the road attributed to their use that exceed fair use/wear and tear <p>Where an application relates to a road that has not previously been assessed by Main Roads WA or Council, the matter must be referred to Council.</p> <p>Where the CEO declines an application, the applicant has the right to lodge a written appeal with the Shire which will be presented to Council for consideration.</p>

Reporting Requirements:	Written record of determination and reasoning must be recorded in the Shire's record keeping system. Notification of the delegated decision must be made to Councillors via the next available information bulletin or Council meeting.
Date Reviewed	20 July 2023 <u>17 July 2024</u>

2.37 RESPONDING TO EXPLORATION LICENCE APPLICATION REFERRALS

Delegated Function to be performed	To respond to Mining Registrar in relation to notice served about an Exploration Licence application. Provide the Shire's basic conditions and any objections to the exploration.
Legislative Power or duty delegated	<i>Local Government Act 1995</i> <i>Mining Act 1978 - Sections 23 to 26</i> <i>Mining Act Regulations</i>
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO s5.44 CEO may delegate powers and duties to other employees On delegation permitted.
Delegation to	Chief Executive Officer
Conditions and Exceptions	The CEO must apply the below conditions to any response where an objection is not raised: a) That dust suppression is carried out so that others are not adversely affected; b) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions; c) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread; d) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner; e) All rubbish is to be disposed of in the appropriate manner; f) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called; g) No drill holes are to extend under any public roadways or interfere with road drainage; h) All drill holes are to be capped as soon as possible/practical after drilling; and i) No drilling is to occur within any Shire gravel pits
Reporting Requirements:	Written record of determination and reasoning must be recorded in the Shire's record keeping system. Notification of the delegated decision must be made at the next Ordinary Meeting of Council.
Date Reviewed	20 July 2023 17 July 2024

2.38 LONG SERVICE LEAVE

Delegated Function to be performed	To approve or reject: a) Applications for Long Service Leave at half pay b) Applications for Long Service Leave at double pay c) An appropriate period or periods for the taking of long service leave d) On application of the employee, to defer taking of long service leave beyond six (6) months of becoming entitled
Legislative Power or duty delegated	<i>Local Government Act 1995</i> <i>Section 5.48 – Long Service Leave benefits for employees</i> Local Government (Long Service Leave) Regulations Regulation 6A – long service leave on half pay Regulation 6B – long service leave on double pay Regulation 7 – taking of long service leave Regulation 8(2) – payment for or in lieu of leave
Legislative power to delegate	<i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO s5.44 CEO may delegate powers and duties to other employees On delegation permitted.
Delegation to	Chief Executive Officer
Conditions and Exceptions	Long Service Leave requests for the CEO must be referred to Council. The CEO is to advise employees that any deferred long service leave will: <ul style="list-style-type: none"> • Not be deferred for more than 2 years without Council approval • Be at the rate of pay applicable at the end of six months of becoming entitled (not at the rate applicable when taken) Applications must be referred to Council if they request: <ul style="list-style-type: none"> • a deferment greater than two (2) years • payment at a rate greater than double the applicable rate 6 months after becoming entitled • payment at a higher rate than agreed when the CEO deferred the Long Service Leave entitlement
Reporting Requirements	Leave records are to be kept.
Date Reviewed	20 July 2023 17 July 2024

2.39 CONTROL OF ENVIRONMENTAL MATTERS

Delegated Function to be performed	To exercise and discharge all or any of the powers and functions of the local government with regard to: <ul style="list-style-type: none"> the Public Health Act 2016 and Regulations the Health (Miscellaneous Provisions) Act 1911 and Regulations
Legislative Power or duty delegated	<p><i>Public Health Act 2016</i> Section 4(2) – Authorised Officer Section 21 – Power to Delegate to CEO Section 24 – Authorised person must be qualified Section 25 – Authorised person must have acceptable qualifications or be an EHO</p> <p><i>Health (Miscellaneous Provisions) Act 1911</i> Section 344(2) regulations or local laws may be made so as to delegate or confer a discretionary authority to specific persons or class of persons.</p>
Legislative power to delegate	<p><i>Local Government Act 1995</i> s5.42 Delegation of some powers and duties to CEO s5.43 Limits on delegations to CEO s5.44 CEO may delegate powers and duties to other employees</p> <p>On delegation permitted.</p>
Delegation to	Chief Executive Officer
Conditions and Exceptions	<p>All approvals must comply with the requirements of legislation and planning schemes.</p> <p>Non-compliant applications are to be refused unless there is a discretion, in which case it is to be referred to Council for a decision.</p> <p>The delegation excludes determining a fee or charge and dealing with objections.</p> <p>Decisions around prosecutions cannot be on delegated and Council should be informed of proposed prosecutions prior to them commencing.</p>
Reporting Requirements:	<p>Written record of determination and reasoning must be recorded in the Shire's record keeping system.</p> <p>Notification of the delegated decision must be made at the next Ordinary Meeting of Council.</p>
Date Reviewed	20 July 2023 17 July 2024

2.40 AFFIXING OF COMMON SEAL & EXECUTION OF DOCUMENTS

<u>Delegated Function to be performed</u>	To sign and execute documents and apply the common seal on behalf of the Shire of Morawa.
<u>Legislative Power or duty delegated</u>	<u>Local Government Act 1995</u> s9.49A Execution of documents
<u>Legislative power to delegate</u>	<u>Local Government Act 1995</u> s5.42 Delegation of some powers and duties to CEO s5.44 CEO may delegate powers and duties to other employees <u>On delegation may be permitted for execution of documents.</u>
<u>Delegation to</u>	Chief Executive Officer
<u>Conditions and Exceptions</u>	The Chief Executive Officer has delegated authority to: <ul style="list-style-type: none">• <u>Affix the Common Seal of the Shire of Morawa to any document which has been authorised by Council either specifically or generally.</u>• <u>Sign documents on behalf of the local government.</u>
<u>Reporting Requirements:</u>	Action taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. <u>Common Seal applications are to be recorded in the Common Seal register.</u>
<u>Date Reviewed</u>	17 July 2024

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VERSION CONTROL

Delegation Number	Title	Action	Date of Ordinary Meeting of Council
4.11	Fireworks Event	Carried Resolution 200912	17 September 2020
All delegations		Full Review	15 July 2021
All delegations		Full Review	21 July 2022
All delegations		Full Review	20 July 2023 20 July 2023
<u>All delegations</u>		<u>Full Review</u>	<u>17 July 2024</u>

COUNCIL APPROVED AUTHORISATIONS REGISTER

July 2024

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CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

CAAR 01-1 APPOINTMENT OF AUTHORISED PERSONS – CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

Function to be performed:	<i>A local government — (a) may appoint such persons to be authorised persons for the purposes of this Act as the local government considers necessary; and (b) must issue each person appointed under paragraph (a) with an identity card, in the prescribed form, certifying that the person is an authorised person under this Act.</i>
Legislative Power or duty authorised:	<i>The powers of a “authorised person” under the Caravan Parks and Camping Grounds Act 1995 and the Caravan and Camping Grounds Regulations 1997.</i>
Legislative power to Authorise:	<i>Caravan Parks and Camping Grounds Act 1995 s17 Appointment of authorised person</i>
Appointed as Authorised Person:	<i>For the purposes of Division 1 of Part 2 and Sections 22 and 23(5) and (7) of the Caravan Parks and Camping Grounds Act 1995:-</i> <ul style="list-style-type: none">• <i>Chief Executive Officer</i>• <i>Executive Manager Corporate and Community Services</i>• <i>Executive Manager, Works and Assets</i>• <i>Environmental Health Officer</i> <i>For the purposes of section 23(2) of the Caravan Parks and Camping Grounds Act 1995:-</i> <ul style="list-style-type: none">• <i>Environmental Health Officer</i>• <i>Ranger</i>
Conditions and Exceptions:	<i>The Chief Executive Officer is empowered to sign such documents, issue notices and initiate appropriate legal action on behalf of the Shire when a breach of the said Act and related legislation warrants such action.</i>
Reporting Requirements:	<i>Any actions taken or notices issued are to be recorded on the appropriate file or record. Copies of applications, licences and notices are to be recorded on the appropriate file or record.</i>
Details of Review:	<i>20 July 202317 July 2024</i>

CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

CAAR 01-2

APPOINTMENT OF AUTHORISED PERSONS - CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

Function to be performed:	<p>A local government may by resolution appoint —</p> <ul style="list-style-type: none"> • any employee of the local government; and • where the Minister by notice published in the Government Gazette authorises the local government to do so, any member of the council of that local government, to be an authorised officer for the purposes of this Act either in respect of the whole of its district or any part thereof defined in the appointment.
Legislative Power or duty authorised:	Powers of an authorised officer for the purposes of the Control of Vehicles (Off-road Areas) Act 1978 and the Control of Vehicles (Off-road Areas) Regulations 1979 for the whole of the district of the Shire.
Legislative power to Authorise:	<p>Control of Vehicles (Off-road Areas) Act 1978</p> <p>s38 Authorised eOfficers</p> <p>S38(3) A local government may by resolution appoint</p>
Appointed as Authorised Person:	<p>Chief Executive Officer</p> <p>Executive Manager Corporate and Community Services</p> <p>Executive Manager, Works and Assets</p> <p>Ranger</p>
Appointment:	<p>A person who is appointed as an authorised officer: —</p> <p>(a) has within the area of jurisdiction entrusted to him by the appointment the duties and powers of an authorised officer under this Act, and may exercise such powers within that area;</p> <p>(b) may exercise the powers conferred upon him by this Act in relation to any person or vehicle which he has reason to believe is concerned in a contravention of this Act notwithstanding that such person or vehicle is not then within the area of jurisdiction entrusted to him if that person or vehicle was pursued from that area or is known to have been in that area at the time of the contravention;</p> <p>(c) may, for the purposes of this Act in the course of his duty, enter on any land or, using only such force as is necessary, may enter a vehicle for the purpose of removing it.</p>
Conditions and Exceptions:	Withdrawal of an infringement notice can only be approved by the Chief Executive Officer.
Reporting Requirements:	<p>(1) The chief executive officer of a local government is to keep a register of</p> <p>(a) Authorisations made under section 10AA(1); and</p> <p>(b) Further Authorisations made under the authority of an Authorisation made under section 10AA (1).</p> <p>(2) At least once every financial year —</p> <p>(a) Authorisations made under section 10AA(1); and</p> <p>(b) Further Authorisations made under the authority of an Authorisation made under section 10AA(1), are to be reviewed by the Council.</p>
Details of Review:	20 July 2023 <u>17 July 2024</u>

LITTER ACT 1979

CAAR 01 -3 APPOINTMENT OF AUTHORISED PERSONS TO WITHDRAW INFRINGEMENT NOTICES - LITTER ACT 1979

Function to be performed:	<p><i>An infringement notice may, whether or not the prescribed penalty has been paid, be withdrawn, at any time within 28 days after the service of the notice, by the sending of a notice, in the prescribed form, to the alleged offender at his last known place of residence or business, advising the alleged offender that the infringement notice has been withdrawn, and, in that event, the amount of any prescribed penalty that has been paid shall be refunded.</i></p> <p><i>A withdrawal notice shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.</i></p>
Legislative Power or duty authorised:	<p><i>Litter Act 1979</i> <i>s.27AA Honorary inspectors</i> <i>s.30(4) Infringement Notices</i></p>
Legislative power to Authorise:	<p><i>To sign withdrawal of infringement notices under section 30(4) of the Litter Act 1979.</i></p>
Appointed as Authorised Person:	<p><i>Chief Executive Officer</i> <i>Executive Manager Corporate and Community Services</i> <i>Executive Manager, Works and Assets</i></p>
Appointment:	<p><i>A person who is appointed as an authorised officer —</i></p> <ul style="list-style-type: none"><i>(a) has within the area of jurisdiction entrusted to him by the appointment the duties and powers of an authorised officer under this Act, and may exercise such powers within that area;</i><i>(b) may exercise the powers conferred upon him by this Act in relation to any person or vehicle which he has reason to believe is concerned in a contravention of this Act notwithstanding that such person or vehicle is not then within the area of jurisdiction entrusted to him if that person or vehicle was pursued from that area or is known to have been in that area at the time of the contravention;</i><i>(c) may, for the purposes of this Act in the course of his duty, enter on any land or, using only such force as is necessary, may enter a vehicle for the purpose of removing it.</i>
Conditions and Exceptions:	<p><i>Nil</i></p>
Reporting Requirements:	<p><i>Details of withdrawal notices made must be recorded in the appropriate record to meet legislative requirements.</i></p>
Details of Review:	<p><i>20 July 2023 17 July 2024</i></p>

CRIMINAL PROCEDURES ACT 2004

CAAR 01-4 APPOINTMENT OF AUTHORISED AND APPROVED OFFICERS INFRINGEMENT NOTICES – CRIMINAL PROCEDURES ACT 2004

Function to be performed:	<i>The local government may appoint persons or class of persons to be authorised or approved officers for the purposes of Part 2 of the Criminal Procedure Act 2004 to allow infringement notices to be issued.</i>
Legislative Power or duty authorised:	<i>Health Asbestos Regulations 1992 r15D Infringement Notices r. 15D(5) A local government may, in writing, appoint persons or classes of persons to be authorised officers or approved officers for the purposes of the Criminal Procedure Act 2004 Part 2.</i>
Legislative power to Authorise:	<i>Part 2 Criminal Procedure Act 2004</i>
Appointed as Authorised Person:	<p><i>Approved Officers:</i></p> <ul style="list-style-type: none"> • Chief Executive Officer <p><i>Authorised Officers:</i></p> <ul style="list-style-type: none"> • Executive Manager Corporate and Community Services • Executive Manager, Works and Assets • Environmental Health Officer • Ranger
Appointment:	<p><i>Authorised officers for the purposes of Part 2 of the Criminal Procedures Act 2004 are the persons who are authorised to issue infringement notices under the Regulations on behalf of the local government. This appointment must be in writing.</i></p> <p><i>Approved officers for the purpose of Part 2 of the Criminal Procedure Act 2004 are the persons authorised to extend the period to pay or withdraw an infringement notice. A person appointed as an approved officer is not eligible to also be appointed as an authorised officer for the purposes of Part 2 of the Criminal Procedures 2004 Act. This appointment must be in writing.</i></p>
Conditions and Exceptions:	<i>The local government must issue a person authorised to issue infringement notices with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices under the Regulations.</i>
Reporting Requirements:	<i>Details of withdrawal notices made must be recorded in the appropriate record to meet legislative requirements.</i>
Details of Review:	20 July 2023 <u>17 July 2024</u>

HEALTH (MICELLENANOUS PROVISIONS) ACT 1911

CAAR 01-5 APPOINTMENT OF AUTHORISED OFFICERS

HEALTH (TREATMENT OF SEWAGE AND DISPOSAL OF LIQUID WASTE) REGULATIONS 1974

Function to be performed:	<i>A local government may appoint and authorise any person to be its deputy, and in that capacity to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe, but so that such appointment shall not affect the exercise or discharge by the local government itself of any power or function</i>
Legislative Power or duty authorised:	<i>Health (Treatment of Sewage and Disposal of Liquid Waste) Regulations 1974 4 (3) (a) grant approval subject to form and conditions set by Council (b) refuse to grant approval 10 (2) relating to approvals 22 (2)(a) relating to appeals</i>
Legislative power to Authorise:	<i>Health (Miscellaneous Provisions) Act 1911 s 26 Powers of Local Government</i>
Appointed as Authorised Person:	<i>Environmental Health Officer</i>
Appointment:	<i>The Environmental Health Officer is authorised to exercise and discharge the powers and functions of the Council in relation to the Health (Treatment of Sewage and Disposal of Liquid Waste) Regulations 1974: 4 (3)(a) – grant approval subject to form and conditions set by Council (b) – refuse to grant approval 10 (2) – (relating to approvals) (4)(b) – (relating to approvals) 22 (2)(a) – (relating to appeals) (b) – (relating to appeals) Objectives</i>
Conditions and Exceptions:	<i>Compliance with the Health Act and Regulations, the Building Code of Australia and the Town Planning Scheme is mandatory. Any application not complying to be refused, unless there is a discretion, in which case it is to be referred to Council for decision. Effluent systems are to be sized in accordance with Schedule B</i>
Reporting Requirements:	<i>Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Notification of the authorised decision must be made to Councillors at the next available Council Meeting.</i>
Details of Review:	<i><u>20 July 2023</u><u>17 July 2024</u></i>

CHIEF EXECUTIVE OFFICER APPROVED AUTHORISATIONS

These Acts do not contain a head of power to delegate.

