



SHIRE OF MORAWA

ORDINARY COUNCIL MEETING

(ATTACHMENTS)

Tuesday, 27 October 2026



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

List of Attachments

10 Reports of Committees

10.1 Minutes of WALGA 2026 Annual General Meeting

Attachment 1 – 10.1a Minutes of WALGA 2026 Annual General Meeting, 17 September 2026.

11.1 Chief Executive Officer (CEO)

11.1.3 Shared Resource Ranger Service Agreement

Attachment 1 – 11.1.3a Draft Shared Service Agreement – Ranger.

Attachment 2 – 11.1.3b Draft Ranger - Shared Service Model - Advert Pack.

Attachment 3 – 11.1.3c Draft Shared Service Budgets.

11.1.4 Shire of Morawa Public Health Plan 2027-2031

Attachment 1 – 11.1.4a Shire of Morawa Public Health Plan 2027-2031.

11.1.5 Temporary Road Closure – Burton Road, Morawa

Attachment 1 – 11.1.5a CBH Letter - Temporary Road Closure Burton Road.

Attachment 2 - 11.1.5b CBH Burton Road Closure – Delegation Letter.

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11.2 Executive Manager Corporate & Community Services (EMCCS)

11.2.1 *Monthly Financial Report - September 2026*

Attachment 1 – 11.2.1a Monthly Financial Report as at 30 September 2026.

11.2.2 *List of Payments – September 2026*

(Deferred To OCM Nov 2026.)

11.2.3 *Shire of Morawa Policy*

Attachment 1 – 11.2.3a Shire of Morawa Policy

Policy ELM04 – Elected Member Continuing Professional Development (CPD) – Track Changes

Policy ELM04 – Elected Member Continuing Professional Development (CPD) – Clean Version

Policy ELM26 – Electronic Meetings and Attendance – Track Changes

Policy ELM26 – Electronic Meetings and Attendance – Clean Version

Policy EMP04 – Work Health and Safety – Track Changes

Policy EMP04 – Work Health and Safety – Clean Version

Policy EMP06 – Removal Expenses – Track Changes

Policy EMP06 – Removal Expenses – Clean Version

Policy ENG02 – Bush Fire Policy – Track Changes

Policy ENG02 – Bush Fire Policy – Clean Version

Policy FIN03 – Authorised Signatures for Cheque/Electronic Funds Transfer Payments (No Amendments)

Policy FIN04 – Purchasing Policy – Track Changes

Policy FIN04 – Purchasing Policy – Clean Version

Policy FIN08 – Disposal of Property (other than land) – Track Changes

Policy FIN08 – Disposal of Property (other than land) – Clean Version

List of Attachments

Policy FIN10 – Cash Reserves Management Policy – Track Changes

Policy FIN10 – Cash Reserves Management Policy – Clean Version

Policy RTED02 – Tourism (No Amendments)

11.3 Executive Manager Works & Services (EMWS)

11.3.1 *Annual Road Maintenance Grading program Update*

Attachment 1 – 11.3.1a Adopted 2024 – Ten-Year Forward Works Program 2025-2035.

Attachment 2 – 11.3.1b Road Maintenance Schedule 2026-27.

Shire of Morawa



Ordinary Council Meeting 27 October 2026

Attachment 1 – 10.1a Minutes of WALGA 2026 Annual General Meeting, 17 September 2026.

Item 10 – **Reports of Committees**

**Attachment 1 – 10.1a Minutes of WALGA
2026 Annual General Meeting, 17 September
2026.**

**WALGA
Annual General Meeting
Minutes**

Thursday, 17 September 2026

**Perth Convention and Exhibition Centre
21 Mounts Bay Road, Perth WA
BelleVue Ballroom**

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1 OPENING

The Chair declared the meeting open at 3:17pm.

2 RECORD OF APOLOGIES

- Shire of Broomehill-Tambellup
- Shire of Coolgardie
- Shire of Jerramungup
- Shire of Kojonup
- Shire of Merredin
- Shire of Ngaanyatjaraku
- Shire of Shark Bay
- Shire of Tammin
- Shire of Westonia
- Shire of Wickpin
- Shire of Williams

3 ANNOUNCEMENTS

Nil.

4 ADOPTION OF AGM STANDING ORDERS

The Annual General Meeting Standing Orders were contained within the Agenda.

RESOLUTION

Moved: Cr Karen Wheatland, City of Melville

Seconded: President Julia Jean-Rice, Shire of Augusta Margaret River

That the WALGA Annual General Meeting Standing Orders be adopted.

CARRIED

5 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the 2025 WALGA Annual General Meeting were contained within the Agenda, along with a report on the action taken by WALGA on the 2025 AGM resolutions.

RESOLUTION

Moved: Cr Paul Kelly, Town of Claremont

Seconded: President Cr Raul Valenzuela, Shire of Yalgoo

That the Minutes of the 2025 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

6 ADOPTION OF ANNUAL REPORT

The 2025-26 Annual Report, including the 2025-26 Audited Financial Statements, was distributed to Members separately.