The Chief Executive Officer authorises the appropriate staff to undertake the functions to be performed under each Act.

FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994

CEOAA 01-1 FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994 APPOINTMENT OF PROSECUTION OFFICERS

Function to be performed:	<i>A prosecuting authority at any time may amend the written notice of designated prosecuting officers.</i>
Legislative Power or duty authorised:	<i>Section 13 of the Fines Penalties and Infringement Notices Enforcement Act 1994.</i>
Legislative power to Authorise:	<i>Section 13(2) of the Fines, Penalties and Infringement Notices Enforcement Act 1994.</i>
Appointed as Authorised Person:	<i>Approved Officers:</i> <ul style="list-style-type: none">• <i>Chief Executive Officer</i> <i>Authorised Officers:</i> <ul style="list-style-type: none">• <i>Executive Manager Corporate and Community Services</i>• <i>Executive Manager, Works and Assets</i>• <i>Environmental Health Officer</i>• <i>Ranger</i>
Appointment:	<i>The Chief Executive Officer is Authorised the power to appoint officers that are prosecution officers for the purposes of sections 16 and 22 of the Fines, Penalties and Infringement Notices Enforcement Act 1994.</i>
Conditions and Exceptions:	<i>In relation to local laws the designation allows -Signing of Enforcement Certificates to initiate prosecution (Section 16);</i> <i>Signing of Withdrawal of Proceedings Notices (Section 2) for those matters already registered with Fines Enforcement;</i>
Reporting Requirements:	<i>Details of withdrawal notices made must be recorded in the appropriate record to meet legislative requirements.</i>
Details of Review:	<i>20 July 2023</i> <i>17 July 2024</i>

CEMETERIES ACT 1986

CEOAA 01-1 APPOINTMENT OF AUTHORISED PERSONS – CEMETERIES ACT 1986

Function to be performed:	<i>A Board means a cemetery board established under Section 7 or deemed to have been established under this Act an in relation to a cemetery means the Board responsible for the care, control and management of that Cemetery.</i>
Legislative Power or duty authorised:	<p><i>Cemeteries Act 1986 Under s10 and s 47:-</i></p> <ul style="list-style-type: none"> • <i>A Board may authorise funds to be expended for the performance of any of the functions or any other purpose approved by the Minister;</i> • <i>A Board may appoint such employees, either full time or part time, as it considers necessary to enable it to carry out its functions; and</i> • <i>A Board may engage under contract for services such professional and technical and other assistance as it considers necessary to enable it to carry out its functions.</i> <p><i>Powers of the local government as prescribed in the Parking and Parking Facilities Local Law 2013.</i></p> <p><i>Local Government Act 1995 Section 9.10 Appointment of Authorised Persons</i></p>
Legislative power to Authorise:	<i>Section 10 and Section 47 of the Cemeteries Act 1986</i>
Appointed as Authorised Person:	<p><i>The Board shall consist of:</i></p> <ul style="list-style-type: none"> • <i>Chief Executive Officer</i> • <i>Executive Manager Corporate and Community Services</i> • <i>Executive Assistant</i>
Appointment:	<i>The Chief Executive Officer is Authorised the power to appoint officers that are prosecution officers for the purposes of sections 16 and 22 of the Fines, Penalties and Infringement Notices Enforcement Act 1994.</i>
Conditions and Exceptions:	<i>Nil</i>
Reporting Requirements:	<i>Any actions taken or notices issued are to be recorded on the appropriate file or record.</i>
Details of Review:	<i>20 July 202317 July 2024</i>

BUILDING ACT

CEOAA 01-2 INFRINGEMENT NOTICES – BUILDING REGULATIONS 2012

Function to be performed:	<i>Authorised officers the authority to issue Building Act 2011 Infringement Notices in accordance with section 6(b) of the Criminal Procedures Act 2004.</i>
Legislative Power or duty authorised:	<i>Criminal Procedure Act 2004 s 6(b) provide for the appointment of authorised officers in relation to infringement notices that may be issued under this Part for the prescribed offence; and Building Regulations 2012 r70(2) Approved officers and authorised officers</i>
Legislative power to Authorise:	<i>Local Government Act 1995 s9.10 (1) Appointment of authorised persons</i>
Appointed as Authorised Person:	<i>Executive Manager Corporate and Community Services Executive Manager, Works and Assets Environmental Health Officer Ranger</i>
Appointment:	<i>The Chief Executive Officer is delegated the power to appoint authorised officers for the purpose of issuing Building Act 2011 Infringement notices.</i>
Conditions and Exceptions:	<i>Only persons who are appropriately qualified and trained may be appointed as Authorised persons. Authorised persons must carry and produce when requested, a Shire issued identity card.</i>
Reporting Requirements:	<i>Details of all decision made must be recorded in the appropriate record to meet legislative requirements. Copies of the identity card and certificate of authorisation (signed by the person exercising delegated authority to appoint the authorised person and the authorised person so appointed) must be retained on the relevant personnel file.</i>
Details of Review:	<i>20 July 2023 17 July 2024</i>

PRESIDENT'S AUTHORISATION

SPAA 01-1 MEDIA RELEASES

Function to be performed:	<i>To make media releases and to speak on behalf of the Shire of Morawa..</i>
Legislative Power or duty authorised:	<i>Local Government Act s5.41(f)</i>
Legislative power to Authorise:	<i>Local Government Act S2.8 (1) (d) The mayor or president speaks on behalf of the local government; s5,41(f) The CEO's function are to - speak on behalf of the local government if the mayor or president agrees; Council Policy 1.9 Media Statements and Public Relations</i>
Appointed as Authorised Person:	<i>Chief Executive Officer</i>
Appointment:	<i>The Shire President authorises the CEO to make media releases and to speak on behalf of the Shire of Morawa.</i>
Conditions and Exceptions:	<i>The President, or the Deputy President if President unavailable, should be consulted prior to matters of delicacy being discussed in public, however it is recognised that this may not always be possible. In this case, the CEO is to use discretion whether comment is to be made or not. Regardless, the CEO is not under any obligation to make any comment on any matter.</i> <i>Local Government Act s5.95 Limits on right to inspect local government information;</i>
Reporting Requirements:	<i>Details of the media statement or discussion with the media to be provided to the Shire President and record in Council Record keeping system.</i>
Details of Review:	<i>20 July 2023 <u>17 July 2024</u></i>

Ordinary Council Meeting 17 July 2024

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|-----------------------------|---|
| <i>Attachment 1-</i> | <i>11.2.1a Monthly Financial Report for the period ending 30 June 2024</i> |
| <i>Attachment 2-</i> | <i>11.2.1b Bank Reconciliation for the period ending 30 June 2024</i> |
| <i>Attachment 3-</i> | <i>11.2.1c List of Accounts Paid for the period ending 30 June 2024</i> |
| <i>Item 11.2.1-</i> | Monthly Financial Report – June 2024 |
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SHIRE OF MORAWA

MONTHLY FINANCIAL REPORT

INCLUDES THE STATEMENT OF
FINANCIAL ACTIVITY

FOR THE YEAR ENDING
30 JUNE 2024



SHIRE OF MORAWA

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 June 2024

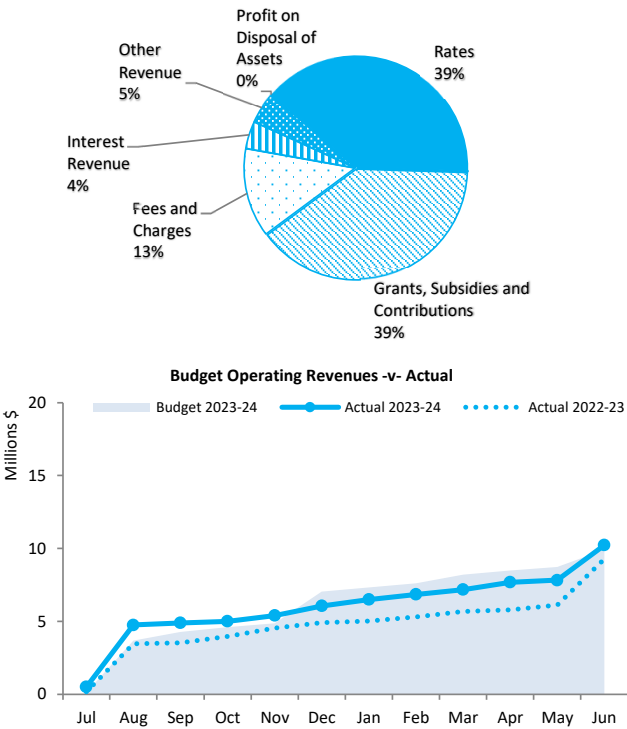
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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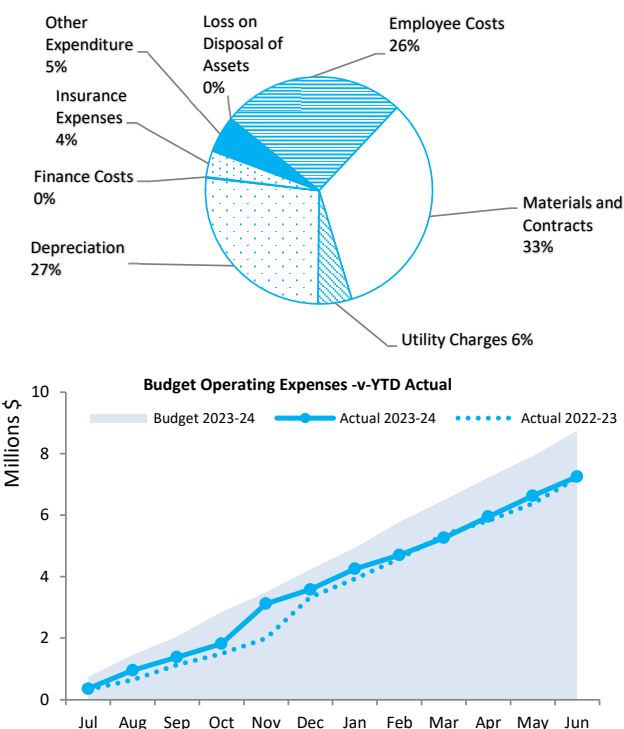
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OPERATING ACTIVITIES

OPERATING REVENUE

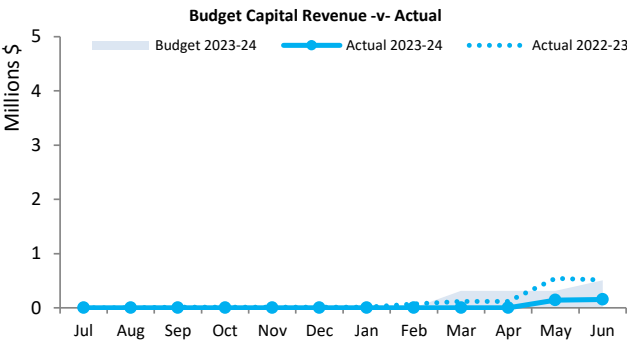


OPERATING EXPENSES

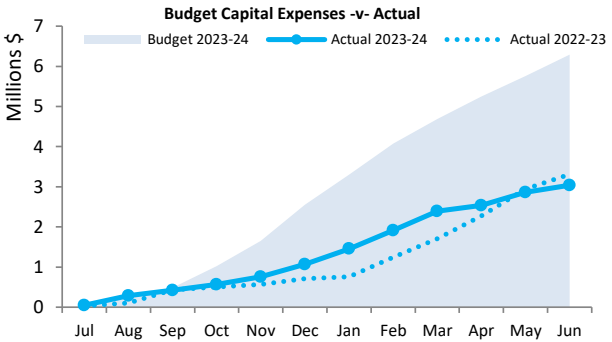


INVESTING ACTIVITIES

CAPITAL REVENUE

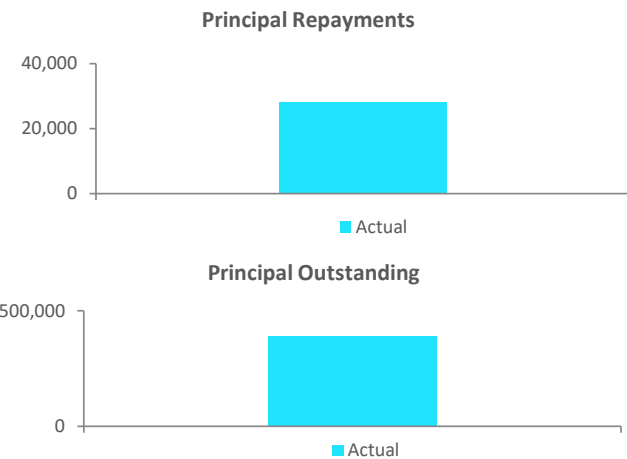


CAPITAL EXPENSES

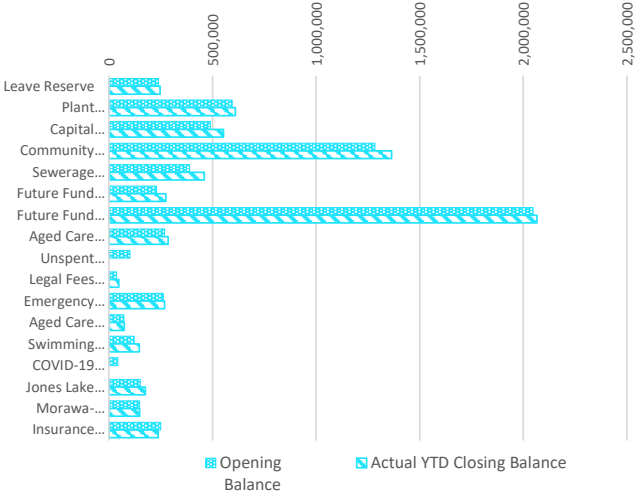


FINANCING ACTIVITIES

BORROWINGS



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.48 M	\$2.48 M	\$2.48 M	\$0.00 M
Closing	\$0.01 M	\$0.01 M	\$4.10 M	\$4.09 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$10.76 M	% of total
Unrestricted Cash	\$3.80 M	35.3%
Restricted Cash	\$6.96 M	64.7%
Refer to Note 2 - Cash and Financial Assets		

Payables		
	\$0.18 M	% Outstanding
Trade Payables	\$0.03 M	
0 to 30 Days		100.0%
30 to 90 Days		0.0%
Over 90 Days		0%
Refer to Note 5 - Payables		

Receivables		
	\$0.55 M	% Collected
Rates Receivable	\$0.49 M	87.5%
Trade Receivable	\$0.06 M	% Outstanding
30 to 90 Days		75.9%
Over 90 Days		14%
Refer to Note 3 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.73 M)	(\$0.73 M)	\$2.09 M	\$2.82 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$2.88 M	% Variance
YTD Budget	\$2.88 M	0.1%
Refer to Note 6 - Rate Revenue		

Grants and Contributions		
YTD Actual	\$2.92 M	% Variance
YTD Budget	\$1.28 M	128.4%
Refer to Note 13 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$0.96 M	% Variance
YTD Budget	\$1.02 M	(5.4%)
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.94 M)	(\$5.94 M)	(\$3.04 M)	\$2.91 M
Refer to Statement of Financial Activity			

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

Asset Acquisition		
YTD Actual	\$3.04 M	% Spent
Amended Budget	\$5.94 M	0.0%
Refer to Note 8 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$2.82 M	% Received
Amended Budget	\$4.04 M	(30.1%)
Refer to Note 8 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.09 M	\$0.09 M	(\$0.26 M)	(\$0.35 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.03 M
Interest expense	\$0.01 M
Principal due	\$0.39 M
Refer to Note 9 - Borrowings	

Reserves	
Reserves balance	\$6.96 M
Interest earned	\$0.17 M
Refer to Note 11 - Cash Reserves	

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

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

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE To manage Councils' Elected Members	Includes Members of Council, Civic Functions and Public Relations, Council Elections, Training/Education of members.
GENERAL PURPOSE FUNDING To manage Council's finances	Includes Rates, Loans, Investments & Grants.
LAW, ORDER, PUBLIC SAFETY To provide, develop & manage services in response to community needs.	Includes Emergency Services, Fire Services and Animal Control
HEALTH To provide, develop & manage services in response to community needs.	Includes Environmental Health, Medical and Health facilities and providers
EDUCATION AND WELFARE To provide, develop & manage services in response to community needs.	Includes Education, Welfare & Children's Services, Youth Development
HOUSING To ensure quality housing and appropriate infrastructure is maintained.	Includes Staff and other housing, including aged care units and Dreghorn Street units.
COMMUNITY AMENITIES To provide, develop & manage services in response to community needs.	Includes Refuse Collection, Sewerage, Cemetery, Building Control and Town Planning.
RECREATION AND CULTURE To ensure the recreational & cultural needs of the community are met.	Includes the Swimming Pool, Halls, Library, Oval, Parks and Gardens and Recreational Facilities.
TRANSPORT To effectively manage transport infrastructure within the shire.	Includes Roads, Footpaths, Private Works, Plant Operating Costs, Outside Crew wages and maintenance of the Airstrip.
ECONOMIC SERVICES To foster economic development, tourism & rural services in the district.	Includes Tourism, Rural Services, Economic Development & Caravan Park.
OTHER PROPERTY AND SERVICES To provide control accounts and reporting facilities for all other operations.	Includes Private Works, Public Works Overheads, Plant Recovery Costs, Administration Overheads and Unclassified Items

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

BY PROGRAM

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		525	1,425	1,425	2,237	812	57.01%	
General purpose funding - general rates	6	2,889,437	2,889,437	2,889,437	2,892,056	2,619	0.09%	
General purpose funding - other		308,467	406,467	406,467	2,398,303	1,991,836	490.04%	▲
Law, order and public safety		32,950	34,700	34,700	35,548	848	2.44%	
Health		9,050	9,050	9,050	7,917	(1,133)	(12.52%)	
Education and welfare		10,500	17,000	17,000	18,434	1,434	8.43%	
Housing		96,000	96,000	96,000	78,027	(17,973)	(18.72%)	▼
Community amenities		767,830	779,182	779,182	779,243	61	0.01%	
Recreation and culture		93,500	93,500	93,500	150,033	56,533	60.46%	▲
Transport		1,190,627	1,190,627	1,190,627	721,834	(468,793)	(39.37%)	▼
Economic services		252,100	261,300	261,300	255,388	(5,912)	(2.26%)	
Other property and services		88,500	88,500	88,500	58,532	(29,968)	(33.86%)	▼
		5,739,486	5,867,188	5,867,188	7,397,552	1,530,364		
Expenditure from operating activities								
Governance		(545,801)	(551,801)	(551,801)	(395,948)	155,853	28.24%	▲
General purpose funding		(316,323)	(316,323)	(316,323)	(299,231)	17,092	5.40%	
Law, order and public safety		(174,139)	(174,139)	(174,139)	(156,188)	17,951	10.31%	▲
Health		(196,663)	(196,663)	(196,663)	(150,240)	46,423	23.61%	▲
Education and welfare		(225,990)	(267,990)	(267,990)	(226,641)	41,349	15.43%	▲
Housing		(247,717)	(247,717)	(247,717)	(199,680)	48,037	19.39%	▲
Community amenities		(916,604)	(947,804)	(947,804)	(703,022)	244,782	25.83%	▲
Recreation and culture		(1,515,770)	(1,555,770)	(1,555,770)	(1,582,221)	(26,451)	(1.70%)	
Transport		(3,317,171)	(3,552,171)	(3,552,171)	(2,831,453)	720,718	20.29%	▲
Economic services		(732,708)	(732,708)	(732,708)	(643,806)	88,902	12.13%	▲
Other property and services		(201,724)	(201,724)	(201,724)	(56,294)	145,430	72.09%	▲
		(8,390,610)	(8,744,810)	(8,744,810)	(7,244,723)	1,500,087		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	2,143,914	1,933,516	(210,398)	(9.81%)	
Amount attributable to operating		(507,210)	(733,708)	(733,708)	2,086,345	2,820,053		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from Capital grants, subsidies and contributions	14	3,489,854	4,040,517	4,040,517	2,824,864	(1,215,653)	(30.09%)	▼
Proceeds from disposal of assets	7	73,000	73,000	73,000	0	(73,000)	(100.00%)	▼
		3,562,854	4,113,517	4,113,517	2,824,864	0		
Outflows from investing activities								
Payments for Infrastructure	9	(3,438,821)	(4,030,084)	(4,030,084)	(2,517,875)	1,512,209	37.52%	▲
Payments for property, plant and equipment	8	(1,781,787)	(1,914,329)	(1,914,329)	(519,110)	1,395,219	72.88%	▲
		(5,220,608)	(5,944,413)	(5,944,413)	(3,036,985)	2,907,428		
Amount attributable to investing activities		(1,657,754)	(1,830,896)	(1,830,896)	(212,121)	1,618,775		
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	11	316,640	436,640	436,640	156,278	(280,362)	(64.21%)	▼
		316,640	436,640	436,640	156,278	(280,362)		
Outflows from financing activities								
Repayment of debentures	9	(28,156)	(28,156)	(28,156)	(28,156)	0	0.00%	
Transfer to reserves	11	(258,520)	(314,520)	(314,520)	(386,339)	(71,819)	(22.83%)	▼
		(286,676)	(342,676)	(342,676)	(414,495)	(71,819)		
Amount attributable to financing activities		29,964	93,964	93,964	(258,217)	(352,181)		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	2,135,000	2,481,613	2,481,613	2,481,613	0	0.00%	
Amount attributable to operating activities		(507,210)	(733,708)	(733,708)	2,086,345			
Amount attributable to investing activities		(1,657,754)	(1,830,896)	(1,830,896)	(212,121)			
Amount attributable to financing activities		29,964	93,964	93,964	(258,217)			
Surplus or deficit after imposition of general rates	1(c)	0	10,973	10,973	4,097,622			

KEY INFORMATION

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

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

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

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 JUNE 2024

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.

NATURE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION

Depreciation expense raised on all classes of assets.

FINANCE COSTS

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

BY NATURE

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
General rates	6	2,889,437	2,889,437	2,889,437	2,892,056	2,619	0.09%	
Rates excluding general rates	6	8,706	(9,294)	(9,294)	(8,907)	387	(4.17%)	
Grants, subsidies and contributions	13	1,271,451	1,277,951	1,277,951	2,918,388	1,640,437	128.36%	▲
Fees and charges		993,020	1,016,222	1,016,222	960,854	(55,368)	(5.45%)	
Interest revenue		139,020	255,020	255,020	291,843	36,823	14.44%	▲
Other revenue		427,425	427,425	427,425	343,317	(84,108)	(19.68%)	▼
Profit on disposal of assets	7	10,427	10,427	10,427	0	(10,427)	(100.00%)	▼
Gain on FV Adjustment of Financial Asstes through P&L		0	0	0	0	0	0.00%	
		5,739,486	5,867,188	5,867,188	7,397,552	1,530,364		
Expenditure from operating activities								
Employee costs		(2,097,890)	(2,080,890)	(2,080,890)	(1,896,179)	184,711	8.88%	
Materials and contracts		(3,061,072)	(3,431,872)	(3,431,872)	(2,413,782)	1,018,090	29.67%	▲
Utility charges		(385,053)	(385,353)	(385,353)	(350,651)	34,702	9.01%	
Depreciation		(2,150,541)	(2,150,541)	(2,150,541)	(1,926,903)	223,638	10.40%	▲
Finance costs		(15,353)	(15,353)	(15,353)	(12,500)	2,853	18.58%	
Insurance expenses		(260,440)	(260,440)	(260,440)	(270,013)	(9,573)	(3.68%)	
Other expenditure		(420,261)	(420,361)	(420,361)	(374,696)	45,665	10.86%	▲
		(8,390,610)	(8,744,810)	(8,744,810)	(7,244,723)	1,500,087		
Non-cash amounts excluded from operating activities	1(a)	2,143,914	2,143,914	2,143,914	1,933,516	(210,398)	(9.81%)	
Amount attributable to operating activities		(507,210)	(733,708)	(733,708)	2,086,345	2,820,053		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	3,489,854	4,040,517	4,040,517	2,824,864	(1,215,653)	(30.09%)	▼
Proceeds from disposal of assets	7	73,000	73,000	73,000	0	(73,000)	(100.00%)	▼
		3,562,854	4,113,517	4,113,517	2,824,864	(1,288,653)		
Outflows from investing activities								
Payments for infrastructure	8	(3,438,821)	(4,030,084)	(4,030,084)	(2,517,875)	1,512,209	(37.52%)	
Payments for property, plant and equipment	8	(1,781,787)	(1,914,329)	(1,914,329)	(519,110)	1,395,219	(72.88%)	▲
		(5,220,608)	(5,944,413)	(5,944,413)	(3,036,985)	330,123		
						0		
Amount attributable to investing activities		(1,657,754)	(1,830,896)	(1,830,896)	(212,121)	1,618,775		
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	11	316,640	436,640	436,640	156,278	(280,362)	(64.21%)	▼
		316,640	436,640	436,640	156,278	(280,362)		
Outflows from financing activities								
Repayment of borrowings	9	(28,156)	(28,156)	(28,156)	(28,156)	0	0.00%	
Transfer to reserves	11	(258,520)	(314,520)	(314,520)	(386,339)	(71,819)	(22.83%)	▼
		(286,676)	(342,676)	(342,676)	(414,495)	(71,819)		
Amount attributable to financing activities		29,964	93,964	93,964	(258,217)	(352,181)		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	2,135,000	2,481,613	2,481,613	2,481,613	0	0.00%	
Amount attributable to operating activities		(507,210)	(733,708)	(733,708)	2,086,345	2,820,053	(384.36%)	
Amount attributable to investing activities		(1,657,754)	(1,830,896)	(1,830,896)	(212,121)	1,618,775	(88.41%)	
Amount attributable to financing activities		29,964	93,964	93,964	(258,217)	(352,181)	(374.80%)	
Surplus or deficit after imposition of general rates	1(c)	0	10,973	10,973	4,097,622			

KEY INFORMATION

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

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

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

STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2024

	30 June 2023	30 June 2024
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	9,688,904	10,766,347
Trade and other receivables	499,237	535,587
Inventories	8,639	8,639
Other assets	20,750	0
TOTAL CURRENT ASSETS	10,217,530	11,310,573
NON-CURRENT ASSETS		
Trade and other receivables	14,282	14,282
Other financial assets	61,117	61,117
Property, plant and equipment	30,108,789	29,947,339
Infrastructure	61,421,056	62,692,587
TOTAL NON-CURRENT ASSETS	91,605,244	92,715,326
TOTAL ASSETS	101,822,774	104,025,899
CURRENT LIABILITIES		
Trade and other payables	655,356	183,165
Other liabilities	274,221	0
Borrowings	28,156	0
Employee related provisions	313,930	313,930
TOTAL CURRENT LIABILITIES	1,271,664	497,095
NON-CURRENT LIABILITIES		
Borrowings	391,073	391,073
Employee related provisions	38,855	38,855
TOTAL NON-CURRENT LIABILITIES	429,928	429,928
TOTAL LIABILITIES	1,701,592	927,024
NET ASSETS	100,121,182	103,098,875
EQUITY		
Retained surplus	37,092,522	39,840,155
Reserve accounts	6,732,381	6,962,442
Revaluation surplus	56,296,279	56,296,279
TOTAL EQUITY	100,121,182	103,098,875

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

BASIS OF PREPARATION

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 June 2024

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities					
		\$	\$	\$	\$
Adjustments to operating activities					
Less: Profit on asset disposals	7	(10,427)	(10,427)	(10,427)	0
Less: Movement in liabilities associated with restricted cash		3,800	3,800	3,800	6,614
Add: Depreciation on assets		2,150,541	2,150,541	2,150,541	1,926,903
Total non-cash items excluded from operating activities		2,143,914	2,143,914	2,143,914	1,933,516

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

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

		Last Year Closing	This Time Last Year	Year to Date
		30 June 2023	30 Jun 2023	30 Jun 2024
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(6,732,381)	(6,732,381)	(6,962,442)
Add Back: Component of Leave Liability not Required to be F	12	239,972	239,972	246,586
Add: Borrowings	9	28,156	28,156	0
Total adjustments to net current assets		(6,464,253)	(6,464,253)	(6,715,856)

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

Current assets

Cash and cash equivalents	2	9,687,207	9,687,207	10,762,771
Rates receivables	3	443,606	443,606	474,906
Receivables	3	55,631	55,631	60,681
Other current assets	4	29,389	29,389	8,639

Less: Current liabilities

Payables	5	(653,659)	(653,659)	(181,081)
Borrowings	9	(28,156)	(28,156)	0
Contract liabilities	12	(274,221)	(274,221)	0
Provisions	12	(313,930)	(313,930)	(313,930)

Less: Total adjustments to net current assets	1(b)	(6,464,253)	(6,464,253)	(6,715,856)
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Closing funding surplus / (deficit)		* 2,481,613	2,481,613	4,096,131
--	--	--------------------	------------------	------------------