RESOLUTION

Moved: President Chris Antonio, Shire of Northam

Seconded: Mayor Phill Cronin, City of Busselton

That the 2025-2026 Annual Report, including the 2025-2026 Audited Financial Statements, be received.

CARRIED

7 CONSIDERATION OF EXECUTIVE AND MEMBER MOTIONS

7.1 REVIEW OF THE NATIONAL CONSTRUCTION CODE TO DEVELOP AND IMPLEMENT ADAPTIVE REUSE PROVISIONS OF COMMERCIAL PROPERTY FOR RESIDENTIAL USES

City of Fremantle

RESOLUTION

Moved: Cr Pip Slaughter, City of Fremantle

Seconded: Cr Andrew Sullivan, City of Fremantle

That WALGA advocate to the Federal Government for the Australian Building Codes Board to commence a comprehensive review of the National Construction Code to develop and implement adaptive reuse provisions that facilitate the safe, sustainable, and economically viable conversion of underutilised commercial buildings into residential uses.

CARRIED

MEMBER COMMENT

Over the past few years, the commercial property market has undergone significant change with the increase in remote and hybrid working arrangements and the growth in the online retail market. This has seen a rise in vacancies for commercial property within this time.

Adaptive reuse is the process of repurposing buildings for new uses and offers a sustainable solution in providing diversity for housing options by allowing the transformation of underutilised or vacant commercial buildings into residential accommodation.

Many of these underutilised or vacant commercial buildings cannot economically comply with all of the current residential provisions within the National Construction Code (NCC) because they were originally designed with a different classification. The absence of a dedicated framework for adaptive reuse discourages investment opportunities for residential conversion and often results in the need for demolition for development to occur.

The NCC regulates buildings based on new construction standards and building classifications. Current provisions and standards within the NCC often create substantial technical barriers to converting existing commercial buildings into residential accommodation. When redeveloping commercial building classes into residential, developers will encounter compliance issues involving:

- Building depth and natural light requirements
- Ventilation standards
- Fire separation standards
- Acoustic separation
- Accessibility requirements
- Energy efficiency requirements

- Ceiling height
- Structural loading standards
- Emergency egress requirements.

The NCC does allow for performance solutions to manage these issues, but these require engineering assessments, create additional red tape requirements and can be applied inconsistently across various approval agencies. This creates an environment that then discourages consideration of reuse options due to the time, financial implications and uncertainty of outcomes. This also becomes exacerbated when dealing with multiple and strata property ownership which can typically occur in commercial property and urban situations.

The intention for seeking amendments to the NCC would be to support a reduction to the regulatory barriers to adaptive reuse which would encourage an increase to the housing supply, encourage investment in vacant commercial property, increase urban renewal and maintain embedded energy outcomes.

This could be achieved by seeking a dedicated section within the NCC specifically for adaptive reuse of buildings providing opportunity to demonstrate equivalent safety and amenity outcomes through performance rather than the "deemed to satisfy" requirement.

These could cover areas such as;

- Fire safety
- Structural adequacy
- Acoustic performance
- Natural lighting
- Ventilation
- Accessibility, and
- Energy efficiency.

The benefits of amendments to the NCC are many. They include the ability to deliver more residential stock in urban areas where access to services and facilities such as businesses, transport, hospitality and community services already exist, greater sustainable outcomes through lower energy use in redevelopment, urban regeneration and improved social and economic outcomes with re-activated urban centres. Such reforms could also encourage private investment, increase housing supply, revitalise urban centres, reduce environmental impacts associated with demolition and new construction, and make more efficient use of existing infrastructure.

There is available opportunity of underutilised commercial buildings that could contribute meaningfully to addressing the housing shortage. Current NCC requirements, while essential for ensuring public safety, often impose disproportionate barriers when applied to the conversion of existing commercial buildings into residential accommodation.

Introducing a dedicated adaptive reuse pathway within the NCC could provide a nationally consistent, performance-based framework that preserves standards of safety while recognising the practical limitations of existing buildings.

SECRETARIAT COMMENT

WALGA acknowledges the increasing interest in adaptive reuse as a mechanism to support housing supply, urban revitalisation, sustainability outcomes and the more efficient use of existing infrastructure. The proposal is consistent with broader policy objectives aimed at increasing housing diversity and encouraging investment in underutilised commercial centres.

The National Construction Code (NCC) is developed and maintained by the Australian Building Codes Board (ABCB) on behalf of Commonwealth, State and Territory Governments. While the NCC currently provides for Performance Solutions, Members have identified that commercial-to-residential conversions can involve significant cost, complexity and regulatory uncertainty, which may discourage adaptive reuse projects. A dedicated adaptive reuse pathway may provide greater clarity and consistency while maintaining appropriate standards for health, safety, accessibility and amenity.

WALGA notes, however, that Building Ministers have recently agreed to pause further residential changes to the NCC, except for essential safety and quality measures, until at least mid-2029 following the finalisation of NCC 2025. The intent of the pause is to provide greater regulatory certainty for industry and support housing supply and productivity outcomes. In this context, implementation of the intent of this motion may be challenging in the short term.