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

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Cash On Hand	Cash and cash equivalents	400		400			NIL	On Hand
At Call Deposits								
Municipal Cash at Bank	Cash and cash equivalents	2,702,694		2,702,694		Bankwest	2.50%	At Call
Muni Business Telenet Saver	Cash and cash equivalents	1,099,286		1,099,286		Bankwest	2.50%	At Call
CAB - Future Fund Grant (Interest) Reserve	Cash and cash equivalents	0	275,717	275,717		Bankwest	2.50%	At Call
CAB - Leave Reserve Account	Cash and cash equivalents	0	246,586	246,586		Bankwest	2.50%	At Call
CAB - Swimming Pool Reserve	Cash and cash equivalents	0	146,097	146,097		Bankwest	2.50%	At Call
CAB - Plant Replacement Reserve	Cash and cash equivalents	0	610,777	610,777		Bankwest	2.50%	At Call
CAB - Capital Works Reserve	Cash and cash equivalents	0	553,720	553,720		Bankwest	2.50%	At Call
CAB - Sewerage Reserve	Cash and cash equivalents	0	459,973	459,973		Bankwest	2.50%	At Call
CAB - Community & Economic Development Reserve	Cash and cash equivalents	0	863,768	863,768		Bankwest	2.50%	At Call
CAB - Future Funds (Principal) Reserve	Cash and cash equivalents	0	466,034	466,034		Bankwest	2.50%	At Call
CAB - Legal Reserve	Cash and cash equivalents	0	47,671	47,671		Bankwest	2.50%	At Call
CAB - Emergency Response Reserve	Cash and cash equivalents	0	269,310	269,310		Bankwest	2.50%	At Call
CAB - Aged Care Units 1-4 (JVA) Reserve	Cash and cash equivalents	0	74,082	74,082		Bankwest	2.50%	At Call
CAB - Aged Care Units (Excl. 1-4) Reserve	Cash and cash equivalents	0	286,425	286,425		Bankwest	2.50%	At Call
CAB - Jones Lake Road Rehab Reserve	Cash and cash equivalents	0	176,063	176,063		Bankwest	2.50%	At Call
CAB - Morawa-Yalgoo Road Maintenance Reserve	Cash and cash equivalents	0	147,708	147,708		Bankwest	2.50%	At Call
CAB - Insurance Works Reserve	Cash and cash equivalents	0	238,510	238,510		Bankwest	2.50%	At Call
Term Deposits		0						
TD: ... 8410 (Future Funds 1)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	3/07/2024
TD: ... 8428 (Future Funds 2)	Cash and cash equivalents	0	800,000	800,000		Bankwest	3.50%	3/07/2024
TD: ... 8436 (Community Development Fund)	Cash and cash equivalents	0	500,000	500,000		Bankwest	3.50%	3/07/2024
Trust Deposits								
Trust Bank	Cash and cash equivalents	0			1,525		0.00%	At Call
Total		3,802,380	6,962,442	10,764,822	1,525			
Comprising								
Cash and cash equivalents		3,802,380	6,962,442	10,764,822	1,525			
		3,802,380	6,962,442	10,764,822	1,525			

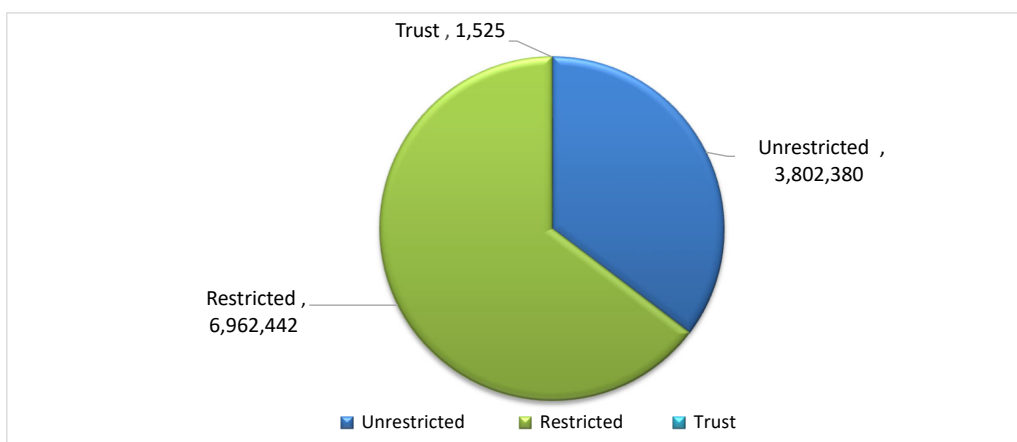
KEY INFORMATION

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

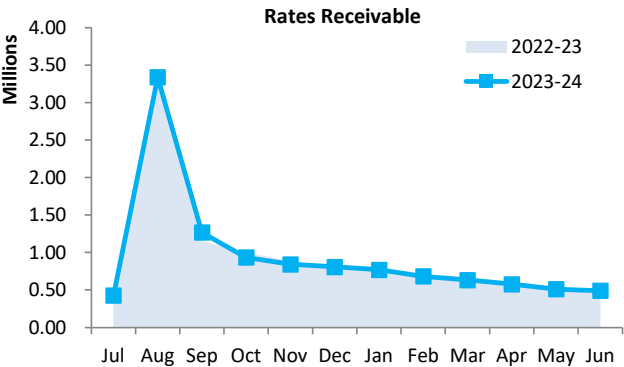
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 June 2023	30 Jun 2024
	\$	\$
Opening arrears previous years	556,973	457,888
Levied this year	3,052,549	3,442,156
Less - collections to date	(3,151,634)	(3,410,856)
Equals current outstanding	457,888	489,188
Net rates collectable	457,888	489,188
% Collected	87.3%	87.5%

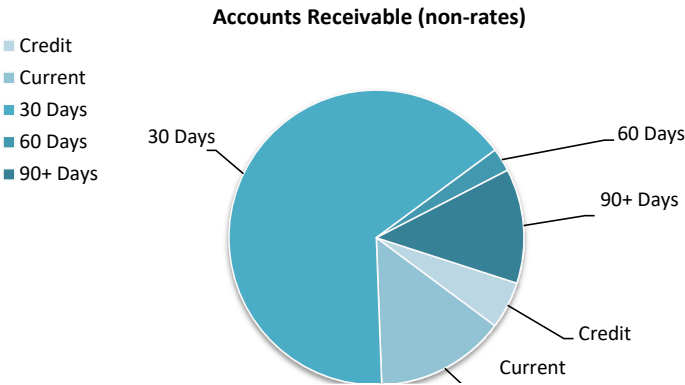


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(2,453)	6,717	30,871	1,213	5,931	42,279
Percentage	(5.8%)	15.9%	73%	2.9%	14%	
Balance per trial balance						
Sundry receivable						42,279
GST receivable						37,795
Increase in Allowance for impairment of receivables from contracts with customers						(25,012)
Rates Pensioner Rebate Allowed/Received						5,619
Total receivables general outstanding						60,681

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.



	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 Jun 2024
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, Oils and Materials on Hand	8,639	0	0	8,639
Other current assets				
Accrued income	20,750	0	(20,750)	0
Total other current assets	29,389	0	(20,750)	8,639
Amounts shown above include GST (where applicable)				

KEY INFORMATION

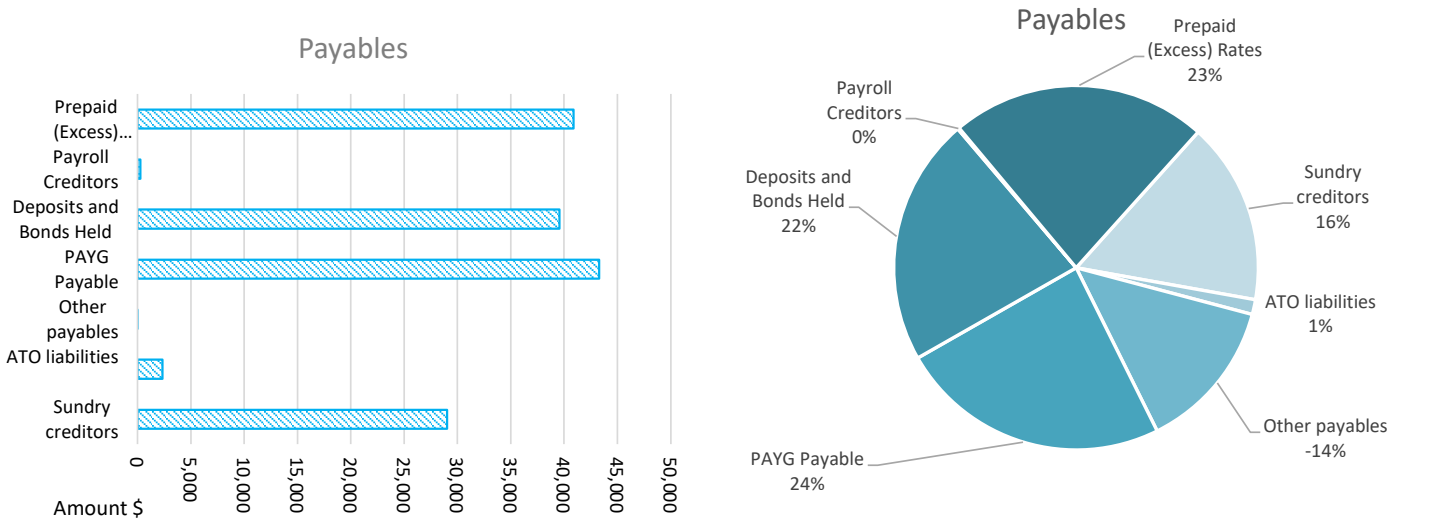
Inventory

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	29,040	0	0	0	29,040
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						29,040
ATO liabilities						2,337
Other payables						(24,336)
PAYG Payable						43,283
Deposits and Bonds Held						39,580
Payroll Creditors						265
Prepaid (Excess) Rates						40,904
Total payables general outstanding						181,641
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



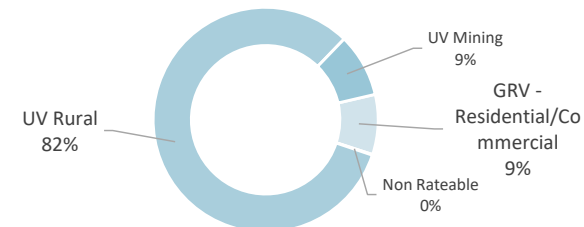
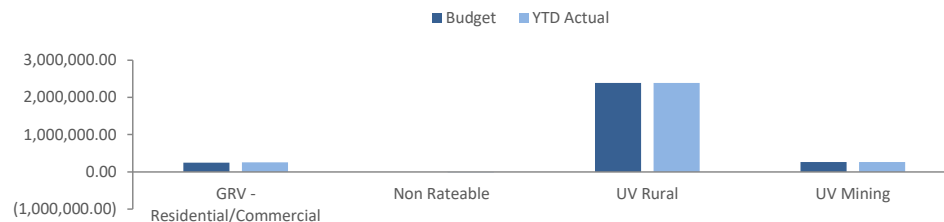
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

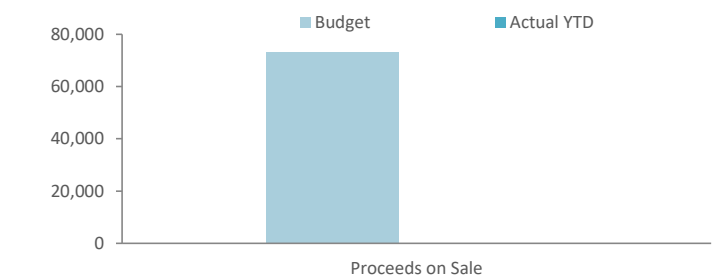
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
Gross rental valuations											
GRV - Residential/Commercial	0.088342	268	2,799,272	247,293	0.00	0.00	247,293.00	247,293	1,631	1,610	250,535
Non Rateable	0.000000	137	494,713	0	0.00	0.00	0.00	0	0	(2,380)	(2,380)
Unimproved value											
UV Rural	0.022728	209	105,039,500	2,387,338	0.00	0.00	2,387,338.00	2,387,338	(2,280)	2,627	2,387,685
UV Mining	0.301974	30	873,066	263,643	0.00	0.00	263,643.00	263,643	1,198	41	264,882
Sub-Total		644	109,206,551	2,898,274	0	0	2,898,274	2,898,274	549	1,898	2,900,722
Minimum payment	Minimum \$										
Gross rental valuations											
GRV - Residential/Commercial	339	46	27,993	15,594	0	0	15,594	15,594	50	0	15,644
Unimproved value											
UV Rural	339	7	47,900	2,373	0	0	2,373	2,373	0	0	2,373
UV Mining	683	12	13,674	8,196	0	0	8,196	8,196	0	0	8,196
Sub-total		65	89,567	26,163	0	0	26,163	26,163	50	0	26,213
		709	109,296,118	2,924,437	0	0	2,924,437	2,924,437	599	1,898	2,926,935
Discount							(35,000)				(34,878)
Amount from general rates							2,889,437				2,892,056
Rates Written Off							(19,500)				(19,113)
Ex-gratia rates		0	0	10,206	0.00	0.00	10,206				10,206
Total general rates							2,880,143				2,883,150

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.



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



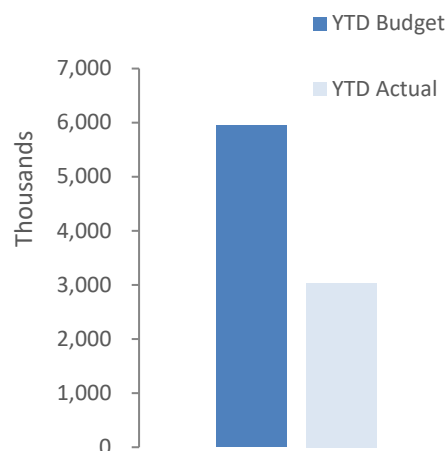
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

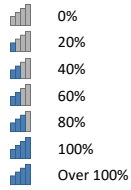
Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
		\$	\$	\$	\$
Land and Buildings	1,271,787	1,219,329	1,219,329	352,346	(866,983)
Plant and equipment	510,000	695,000	695,000	166,764	(528,236)
Infrastructure - roads	2,720,000	2,765,000	2,765,000	1,823,793	(941,207)
Infrastructure - Footpaths	74,650	74,650	74,650	70,487	(4,163)
Infrastructure - Drainage	30,000	168,066	168,066	5,850	(162,216)
Infrastructure - Parks & Ovals	201,640	454,237	454,237	165,456	(288,781)
Infrastructure - Sewerage	30,000	30,000	30,000	0	(30,000)
Infrastructure - Playground Equipment	12,318	12,318	12,318	5,103	(7,215)
Infrastructure - Other	206,857	397,457	397,457	318,887	(78,570)
Infrastructure - Airfields	163,356	128,356	128,356	128,299	(57)
Payments for Capital Acquisitions	5,220,608	5,944,413	5,944,413	3,036,985	(2,907,428)
Capital Acquisitions Funded By:					
		\$	\$	\$	\$
Capital grants and contributions	3,489,854	4,040,517	4,040,517	2,824,864	(1,215,653)
Other (disposals & C/Fwd)	73,000	73,000	73,000	0	(73,000)
Cash backed reserves					
Plant Replacement Reserve	0	120,000	0	0	0 #
Future Fund Grants (Interest) Reserve	0	10,000	0	0	0
Unspent Loans Reserve	0	101,640	0	101,640	101,640
Morawa-Yalgoo Road Maintenance Reserve	0	30,000	0	0	0
Insurance Works Reserve	0	175,000	0	11,490	11,490
Contribution - operations	1,657,754	1,394,256	1,830,896	55,843	(1,775,054)
Capital funding total	5,220,608	5,944,413	5,944,413	3,036,985	(2,907,428)

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
Buildings					
Land & Buildings Renewal - Other Culture		(8,000)	(4,040)	(4,040)	0 4,040
Purchase Land & Buildings		(70,000)	(98,960)	(98,960)	(79,827) 19,133
Old Roads Board Building - Storage, entrance, water tank		(221,430)	(156,430)	(156,430)	(123,217) 33,213
Recreation Centre - Renewals		(700,000)	(700,000)	(700,000)	0 700,000
Purchase Land and Buildings		(20,000)	(20,000)	(20,000)	0 20,000
Caravan Park Disabled Toilets Addition		(152,357)	(139,899)	(139,899)	(144,171) (4,272)
Admin Office Upgrade/Renewal		(100,000)	(100,000)	(100,000)	(5,132) 94,868
		(1,271,787)	(1,219,329)	(1,219,329)	(352,346) 866,983
Plant & Equipment					
Purchase Plant & Equipment - Road Plant Purchases		(510,000)	(695,000)	(695,000)	(166,764) 528,236
		(510,000)	(695,000)	(695,000)	(166,764) 528,236
Furniture & Equipment					
Purchase Furniture & Equipment Administration		0	0	0	0 0
		0	0	0	0 0
Infrastructure Other					
Canna - Fire Water Tank		0	0	0	(40,803) (40,803)
Gutha - Fire Water Tank		0	0	0	(37,521) (37,521)
Cemetery Entrance Road & Carpark		(96,857)	(161,857)	(161,857)	(151,013) 0
Street Lights - Townsite Roads		(110,000)	(110,000)	(110,000)	(79,260) 30,740
Other Infrastructure - Fire Prevention		0	(125,600)	(125,600)	(10,290) 115,310
		(206,857)	(397,457)	(397,457)	(318,887) 67,726
Infrastructure Sewerage					
Sewerage Upgrade		(30,000)	(30,000)	(30,000)	0 30,000
		(30,000)	(30,000)	(30,000)	0 30,000
Infrastructure Parks & Ovals					
Electric Vehicle Charging Stations		(50,000)	(50,000)	(50,000)	(25,356) 24,644
Netball Courts - Shed Replacement		(101,640)	(101,640)	(101,640)	(85,399) 16,241
Tennis Club - Renewals		0	(35,000)	(35,000)	(7,300) 27,700
Solomon Terrace Redevelopment		0	(217,597)	(217,597)	(12,002) 205,595
Fence Behind Ablutions on Main Street		0	0	0	(35,400) (35,400)
Purchase Infrastructure parks & Gardens		(50,000)	(50,000)	(50,000)	0 50,000
		(201,640)	(454,237)	(454,237)	(165,456) 288,781
Infrastructure Roads					
Morawa Yalgoo Road		(750,000)	(750,000)	(750,000)	(795,169) (45,169)
Nanekine Road		(450,000)	(450,000)	(450,000)	(461,565) (11,565)
Black Spot Evaside Rd Expenditure		0	(45,000)	(45,000)	(18,750) 26,250
State Freight Network		(1,000,000)	(1,000,000)	(1,000,000)	0 1,000,000
Gutha West Rd		(100,000)	(100,000)	(100,000)	(87,366) 12,634
White Road - Gravel Resheeting		(100,000)	(100,000)	(100,000)	(122,884) (22,884)
Norton Road		(100,000)	(100,000)	(100,000)	(156,372) (56,372)
Stephens Road		0	0	0	(38,504) (38,504)
Collins Road		(100,000)	(100,000)	(100,000)	(95,386) 4,614
Sign Renewals		(20,000)	(20,000)	(20,000)	(874) 19,126
Townsite Roads		(50,000)	(100,000)	(50,000)	(46,923) 3,077
Kerbing Construction - Townsite Roads		(50,000)	(50,000)	(50,000)	0 50,000
		(2,720,000)	(2,815,000)	(2,765,000)	(1,823,793) 941,207
Infrastructure Footpaths					
Granville Street - Footpath		(74,650)	(74,650)	(74,650)	(70,487) 4,163
		(74,650)	(74,650)	(74,650)	(70,487) 4,163
Infrastructure Drainage					
Drainage Construction		(30,000)	(168,066)	(168,066)	(5,850) 162,216
		(30,000)	(168,066)	(168,066)	(5,850) 162,216
Infrastructure - Playground Equipment					
Purchase Playground Equipment		(12,318)	(12,318)	(12,318)	(5,103) 7,215
		(12,318)	(12,318)	(12,318)	(5,103) 7,215
Infrastructure Aerodrome					
Aerodrome - Vermin Proof Fence		(163,356)	(128,356)	(128,356)	(128,299) 57
		(163,356)	(128,356)	(128,356)	(128,299) 57
		(5,220,608)	(5,994,413)	(5,944,413)	(3,036,985) 2,896,585

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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	Amended Budget	Actual	Adopted Budget	Actual	Adopted Budget	Actual	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
24 Harley Street - Staff Housing	136	249,285	0	0	15,789	15,789	233,496	233,496	10,119	11,443
Recreation and culture										
Netball Courts Redevelopment	139	169,944	0	0	12,367	12,367	157,577	157,577	2,380	3,910
Total		419,229	0	0	28,156	28,156	391,073	391,073	12,500	15,353
Current borrowings		28,156					0			
Non-current borrowings		391,073					391,073			
		419,229					391,073			

All debenture repayments were financed by general purpose revenue.

Unspent borrowings

Particulars	Date Borrowed	Unspent Balance 30/06/2023	Borrowed During Year	Expended During Year	Unspent Balance 30 Jun 2024
		\$	\$	\$	\$
New Shed	1 Sep 2020	99,535	0	(99,535)	0
		99,535	0	(99,535)	0

KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES**

The Shire has no lease liabilities to report as at 30 June 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.

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	4,410	6,614	0	0	0	0	244,382	246,586
Plant Replacement Reserve	594,395	10,925	16,382	0	0	(120,000)	0	485,320	610,777
Capital Works Reserve	490,210	9,010	13,511	50,000	50,000	0	0	549,220	553,720
Community & Economic Development Reserve	1,284,516	31,000	36,103	0	43,150	0	0	1,315,516	1,363,768
Sewerage Reserve	389,246	7,155	10,728	60,000	60,000	0	0	456,401	459,973
Future Fund Grants (Interest) Reserve	230,280	48,420	45,438	0	0	(10,000)	0	268,700	275,717
Future Fund (Principal) Reserve	2,046,821	16,755	19,213	0	0	0	0	2,063,576	2,066,034
Aged Care Units (Excl. 1-4) Reserve	269,011	4,944	7,414	10,000	10,000	0	0	283,955	286,425
Unspent Loans Reserve	101,640	0	0	0	0	(101,640)	(101,640)	(0)	0
Legal Fees Reserve	36,661	675	1,010	10,000	10,000	0	0	47,336	47,671
Emergency Response Reserve	262,087	4,850	7,223	0	0	0	0	266,937	269,310
Aged Care Units 1-4 (JVA) Reserve	72,095	1,325	1,987	0	0	0	0	73,420	74,082
Swimming Pool Reserve	122,715	2,256	3,382	20,000	20,000	0	0	144,971	146,097
COVID-19 Emergency Response Reserve	43,149	0	0	0	0	0	(43,149)	43,149	0
Jones Lake Road Rehab Reserve	151,877	2,795	4,186	20,000	20,000	0	0	174,672	176,063
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)	(11,490)	75,000	238,510
	6,732,381	144,520	173,189	170,000	213,150	(436,640)	(156,278)	6,610,261	6,962,442

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 Jun 2024
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		274,221	0	0	(274,221)	0
Total other liabilities		274,221	0	0	(274,221)	0
Provisions						
Provision for annual leave		156,384	0	0	0	156,384
Provision for long service leave		157,547	0	0	0	157,547
Total Provisions		313,931	0	0	0	313,931
Total other current liabilities		588,152	0	0	(274,221)	313,931
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

0%

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.

Grants, subsidies and contributions revenue

Provider	Adopted Budget Revenue	Amended Budget Revenue	Amended YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Grants, contributions and subsidies						
General purpose funding						
Grants- FAGS WALGGC - General	80,823	80,823	80,823	80,823	(1,272,680)	1,353,503
Grants- FAGS WALGGC - Local Roads	40,428	40,428	40,428	40,428	(683,321)	723,749
Law, order, public safety						
Grant - ESL BFB Operating Grant	21,590	21,590	21,590	21,590	1,743	19,847
Grant - YES Cadets	5,360	5,360	5,360	5,360	0	5,360
Education and welfare						
Grant - Youth Events	5,000	11,500	11,500	11,500	(4,864)	16,364
Other Income	2,000	2,000	2,000	2,000	2,000	0
Community amenities						
Grants Income	20,000	20,000	20,000	20,000	(20,000)	40,000
Drummuster Contribution	250	250	250	250	250	0
Grant Income	200,000	200,000	200,000	200,000	0	200,000
Community Benefit Contribution	20,000	20,000	20,000	20,000	5,000	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	1,000	1,000	1,000	0
Recreation and culture						
Grant Income - Arts & Culture Plan GEN	25,000	25,000	25,000	25,000	0	25,000
Grant - NAIDOC week	2,000	2,000	2,000	2,000	(20,727)	22,727
Australia Day Grant	2,000	2,000	2,000	2,000	(13,000)	15,000
Transport						
Grant - Main Roads - Direct	166,000	166,000	166,000	166,000	(10,993)	176,993
Street Light Subsidy	5,000	5,000	5,000	5,000	(72)	5,072
Maintenance Contribution -Silverlake - Morawa Yalgoo Road	100,000	100,000	100,000	100,000	25,302	74,698
Flood Damage Reimbursements	500,000	500,000	500,000	500,000	500,000	0
Road Maintenance Contribution	55,000	55,000	55,000	55,000	(150,594)	205,594
Other property and services						
Income related to Unclassified	1,000	1,000	1,000	1,000	1,000	0
TOTALS	1,271,451	1,277,951	1,277,951	1,277,951	(1,640,437)	2,918,388

Capital grants, subsidies and contributions revenue						
Provider	Adopted Budget Revenue	Amended Budget Revenue	Amended YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Capital grants and subsidies						
Law, order, public safety						
Grant - Dept Water & Environment	0	175,000	175,000	175,000	31,045	143,955
Community amenities						
Grants - LRCIP GEN	266,041	331,041	331,041	331,041	201,752	129,289
Recreation and culture						
Grant - LRCIP - Old Roads Board Building	258,340	193,340	193,340	193,340	84,768	108,572
Grant - Non Operating Contributions	500,000	500,000	500,000	500,000	(10,000)	510,000
Grant - Income - LRCIP	0	217,597	217,597	217,597	(35,662)	253,259
Transport						
Grant - Regional Road Group - Road Projects	800,000	800,000	800,000	800,000	0	800,000
Grant - Roads to Recovery	400,000	400,000	400,000	400,000	(69,636)	469,636
Grant - Black Spot Income	0	30,000	30,000	30,000	6,000	24,000
Grant - WA Bicycle Network	37,325	37,325	37,325	37,325	0	37,325
MWSGF	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	0
Grant - Airstrip Upgrade	81,678	71,678	71,678	71,678	815	70,863
Grant LRCI Income - Construction	0	138,066	138,066	138,066	0	138,066
Economic services						
Grant - LRCIP - Tourism & Area Development. GEN	146,470	146,470	146,470	146,470	6,571	139,899
	3,489,854	4,040,517	4,040,517	4,040,517	1,215,653	2,824,864

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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 1 July 2023	Amount Received	Amount Paid	Closing Balance 30 Jun 2024
	\$	\$	\$	\$
Drug Action Group	660	0	0	660
Youth Fund Raising	865	0	0	865
BRB/BCITF	172	0	(172)	0
	1,697	0	(172)	1,525

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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
	\$	%				
Revenue from operating activities						
General purpose funding - other	1,991,836	490.04%	▲	Receipt pf 24-25 FAGS Grant.		
Housing	(17,973)	(18.72%)	▼			
				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.		
Recreation and culture	56,533	60.46%	▲			
Transport	(468,793)	(39.37%)	▼			
				Income from Private Work tracking higher than budgeted.		
Other property and services	(29,968)	(33.86%)	▼			
Expenditure from operating activities						
Governance	155,853	28.24%	▲	The phasing of various Governance expenditure budgets differ from actuals.		
General purpose funding	17,092	5.40%		The phasing of various budgets for the Rates sub program differ from actuals.		
Law, order and public safety	17,951	10.31%	▲	Various Bushfire expenditure budgets tracking lower than budgeted.		
Health	46,423	23.61%	▲	Environmental Health Officer expenditure tracking lower than budgeted and the phasing of various Other Health expenditure budgets differs from actuals.		
Education and welfare	41,349	15.43%	▲	Other Welfare expenditure tracking lower than budgeted.		
				Community Development Officer position not filled for most of the year.		
Housing	48,037	19.39%	▲	Other Housing & Aged Housing expenditure is tracking lower than budgeted.		
Community amenities	244,782	25.83%	▲	Budgeted Town Clean Day expenditure not yet to happen. Domestic Refuse Collection costs under budget.		
Transport	720,718	20.29%	▲	Depreciation expense expected to be less than budget following the fair value valuations that occurred as at 30 June 2023.		
Economic services	88,902	12.13%	▲	The phasing of Area Promotion expenditure budgets differs from actuals.		
Other property and services	145,430	72.09%	▲	Insurance claim expenditure tracking lower than budgeted.		
Investing activities						
Proceeds from Capital grants, subsidies and contributions	(1,215,653)	(30.09%)	▼			
Proceeds from disposal of assets	(73,000)	(100.00%)	▼	Disposal of assets, has not happen in year.		
Payments for Infrastructure	1,512,209	37.52%	▲	Payments for Infrastructure are tracking lower than budgeted due to phasing.		
Payments for property, plant and equipment	1,395,219	72.88%	▲	Payments for property, plant and equipment are tracking lower than budgeted due to phasing.		
Financing activities						
						0%
Transfer from reserves	(280,362)	(64.21%)	▼			
Transfer to reserves	(71,819)	(22.83%)	▼			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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
				\$	\$	\$	\$
	Change in opening surplus since budget adoption						346,614
03135	Rates Written-off	231105	Operating Revenue			(18,000)	328,614
04230	Other Income - Governance General	231105	Operating Revenue		400		329,014
05124	Grant - Dept Water & Environment	231105	Operating Revenue		5,000		334,014
05152	Other Infrastructure - Fire Prevention	231105	Capital Expenses			(5,000)	329,014
10231	Commercial Rubbish Collection Charges	231105	Operating Revenue		11,352		340,366
11309	Other Expenses - Other Rec & Sport	231105	Operating Expenses			(40,000)	300,366
11653	Land & Buildings Renewal - Other Culture	231105	Capital Expenses		3,960		304,326
09151	Land & Buildings Renewal - Other Culture	231105	Capital Expenses			(3,960)	300,366
13733	Other Income - Economic Development	231105	Operating Revenue		4,000		304,366
11358	Infrastructure - Parks & Ovals GEN	231105	Capital Expenses			(35,000)	269,366
03223	Interest Received - Municipal Account	240316	Operating Revenue		60,000		329,366
03224	Interest Received - Reserve Accounts	240316	Operating Revenue		56,000		385,366
03402	Transfer interest To Legal Reserve	240316	Capital Expenses			(255)	385,111
04101	Council Election Expenses	240316	Operating Expenses			(3,000)	382,111
04103	Refreshments & Receptions	240316	Operating Expenses			(3,000)	379,111
04230	Other Income - Governance General	240316	Operating Revenue		500		379,611
05124	Grant - Dept Water & Environment	240316	Operating Revenue		170,000		549,611
05152	Other Infrastructure - Fire Prevention	240316	Capital Expenses			(120,600)	429,011
05220	Fines And Penalties	240316	Operating Revenue		1,000		430,011
05221	Dog Registration Fees	240316	Operating Revenue		750		430,761
07703	Drs Surgery Operating Exp	240316	Operating Expenses			(5,000)	425,761
07709	Housing Costs Allocated	240316	Operating Expenses		5,000		430,761
08303	Ecec Centre	240316	Operating Expenses			(30,000)	400,761
08613	Grant Expense	240316	Operating Expenses			(12,000)	388,761
08661	Grant Income - Youth	240316	Operating Revenue		6,500		395,261
09151	Purchase Land & Buildings	240316	Capital Expenses			(25,000)	370,261
09355	Trf Interest To Aged Care Units 1-4 (Jva) Reserve	240316	Capital Expenses			(125)	370,136
09356	Trf Interest To Aged Care Units (Excl. 1-4) Reserve	240316	Capital Expenses			(944)	369,192
10102	Landfill Maintenance Costs	240316	Operating Expenses			(15,000)	354,192
10156	Transfer Interest to Rehab Reserve	240316	Capital Expenses			(1,195)	352,997
10205	Waste Management Strategy	240316	Operating Expenses			(15,000)	337,997
10304	Transfer Interest to Sewerage Reserve	240316	Capital Expenses			(1,955)	336,042
10708	Hairdressing Salon Expenditure	240316	Operating Expenses			(1,200)	334,842
10743	Grants - LRCIP	240316	Operating Revenue		65,000		399,842
10752	Infrastructure Other	240316	Capital Expenses			(65,000)	0
11140	Grants-Lrcip	240316	Operating Revenue			(65,000)	(65,000)
11332	Grant Income - Lrcip	240316	Operating Revenue		217,597		152,597
11151	Land & Buildings	240316	Capital Revenue		65,000		217,597
11272	Transfer Interest to Reserve	240316	Capital Expenses			(556)	217,041
11358	Infrastructure - Parks & Ovals	240316	Capital Expenses			(217,597)	(556)
12206	Maint - Depot	240316	Operating Expenses			(25,000)	(25,556)
12215	Flood Damage	240316	Operating Expenses			(200,000)	(225,556)
12601	Aerodromes Terminal Building Mtce/Ops	240316	Operating Expenses			(10,000)	(235,556)
12133	Black Spot Grant Income	240316	Operating Revenue		30,000		(205,556)
12137	LRCIP Grant Income - Transport	240316	Operating Revenue		138,066		(67,490)
12633	Aerodrome Grant	240316	Operating Revenue			(10,000)	(77,490)
12150	Rural Roads Construction	240316	Capital Expenses			(45,000)	(122,490)
12156	Drainage Construction	240316	Capital Expenses			(138,066)	(260,556)
12162	Transfer Interest to Road Reserve	240316	Capital Expenses			(650)	(261,206)
12303	Transfer Interest to Plant Reserve	240316	Capital Expenses			(1,425)	(262,631)
12350	Plant & Equipment	240316	Capital Expenses			(185,000)	(447,631)
12340	Transfer from Reserve	240316	Capital Revenue		120,000		(327,631)
12651	Infrastructure	240316	Capital Expenses		35,000		(292,631)
13743	Income - Business Unit 8	240316	Operating Revenue		5,000		(287,631)
13333	Building Services Levy (Bsl) - Transactions	240316	Operating Revenue		100		(287,531)
13334	Construction Traning Fund (Ctf) - Transactions	240316	Operating Revenue		100		(287,431)
13251	Land & Buildings	240316	Capital Expenses		12,458		(274,973)
13756	Tf Int to Community Develop Reserve	240316	Capital Expenses			(12,000)	(286,973)
13758	Trf Int to Morawa Community Future Fund	240316	Capital Expenses			(27,220)	(314,193)
13759	Trf Interest to Future Fund Reserve	240316	Capital Expenses			(6,655)	(320,848)
14654	Transfer Interest To Leave Reserve	240316	Capital Expenses			(610)	(321,458)
14657	Transfer interest to capital works reserve	240316	Capital Expenses			(2,410)	(323,868)
				0	1,012,783	(1,348,423)	(323,868)

Shire of Morawa

SCHEDULE 02 - GENERAL FUND SUMMARY Financial Statement for Period Ended 30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
OPERATING								
General Purpose Funding	3,197,904	316,323	3,295,904	316,323	3,295,904	316,323	5,290,360	299,231
Governance	525	545,801	1,425	551,801	1,425	551,801	2,237	395,948
Law, Order, Public Safety	32,950	174,139	209,700	174,139	209,700	174,139	179,503	156,188
Health	9,050	196,663	9,050	196,663	9,050	196,663	7,917	150,240
Education & Welfare	10,500	225,990	17,000	267,990	17,000	267,990	18,434	226,641
Housing	96,000	247,717	96,000	247,717	96,000	247,717	78,027	199,680
Community Amenities	1,033,871	916,604	1,110,223	947,804	1,110,223	947,804	908,532	703,022
Recreation & Culture	851,840	1,515,770	1,004,437	1,555,770	1,004,437	1,555,770	1,021,864	1,582,221
Transport	3,509,630	3,317,171	3,667,696	3,552,171	3,667,696	3,552,171	2,261,725	2,831,453
Economic Services	398,570	732,708	407,770	732,708	407,770	732,708	395,287	643,806
Other Property & Services	88,500	201,724	88,500	201,724	88,500	201,724	58,532	56,294
TOTAL - OPERATING	9,229,340	8,390,610	9,907,705	8,744,810	9,907,705	8,744,810	10,222,416	7,244,723
CAPITAL								
General Purpose Funding	0	10,420	0	10,675	0	10,675	0	11,010
Governance	0	0	0	0	0	0	0	0
Law, Order, Public Safety	0	0	0	125,600	0	125,600	0	88,613
Health	0	0	0	0	0	0	43,149	0
Education & Welfare	0	0	0	0	0	0	0	0
Housing	0	100,989	0	131,018	0	131,018	0	115,017
Community Amenities	0	213,657	0	281,807	0	281,807	0	245,927
Recreation & Culture	101,640	1,177,455	101,640	1,361,648	101,640	1,361,648	101,639	329,525
Transport	30,000	3,641,706	150,000	3,976,847	150,000	3,976,847	0	2,298,058
Economic Services	10,000	202,657	10,000	236,074	10,000	236,074	0	288,073
Other Property & Services	175,000	160,400	175,000	163,420	175,000	163,420	11,490	75,256
TOTAL - CAPITAL	316,640	5,507,284	436,640	6,287,089	436,640	6,287,089	156,277	3,451,478
	9,545,980	13,897,894	10,344,345	15,031,899	10,344,345	15,031,899	10,378,693	10,696,201
Less Depreciation Written Back		(2,150,541)		(2,150,541)		(2,150,541)		(1,926,903)
Less Profit/Loss Written Back	(10,427)	0	(10,427)	0	(10,427)	0	0	0
Less Movement in Leave Reserve		(3,800)		(3,800)		(3,800)		(6,614)
Plus Proceeds from Sale of Assets	73,000		73,000		73,000		0	
TOTAL REVENUE & EXPENDITURE	9,608,553	11,743,553	10,406,918	12,877,558	10,406,918	12,877,558	10,378,693	8,762,685
Surplus/Deficit July 1st B/Fwd	2,135,000		2,481,614		2,481,614		2,481,613	
	11,743,553	11,743,553	12,888,532	12,877,558	12,888,532	12,877,558	12,860,306	8,762,685
Surplus/Deficit C/Fwd		0		10,974		10,974		4,097,622
	11,743,553	11,743,553	12,888,532	12,888,532	12,888,532	12,888,532	12,860,306	12,860,306

Shire of Morawa
SCHEDULE 03 - GENERAL PURPOSE FUNDING
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Rates		257,510		257,510		257,510		248,769
Other General Purpose Funding		58,813		58,813		58,813		50,463
<u>OPERATING REVENUE</u>								
Rates	2,970,133		2,952,133		2,952,133		2,950,670	
Other General Purpose Funding	227,771		343,771		343,771		2,339,690	
SUB-TOTAL	3,197,904	316,323	3,295,904	316,323	3,295,904	316,323	5,290,360	299,231
<u>CAPITAL EXPENDITURE</u>								
Rates		0		0		0		0
Other General Purpose Funding		10,420		10,675		10,675		11,010
<u>CAPITAL REVENUE</u>								
Rates	0		0		0		0	
Other General Purpose Funding	0		0		0		0	
SUB-TOTAL	0	10,420	0	10,675	0	10,675	0	11,010
TOTAL -	3,197,904	326,743	3,295,904	326,998	3,295,904	326,998	5,290,360	310,241

Shire of Morawa
SCHEDULE 04 - GOVERNANCE
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Members of Council		452,801		458,801		458,801		388,529
Governance General		93,000		93,000		93,000		7,419
<u>OPERATING REVENUE</u>								
Members of Council	25		25		25		82	
Governance General	500		1,400		1,400		2,156	
SUB-TOTAL	525	545,801	1,425	551,801	1,425	551,801	2,237	395,948
<u>CAPITAL EXPENDITURE</u>								
Members of Council		0		0		0		0
Governance General		0		0		0		0
<u>CAPITAL REVENUE</u>								
Members of Council	0		0		0		0	
Governance General	0		0		0		0	
SUB-TOTAL	0	0	0	0	0	0	0	0
TOTAL - PROGRAMME SUMMARY	525	545,801	1,425	551,801	1,425	551,801	2,237	395,948

Shire of Morawa
SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Fire Prevention		115,213		115,213		115,213		93,581
Animal Control		54,749		54,749		54,749		59,587
Other Law, Order & Public Safety		4,177		4,177		4,177		3,021
<u>OPERATING REVENUE</u>								
Fire Prevention	30,950		205,950		205,950		173,162	
Animal Control	2,000		3,750		3,750		6,341	
Other Law, Order & Public Safety	0		0		0		0	
SUB-TOTAL	32,950	174,139	209,700	174,139	209,700	174,139	179,503	156,188
<u>CAPITAL EXPENDITURE</u>								
Fire Prevention		0		125,600		125,600		88,613
Animal Control		0		0		0		0
Other Law, Order & Public Safety		0		0		0		0
<u>CAPITAL REVENUE</u>								
Fire Prevention	0		0		0		0	
Animal Control	0		0		0		0	
Other Law, Order & Public Safety	0		0		0		0	
SUB-TOTAL	0	0	0	125,600	0	125,600	0	88,613
TOTAL - PROGRAMME SUMMARY	32,950	174,139	209,700	299,739	209,700	299,739	179,503	244,802

Shire of Morawa
SCHEDULE 07 - HEALTH
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
OPERATING EXPENDITURE								
Preventative Services - Meat Inspection		350		350		350		0
Preventative Services - Inspections & Admin		41,738		41,738		41,738		26,313
Preventative Services - Pest Control		6,361		6,361		6,361		8,656
Other Health		148,214		148,214		148,214		115,271
OPERATING REVENUE								
Preventative Services - Meat Inspection	350		350		350		0	
Preventative Services - Inspections & Admin	700		700		700		2,391	
Preventative Services - Pest Control	0		0		0		0	
Other Health	8,000		8,000		8,000		5,526	
SUB-TOTAL	9,050	196,663	9,050	196,663	9,050	196,663	7,917	150,240
CAPITAL EXPENDITURE								
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
CAPITAL REVENUE								
Preventative Services - Meat Inspection	0		0		0		0	
Preventative Services - Inspections & Admin	0		0		0		43,149	
Preventative Services - Pest Control	0		0		0		0	
Other Health	0		0		0		0	
SUB-TOTAL	0	0	0	0	0	0	43,149	0
TOTAL - PROGRAMME SUMMARY	9,050	196,663	9,050	196,663	9,050	196,663	51,065	150,240

Shire of Morawa
SCHEDULE 08 - EDUCATION & WELFARE
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Other Education		6,731		6,731		6,731		5,176
Care of Families & Children		60,516		90,516		90,516		88,852
Other Welfare		158,743		170,743		170,743		132,613
<u>OPERATING REVENUE</u>								
Other Education	0		0		0		0	
Care of Families & Children	3,500		3,500		3,500		2,000	
Other Welfare	7,000		13,500		13,500		16,434	
SUB-TOTAL	10,500	225,990	17,000	267,990	17,000	267,990	18,434	226,641
<u>CAPITAL EXPENDITURE</u>								
Other Education		0		0		0		0
Care of Families & Children		0		0		0		0
Other Welfare		0		0		0		0
<u>CAPITAL REVENUE</u>								
Other Education	0		0		0		0	
Care of Families & Children	0		0		0		0	
Other Welfare	0		0		0		0	
SUB-TOTAL	0	0	0	0	0	0	0	0
TOTAL - PROGRAMME SUMMARY	10,500	225,990	17,000	267,990	17,000	267,990	18,434	226,641

Shire of Morawa
SCHEDULE 09 - HOUSING
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Staff Housing		94,361		94,361		94,361		98,737
Other Housing		96,856		96,856		96,856		59,417
Aged Housing		56,500		56,500		56,500		41,526
<u>OPERATING REVENUE</u>								
Staff Housing	11,000		11,000		11,000		19,731	
Other Housing	17,000		17,000		17,000		15,563	
Aged Housing	68,000		68,000		68,000		42,733	
SUB-TOTAL	96,000	247,717	96,000	247,717	96,000	247,717	78,027	199,680
<u>CAPITAL EXPENDITURE</u>								
Staff Housing		85,789		114,749		114,749		95,616
Other Housing		0		0		0		0
Aged Housing		15,200		16,269		16,269		19,401
<u>CAPITAL REVENUE</u>								
Staff Housing	0		0		0		0	
Other Housing	0		0		0		0	
Aged Housing	0		0		0		0	
SUB-TOTAL	0	100,989	0	131,018	0	131,018	0	115,017
TOTAL - PROGRAMME SUMMARY	96,000	348,706	96,000	378,735	96,000	378,735	78,027	314,696

Shire of Morawa
SCHEDULE 10 - COMMUNITY AMENITIES
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Sanitation - Household Refuse		270,178		285,178		285,178		229,626
Sanitation - Other		301,489		316,489		316,489		65,608
Sewerage		130,056		130,056		130,056		214,228
Urban Stormwater Drainage		9,500		9,500		9,500		0
Town Planning & Regional Development		70,329		70,329		70,329		55,032
Other Community Amenities		135,052		136,252		136,252		138,529
<u>OPERATING REVENUE</u>								
Sanitation - Household Refuse	136,176		136,176		136,176		134,376	
Sanitation - Other	289,370		300,722		300,722		293,368	
Sewerage	290,482		290,482		290,482		288,209	
Urban Stormwater Drainage	0		0		0		0	
Town Planning & Regional Development	7,500		7,500		7,500		1,897	
Other Community Amenities	310,343		375,343		375,343		190,681	
SUB-TOTAL	1,033,871	916,604	1,110,223	947,804	1,110,223	947,804	908,532	703,022
<u>CAPITAL EXPENDITURE</u>								
Sanitation - Household Refuse		21,600		22,795		22,795		24,186
Sanitation - Other		0		0		0		0
Sewerage		95,200		97,155		97,155		70,728
Urban Stormwater Drainage		0		0		0		0
Other Community Amenities		96,857		161,857		161,857		151,013
<u>CAPITAL REVENUE</u>								
SUB-TOTAL	0	213,657	0	281,807	0	281,807	0	245,927
TOTAL - PROGRAMME SUMMARY	1,033,871	1,130,261	1,110,223	1,229,611	1,110,223	1,229,611	908,532	948,948

Shire of Morawa
SCHEDULE 11 - RECREATION & CULTURE
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Public Halls and Civic Centres		169,776		169,776		169,776		157,356
Swimming Areas & Beaches		332,361		332,361		332,361		318,751
Other Recreation and Sport		845,265		885,265		885,265		953,226
TV and Radio Re-broadcasting		2,000		2,000		2,000		1,137
Libraries		26,104		26,104		26,104		20,711
Other Culture		140,264		140,264		140,264		131,039
<u>OPERATING REVENUE</u>								
Public Halls and Civic Centres	259,840		194,840		194,840		110,328	
Swimming Areas & Beaches	20,000		20,000		20,000		21,976	
Other Recreation and Sport	541,800		759,397		759,397		806,146	
TV and Radio Re-broadcasting	0		0		0		0	
Libraries	200		200		200		0	
Other Culture	30,000		30,000		30,000		83,414	
SUB-TOTAL	851,840	1,515,770	1,004,437	1,555,770	1,004,437	1,555,770	1,021,864	1,582,221
<u>CAPITAL EXPENDITURE</u>								
Public Halls and Civic Centres		221,430		156,430		156,430		123,217
Swimming Areas & Beaches		21,700		22,256		22,256		23,382
Other Recreation and Sport		926,325		1,178,922		1,178,922		182,926
TV and Radio Re-broadcasting		0		0		0		0
Libraries		0		0		0		0
Other Culture		8,000		4,040		4,040		0
<u>CAPITAL REVENUE</u>								
Public Halls and Civic Centres	0		0		0		0	
Swimming Areas & Beaches	0		0		0		0	
Other Recreation and Sport	101,640		101,640		101,640		101,639	
TV and Radio Re-broadcasting	0		0		0		0	
Libraries	0		0		0		0	
Other Culture	0		0		0		0	
SUB-TOTAL	101,640	1,177,455	101,640	1,361,648	101,640	1,361,648	101,639	329,525
TOTAL - PROGRAMME SUMMARY	953,480	2,693,225	1,106,077	2,917,418	1,106,077	2,917,418	1,123,502	1,911,746

Shire of Morawa
SCHEDULE 12 - TRANSPORT
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Construction Roads, Bridges and Depots		0		0		0		0
Maintenance Roads, Bridges and Depots		2,862,628		3,087,628		3,087,628		2,414,941
Plant Purchases		12,092		12,092		12,092		6,139
Transport Licensing		355,313		355,313		355,313		299,232
Aerodromes		87,138		97,138		97,138		111,141
<u>OPERATING REVENUE</u>								
Construction Roads, Bridges and Depots	2,237,325		2,405,391		2,405,391		1,469,027	
Maintenance Roads, Bridges and Depots	826,000		826,000		826,000		462,357	
Plant Purchases	10,427		10,427		10,427		0	
Transport Licensing	354,200		354,200		354,200		259,478	
Aerodromes	81,678		71,678		71,678		70,863	
SUB-TOTAL	3,509,630	3,317,171	3,667,696	3,552,171	3,667,696	3,552,171	2,261,725	2,831,453
<u>CAPITAL EXPENDITURE</u>								
Construction Roads, Bridges and Depots		2,958,850		3,142,566		3,142,566		1,986,614
Maintenance Roads, Bridges and Depots		0		0		0		0
Plant Purchases		519,500		705,925		705,925		183,145
Aerodromes		163,356		128,356		128,356		128,299
<u>CAPITAL REVENUE</u>								
Construction Roads, Bridges and Depots	0		0		0		0	
Maintenance Roads, Bridges and Depots	30,000		30,000		30,000		0	
Plant Purchases	0		120,000		120,000		0	
Aerodromes	0		0		0		0	
SUB-TOTAL	30,000	3,641,706	150,000	3,976,847	150,000	3,976,847	0	2,298,058
TOTAL - PROGRAMME SUMMARY	3,539,630	6,958,877	3,817,696	7,529,018	3,817,696	7,529,018	2,261,725	5,129,510

Shire of Morawa
SCHEDULE 13 - ECONOMIC SERVICES
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
OPERATING EXPENDITURE								
Rural Services		18,401		18,401		18,401		8,626
Tourism & Area Promotion		357,699		357,699		357,699		304,729
Building Control		48,427		48,427		48,427		37,342
Other Economic Services		61,529		61,529		61,529		64,739
Economic Development		246,652		246,652		246,652		228,369
OPERATING REVENUE								
Tourism & Area Promotion	343,470		343,470		343,470		303,065	
Building Control	8,500		8,700		8,700		5,818	
Other Economic Services	25,000		25,000		25,000		57,699	
Economic Development	21,600		30,600		30,600		28,705	
SUB-TOTAL	398,570	732,708	407,770	732,708	407,770	732,708	395,287	643,806
CAPITAL EXPENDITURE								
Tourism & Area Promotion		152,357		139,899		139,899		144,171
Economic Development		50,300		96,175		96,175		143,902
CAPITAL REVENUE								
Economic Development	10,000		10,000		10,000		0	
SUB-TOTAL	10,000	202,657	10,000	236,074	10,000	236,074	0	288,073
TOTAL - PROGRAMME SUMMARY	408,570	935,365	417,770	968,782	417,770	968,782	395,287	931,878

Shire of Morawa
SCHEDULE 14 - OTHER PROPERTY & SERVICES
Financial Statement for Period Ended
30 June 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
	\$	\$	\$	\$	\$	\$	\$	\$
<u>OPERATING EXPENDITURE</u>								
Private Works		26,724		26,724		26,724		6,142
Public Works Overheads		0		0		0		17,981
Plant Operation Costs		0		0		0		34,609
Stock, Fuels and Oils		0		0		0		(23,935)
Administration		0		0		0		17,815
Unclassified		175,000		175,000		175,000		30,340
<u>OPERATING REVENUE</u>								
Private Works	35,000		35,000		35,000		8,009	
Public Works Overheads	1,000		1,000		1,000		3,819	
Plant Operation Costs	38,000		38,000		38,000		43,320	
Stock, Fuels and Oils	1,500		1,500		1,500		606	
Administration	12,000		12,000		12,000		2,778	
Unclassified	1,000		1,000		1,000		0	
SUB-TOTAL	88,500	201,724	88,500	201,724	88,500	201,724	58,532	56,294
<u>CAPITAL EXPENDITURE</u>								
Administration		160,400		163,420		163,420		75,256
<u>CAPITAL REVENUE</u>								
Administration	0		0		0		0	
Unclassified	175,000		175,000		175,000		11,490	
SUB-TOTAL	175,000	160,400	175,000	163,420	175,000	163,420	11,490	75,256
TOTAL - PROGRAMME SUMMARY	263,500	362,124	263,500	365,144	263,500	365,144	70,022	131,550

Shire of Morawa

Bank Reconciliation Report

For Period Ending 30 June 2024

	Municipal Account	Municipal Online Saver	Trust Account	Reserve Account	Term Deposits - Reserves
Balance as per Bank Statement	2,698,930.02	1,099,286.09	1,525.11	4,862,441.68	2,100,000.00
Balance as per General Ledger	2,700,643.62	1,099,286.09	1,525.11	4,862,441.68	2,100,000.00
Outstanding Deposits					
Outstanding Deposits	1,713.60				
Difference	2,700,643.62 0.00	1,099,286.09 0.00	1,525.11 0.00	4,862,441.68 0.00	2,100,000.00 0.00

Shire of Morawa
List of Payments Report
For Period Ending 30 June 2024

Chq/EFT	Date	Name	Description	Amount	Bank
EFT18073	06/06/2024	Australian Services Union	Payroll Deductions/Contributions	26.50	1
EFT18074	07/06/2024	RipIt Security Shredding	Monthly Fee Archive storage May 2024	104.50	1
EFT18075	07/06/2024	Kats Rural	Plants & Freight	3,500.00	1
EFT18076	07/06/2024	Pty Ltd)	Safety Boots Outside staff x 2	379.90	1
EFT18077	07/06/2024	Nutrien Ag Solutions	2 x 45kg LP Gas bottles	816.60	1
EFT18078	07/06/2024	Refuel Australia	Fuel Card Purchases May 2024	128.05	1
EFT18079	07/06/2024	Canine Control	Ranger Services 29/05/24	1,054.47	1
EFT18080	07/06/2024	Koolanooka Farms	Supply Gravel 8140T Norton Rd	8,954.00	1
EFT18081	07/06/2024	Centrex Potash Pty Ltd	Rates refund for assessment A11112 LOT E70/05976	1,890.63	1
EFT18082	07/06/2024	Officeworks	Admin stationery & Youth centre activities	963.38	1
EFT18083	07/06/2024	Great Southern Fuel Supplies	Fuel Card Purchases May 2024	387.29	1
EFT18084	07/06/2024	Infinitum Technologies Pty Ltd	Software Support Meraki Enterprise	8,288.50	1
EFT18085	07/06/2024	Breeze Connect Pty Ltd	Monthly Charge Admin Phone lines	234.42	1
EFT18086	07/06/2024	Oaks Civil Construction	NAIDOC Traffic Management Plan	2,090.00	1
EFT18087	07/06/2024	AFGRI Equipment	Supply Filters for Grader P224 & P265	2,630.31	1
EFT18088	07/06/2024	Resonline Pty Ltd	Monthly Fee Booking Software	134.31	1
EFT18089	07/06/2024	Daphne's Timeless Treats	Catering Council Lunch Meeting	384.00	1
EFT18090	07/06/2024	LG Best Practices Pty Ltd	Rates End of Month May 2024	2,684.00	1
EFT18091	07/06/2024	Cloud Collections Pty Ltd	Form Process Service Fee's Debt Collection	1,537.80	1
EFT18092	07/06/2024	Shannon Worsfold	50% Deposit Admin Awning Roof Repair	6,500.00	1
EFT18093	07/06/2024	Incite Security	Quarterly Fee Security monitoring @ Sports Ground	126.00	1
EFT18094	07/06/2024	Glass co	Reglaze broken window at Youth Centre	520.52	1
EFT18095	14/06/2024	St John Ambulance WA Morawa Sub Centre	First Aid Kits Wall Mounted	351.90	1
EFT18096	14/06/2024	TP & MB Shields	Various Works for Netball Shed	3,912.70	1
EFT18097	14/06/2024	WesTrac Equipment Pty Ltd	Maintenance parts for P226 Skid steer	1,749.06	1
EFT18098	14/06/2024	Refuel Australia	Adblue Bowser 82L @ \$2.35	192.70	1
EFT18099	14/06/2024	Canine Control	4 x Ranger Service Visits 4 & 9 April , 4 & 6 June	4,217.88	1
EFT18100	14/06/2024	WALGA	eLearning Meeting procedures May 2024	385.00	1
EFT18101	14/06/2024	Geraldton Lock and Key	Replace remaining locks at Town Hall	1,386.00	1
EFT18102	14/06/2024	Bunnings Group Limited	Trilock door handle replacement	229.10	1
EFT18103	14/06/2024	McLeods Barristers and Solicitors	Professional Fee's Gifts of Land	2,170.99	1

Shire of Morawa
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Chq/EFT	Date	Name	Description	Amount	Bank
EFT18104	14/06/2024	Aerodrome Management Services Pty Ltd	Annual Tech Inspection Aerodrome	6,380.00	1
EFT18105	14/06/2024	Total Toilets	Monthly Charge Portable Mounted Toilet	965.51	1
EFT18106	14/06/2024	The West Australian Regional Newspapers	News Advertisement Morawa Art Awards	1,209.22	1
EFT18107	14/06/2024	Champion Music	Performance Morawa Art Opening & Awards 50% deposit	1,210.00	1
EFT18108	14/06/2024	Coates Hire	Cleaning Fee Roller Hire	127.60	1
EFT18109	14/06/2024	Morawa IGA	Various IGA expenses Youth, Admin, Council	741.43	1
EFT18110	14/06/2024	Central Regional TAFE	HSR Training 1014 June 9 attendees	8,128.69	1
EFT18111	14/06/2024	Forpark Australia	Stirling Bike Rack Winfield St	1,111.00	1
EFT18112	14/06/2024	Infinitum Technologies Pty Ltd	Install RDP on 'work from home' machine	35.75	1
EFT18113	14/06/2024	Avon Waste	Monthly Fee General Waste Collection May 2024	8,343.60	1
EFT18114	14/06/2024	Haines Signs	Signs Fire fighting Tanks	503.25	1
EFT18115	14/06/2024	Element Advisory Pty Ltd	Planning Assessment & Council Report 14 Caulfield	4,224.00	1
EFT18116	14/06/2024	Team Global Express	Freight ex pPerth June 2024	298.28	1
EFT18117	14/06/2024	Bob Waddell Consultant	Assistance with Monthly financial statements May 2024	1,031.25	1
EFT18118	14/06/2024	NodeOne	Monthly Fee Wireless @ Gym May 2024	119.00	1
EFT18119	14/06/2024	Cohesis Pty Ltd	Monthly Fee vCIO service May & June 2024	4,400.00	1
EFT18120	14/06/2024	Thurkle's Earthmoving & Maintenance	Wet Hire of CAT D8T Dozer Nanekine Rd	11,550.00	1
EFT18121	14/06/2024	Cloud Collections Pty Ltd	Rates & Debt Collection Fee's for April 2024	8,012.13	1
EFT18122	14/06/2024	Wallace Plumbing and Gas	Plumbing Maintenance Caravan Park	1,352.00	1
EFT18123	14/06/2024	Yamaji Art	Morawa Art Awards & Exhibition Collection point Fee 2024	550.00	1
EFT18124	21/06/2024	Grant Chadwick	Member Sitting Fees Quarter 4	2,050.00	1
EFT18125	21/06/2024	Karen Jeanette Chappel	President Allowance & Member Sitting Fee 4th Quarter	8,457.00	1
EFT18126	21/06/2024	Morawa Medical Centre	Pre Employment Medical Messere	305.00	1
EFT18127	21/06/2024	BOC Limited	Gas Bottles Industrial	899.80	1
EFT18128	21/06/2024	Morawa Roadhouse Wildflour Bakery	Catering HSR Training 12 to 14 June 2024	355.00	1
EFT18129	21/06/2024	WesTrac Equipment Pty Ltd	Maintenance Parts Skid Steer P226	719.40	1
EFT18130	21/06/2024	Landgate	GRV Genereal Revaluation 2023/24	14,533.12	1
EFT18131	21/06/2024	Think Water Geraldton	Reticulation Parts & Rotator Adjustment tool	199.10	1
EFT18132	21/06/2024	Canine Control	Ranger Services x 3 visits	3,163.41	1
EFT18133	21/06/2024	GH Country Courier	Freight charge ex Geraldton	42.24	1

Shire of Morawa
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Chq/EFT	Date	Name	Description	Amount	Bank
EFT18134	21/06/2024	Building and Construction Industry Training Fund	CTF Transactions for May 2024	1,041.14	1
EFT18135	21/06/2024	Greenfield Technical Services	Road Maintenance program input Sealed & Unsealed	3,141.60	1
EFT18136	21/06/2024	Shire of Perenjori	Reimbursement Secondary Freight Network	4,863.82	1
EFT18137	21/06/2024	Jardine Lloyd Thompson Pty Ltd (JLT)	Regional Risk CoOrdinator Fees June 2024	5,575.98	1
EFT18138	21/06/2024	Rotary Club of Pinjarra	Hire of 10 Star Boards Delivered & Installed Art Show	6,250.00	1
EFT18139	21/06/2024	Kenneth Peter Stokes	Deputy Allowance & Member Sitting Fees 4th Quarter	3,139.25	1
EFT18140	21/06/2024	Ltd	Compostable Dog Waste Bags 16 Rolls	386.32	1
EFT18141	21/06/2024	Morawa IGA	Various Miscellaneous purchases IGA	875.37	1
EFT18142	21/06/2024	DMIRS (Department of Mines, Industry Regulation and Safety)	Building Services Levy June 2024	708.18	1
EFT18143	21/06/2024	Coral Coast Homes And Construction	Additional downpipes Admin Building Maintenance	1,149.50	1
EFT18144	21/06/2024	Terra Form Contracting	3.5 days Road Verge Vegetation Control Gutha West Rd	12,540.00	1
EFT18145	21/06/2024	Team Global Express	Freight Charge ex Perth	66.13	1
EFT18146	21/06/2024	Bob Waddell Consultant	Assistance with Financial statements May 2024	453.75	1
EFT18147	21/06/2024	Diana May North	Member Sitting Fees 4th Quarter	2,050.00	1
EFT18148	21/06/2024	Cleanpak Total Solutions	Consumable Cleaning Products	883.95	1
EFT18149	21/06/2024	IPWEA Institute of Public Works Engineering Australasia	Professional Certificate AMP B Atkinson	3,872.00	1
EFT18150	21/06/2024	Wallace Plumbing and Gas	Plumbing Maintenance - 5 locations	3,095.13	1
EFT18151	21/06/2024	Arsh Rana	Reimburse Keys Cut 53 Grove St	15.88	1
EFT18152	21/06/2024	ATC Work Smart	Traineeship Ordinary Hours	220.28	1
EFT18153	21/06/2024	Shannon Worsfold	Roof Leak Repairs x 3 properties	1,100.00	1
EFT18154	21/06/2024	Scintex Pty Ltd	Vehicle Mounted Fogger	6,327.00	1
EFT18155	21/06/2024	Debbie Collins	Member Sitting Fees 4th Quarter	2,050.00	1
EFT18156	21/06/2024	Terpkos Engineering Pty Ltd	MECEC Structural Engineering	6,380.00	1
EFT18157	21/06/2024	Tourism Council Western Australia	202425 Membership Renewal Visitor Centre	572.00	1
EFT18158	21/06/2024	Mark Coaker	Member Sitting Fees 4th Quarter	2,050.00	1
EFT18159	21/06/2024	Dean Brody Clemson	Member Sitting Fees 4th Quarter +10 days from 3rd Qtr	2,275.30	1
EFT18160	25/06/2024	Australian Services Union	Payroll Deductions/Contributions	26.50	1
EFT18161	27/06/2024	Morawa Traders	Eggs Youth Centre	8.00	1
EFT18162	27/06/2024	WesTrac Equipment Pty Ltd	Parts & Freight P226 Skidsteer	123.57	1

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Chq/EFT	Date	Name	Description	Amount	Bank
EFT18163	27/06/2024	IT Vision Australia Pty Ltd (ReadyTech)	IT Consulting Mapping Update	554.40	1
EFT18164	27/06/2024	Refuel Australia	Bulk Diesel 9000L @ 1.8186 per L	16,367.40	1
EFT18165	27/06/2024	GH Country Courier	Freight charge ex Geraldton	42.24	1
EFT18166	27/06/2024	Marketforce Omnicom Media Group	Local Government Notices	614.90	1
EFT18167	27/06/2024	Winchester Industries	Supply & Deliver 14mm & 7mm stone to Nanekine Rd	84,828.70	1
EFT18168	27/06/2024	Bunnings Group Limited	Maintenance Items Parks & Gardens	532.02	1
EFT18169	27/06/2024	The Paper Company of Australia	Supply small pallet worth of Paper 225 reams	1,299.38	1
EFT18170	27/06/2024	Eastman Poletti Sherwood Pty Ltd	Progress Claim 3 MECEC	37,620.00	1
EFT18171	27/06/2024	Ltd	Supply Cones Aerodrome	3,634.40	1
EFT18172	27/06/2024	Avlite Systems SPX	Battery RF Handheld controller Aerodrome	272.80	1
EFT18173	27/06/2024	CleverPatch	Various Items for NAIDOC	906.71	1
EFT18174	27/06/2024	Pumps Australia Pty Ltd	Supply Industrial Pressure Cleaner with extras	6,336.00	1
EFT18175	27/06/2024	DMIRS (Department of Mines, Industry Regulation and Safety)	BSL Transaction Final for 23/24	56.65	1
EFT18176	27/06/2024	Infinitum Technologies Pty Ltd	Monthly Charges IT support & Software - Admin & Dr	8,233.99	1
EFT18177	27/06/2024	Heritage Intelligence (WA)	Heritage Impact Statement 14 Caulfield	544.50	1
EFT18178	27/06/2024	Pat's Mobile Mechanical	Service & Repairs on P246, P265, P224, P261	3,267.91	1
EFT18179	27/06/2024	Arcus Australia Pty Ltd	Ice Machine & Filter Kit	4,200.90	1
EFT18180	27/06/2024	Team Global Express	Freight Charges ex Perth	32.81	1
EFT18181	27/06/2024	Highscore Creative	Art Awards & Exhibition, remaining 50% of event materials	2,673.00	1
EFT18182	27/06/2024	TQuip Tocojepa Pty Ltd	Maintenance parts for small plant items	139.16	1
EFT18183	27/06/2024	Jacqueline Hawkins	Reimburse Keys cut for Old Roads Building	23.82	1
EFT18184	27/06/2024	Purcher International WA	Glass for Window P315 Truck	515.71	1
EFT18185	27/06/2024	Cloud Collections Pty Ltd	Court Filing Fee A759 & A226	662.00	1
EFT18186	27/06/2024	Wallace Plumbing and Gas	Replace Kitchen Sink mixer & Service HWU Morawa Unit	775.36	1
EFT18187	27/06/2024	Midwest Garage Doors	Completed Roller door replacement & Service @ Pool & 45 Solomon tce	4,554.55	1
EFT18188	27/06/2024	Antonio Messere	Reimbursement for Extension cords & Reels	89.50	1
EFT18189	27/06/2024	Winc	Monthly Charges Photocopier Meter read 24/06/2024	732.70	1
EFT18190	28/06/2024	McDonalds Wholesalers	Various items for NAIDOC	824.65	1
EFT18191	28/06/2024	Canine Control	Ranger Services Thursday 27 June 2024	1,054.47	1
EFT18192	28/06/2024	Bunnings Group Limited	Moving Doillies x 4	352.72	1

Shire of Morawa
List of Payments Report
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Chq/EFT	Date	Name	Description	Amount	Bank
EFT18193	28/06/2024	Left of Centre Concepts & Events Pty Ltd	Art Show Project Management	2,860.00	1
EFT18194	28/06/2024	Peter Cekanauskas	Asbestos removal Oval house	1,617.04	1
EFT18195	28/06/2024	Morawa IGA	Various items from IGA	412.67	1
EFT18196	28/06/2024	Terra Form Contracting	Road Verge Vegetation mulching Norton Rd	18,810.00	1
EFT18197	28/06/2024	Little West Wood	Postage charges for March & May 2024	145.48	1
EFT18198	28/06/2024	Cleanpak Total Solutions	Various Cleaning items & consumables	1,298.70	1
EFT18199	28/06/2024	Wallace Plumbing and Gas	Replace Double check valve with RPZD & supports Standpipe	2,700.00	1
EFT18200	28/06/2024	Bosshealth Group	EHO Contract services June 2024	3,812.60	1
EFT18201	28/06/2024	Lyssna Consulting Karin Grima	Grant Funding Consulting Services	2,550.00	1
Total EFT Payments				436,137.78	
DD9958.1	30/06/2024	Beam Super	Superannuation Batch for payrun 76 week ending 05/06/2024	9,210.21	1
DD9973.1	05/06/2024	Synergy	Electricity Supply & Usage Charges 20 Feb 22 April 2024	567.74	1
DD9973.2	05/06/2024	Telstra Corporation Limited	Telephone Services Tourist Centre, May 2024	50.00	1
DD9974.1	03/06/2024	Exetel Pty Ltd	Monthly Charge Corporate Internet, May 2024	975.00	1
DD9975.1	06/06/2024	Synergy	Electricity Supply & Usage Charges 25 March 24 April 2024 - Streetlights & Pool	5,017.92	1
DD9976.1	07/06/2024	Synergy	Electricity Supply & Usage Charges 22 Feb 24 April 2024	230.73	1
DD9977.1	10/06/2024	Synergy	Electricity Supply & Usage Charges 20 Feb 29 April 2024	247.29	1
DD9978.1	11/06/2024	Synergy	Electricity Supply & Usage Charges 15 Mar 29 April 2024	90.72	1
DD9979.1	13/06/2024	Synergy	Electricity Supply & Usage Charges 16 Apr 20 May 2024	288.10	1
DD9980.1	20/06/2024	Water Corporation	Water Meter Repair Service 28 Winfield St & 2 Manning St	1,000.52	1
DD9981.1	17/06/2024	Synergy	Electricity Supply & Usage Charges 18 Apr 15 May 2024	1,411.40	1
DD9991.1	24/06/2024	Telstra Corporation Limited	Telephone Usage & Service June 2024 - Dr	107.61	1
DD9992.1	25/06/2024	Synergy	Electricity expenses 210 Streetlights 25 April to 24 May 2024	3,831.04	1
DD9992.2	25/06/2024	Telstra Corporation Limited	Telephones Service & Usage June 2024 Dr & landlines	533.19	1
DD9995.1	20/06/2024	Beam Super	Superannuation for pay run 79	9,578.80	1
DD9981.2	01/07/2024	Telstra Corporation Limited	Telephone Usage & Service - Mobiles/Dongles May 2024	1,164.36	1
					1
Total Direct Debit Payments				34,304.63	

Shire of Morawa
List of Payments Report
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Chq/EFT	Date	Name	Description	Amount	Bank
2324-12.03	3/06/2024	CBA	Merchant Fees	385.39	1
2324.12.02	3/06/2024	Bankwest	Bank Fees (Counter, Maintenance, Transaction)	77.80	1
	5/06/2024	Shire of Morawa	Payroll Deductions 76	421.37	1
	6/06/2024	Shire of Morawa	Altus Payroll Pay Run 76	52,499.58	1
	14/06/2024	Shire of Morawa	Caravan Park - Refund on Chalet	176.00	1
	16/06/2024	Shire of Morawa	Payroll Deductions 79	421.37	1
	17/06/2024	Shire of Morawa	Loan Repayment	12,716.11	1
	20/06/2024	Shire of Morawa	Altus Payroll Pay Run 79	55,542.29	1
	27/06/2024	Centrelink	Centrelink Fee's June 2024	17.82	1
	28/06/2024	Shire of Morawa	General Grant FAGS in advance 24/25 - correction	1.00	1
	30/06/2024	DOT	Transport Debit Payments June 2024	8,230.95	1
Total Bank Transfers/ Payments				130,489.68	
	Fuel Card - 93926029 - MO 0 - P622				
Included in					
EFT18078	07/06/2024	Refuel Australia	Fuel Card Purchases May 2024	128.05	1
					1
	Fuel Card - 94937892 - 0 MO - EMCCS - P293				
Included in					
EFT18083	07/06/2024	Great Southern Fuel Supplies	Fuel Card Purchases May 2024	269.84	1
					1
					1
	Fuel Card - Depot - P999				
Included in					
EFT18083	07/06/2024	Great Southern Fuel Supplies	Fuel Card Purchases May 2024	117.45	1
EFT18098	14/06/2024	Refuel Australia	Adblue Bowser 82L @ \$2.35	87.45	1
TOTAL Fuel Card				602.79	

Shire of Morawa
List of Payments Report
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Chq/EFT	Date	Name	Description	Amount	Bank
2324-12.20		Bankwest	Corporate card purchases in June 2024		
	Coroprate Credit Card - EMCCS				
	8/05/2024	Fuel Distributors - Gull Moora	Fuel 0 MO	101.03	1
	16/05/2024	Hotel Products Direct	Complimentary Soaps ect for Caravan Park Guests	82.50	1
	16/05/2024	Hotel Products Direct	Freight & Credit Card Surcharge 1% GST Free	32.14	1
	24/05/2024	Kinatico Ltd	National Police Check x 2	109.80	1
	29/05/2024	Mobile-Mate	A14 Phone Cases and Screen Protectors	119.65	1
	30/05/2024	Australian Post	New Phone - Samsung A14	229.00	1
					1
Sub Total				674.12	
	Coroprate Credit Card - CEO				
	5/05/2024	Zoom.US	Zoom Standard Pro Monthly Subscription for Council	22.39	1
	9/05/2024	Shire of Morawa	Department of Transport - change of plates x 2 - MO41, MO44	62.20	1
	10/05/2024	Kinatico Ltd	National Police Check	54.90	1
	15/05/2024	Shire of Morawa	Motor Vehicle Registration Renewal - 1EBQ445	415.70	1
	19/05/2024	Jurien Bay Motel APA	Accomodation CEO - Workers Compensation Meetings	162.72	1
	20/05/2024	Kinatico Ltd	National Police Check	54.90	1
	20/05/2024	Bankwest	Credit Card Facility Fee	0.66	1

Sub Total **773.47**

TOTAL Corporate Credit Card Payment **1,447.59**

TOTAL PAYMENTS FOR COUNCIL APPROVAL **602,379.68**