7.2 RAINFALL DEFICIENCY ASSISTANCE FRAMEWORK

Shire of Esperance

RESOLUTION

Moved: Cr Samantha Starcevich, Shire of Esperance

Seconded: President Cr Rachel Gibson, Shire of Ravensthorpe

That WALGA advocate to the Western Australian Government to:

- 1. Recognise livestock fodder as an essential agricultural resource during periods of prolonged rainfall deficiency, acknowledging its fundamental role in protecting livestock welfare, sustaining agricultural production and supporting regional communities.**
- 2. Develop and implement a Western Australian Rainfall Deficiency Assistance Framework that builds on the principles of the existing Water Deficiency Scheme and provides a practical, transparent and consistent approach to supporting primary producers during prolonged rainfall deficiency.**
- 3. Establish a Livestock Fodder Freight Subsidy Scheme as the first initiative under the Western Australian Rainfall Deficiency Assistance Framework to assist eligible primary producers with the extraordinary cost of transporting emergency livestock fodder during periods of prolonged rainfall deficiency and other declared natural hazard events where emergency livestock fodder is required.**

CARRIED

MEMBER COMMENT

Western Australia has a proud history of standing beside primary producers when seasonal conditions create exceptional challenges.

The existing Water Deficiency Scheme recognises that when prolonged rainfall deficiency affects an essential agricultural resource, Government has a role in providing practical assistance. It is a policy that has served Western Australia well and demonstrates that Government already has the legislative authority, administrative capability and policy experience to respond when exceptional seasonal conditions threaten livestock welfare and agricultural production.

Livestock fodder has always been an essential agricultural resource. During prolonged rainfall deficiency, however, access to livestock fodder becomes critical to keeping livestock alive, maintaining breeding herds and allowing farming businesses to continue operating until seasonal conditions improve.

Across regional Western Australia, the issue is often not whether fodder can be found. The issue is getting it to where it is needed. As distances increase, freight costs can quickly exceed the value of the fodder itself, placing enormous financial pressure on producers who are already managing the impacts of prolonged rainfall deficiency.

This proposal recognises the practical realities faced by livestock producers across regional Western Australia. It does not seek to replace existing policy or create an open-ended

subsidy. Instead, it builds on a policy principle that has existed in Western Australia for many years: where prolonged rainfall deficiency creates a deficiency in an essential agricultural resource, Government may provide targeted assistance.

Recognising livestock fodder as an essential agricultural resource within the existing rainfall deficiency framework is the next logical step. It reflects the practical realities faced by livestock producers and acknowledges that protecting livestock welfare also means ensuring producers can access the feed their animals need.

The proposed Livestock Fodder Freight Subsidy Scheme provides a practical way to apply that principle. It builds on an existing framework, uses established Government capability and offers a consistent approach that can support producers, strengthen regional communities and improve the resilience of Western Australia's agricultural sector.

This proposal is about practical policy, practical outcomes and continuing to build on what already works.

Why This Matters

Every Western Australian benefits from a strong agricultural sector through food security, export income, regional employment and resilient local communities. Agriculture is one of Western Australia's most important industries and is fundamental to the economic and social wellbeing of regional communities.

- Western Australia's primary industries generate more than \$11 billion in annual production value.
- Agriculture is the State's second largest export industry, supporting thousands of regional jobs and businesses.
- Meat and livestock exports contribute approximately \$1.3 billion annually to Western Australia's economy.
- The sheep and wool industry alone contribute around \$1 billion at the farm gate each year.

Protecting livestock production is not simply about supporting individual farming businesses. It is about protecting regional employment, local economies, food production and one of Western Australia's most significant export industries.

References

- [Department of Primary Industries and Regional Development, *WA Primary Industries 2023–24 Economic Overview*](#)
- [Department of Primary Industries and Regional Development, *Western Australian Sheep and Wool Industry Statistics*](#)

The Issue

Western Australia already recognises that prolonged rainfall deficiency may justify targeted Government assistance where an essential agricultural resource becomes deficient.

The existing Water Deficiency Scheme provides assistance when access to water becomes deficient during prolonged rainfall deficiency.

Livestock fodder has always been an essential agricultural resource. During prolonged rainfall deficiency, however, maintaining access to livestock fodder becomes critical to protecting livestock welfare, maintaining breeding stock and sustaining agricultural production.

Across much of regional Western Australia, the challenge is often not sourcing livestock fodder. The challenge is transporting it.

As transport distances increase, freight costs can exceed the value of the livestock fodder itself, placing significant financial pressure on livestock producers during already difficult seasonal conditions.

Why Local Government?

Local Governments understand the impacts of prolonged rainfall deficiency on their communities. They see the effects on local businesses, employment, volunteer organisations, sporting clubs, schools and community wellbeing.

Councils are also frequently called upon to advocate for practical solutions that strengthen regional resilience.

This motion provides WALGA with an opportunity to advocate for a practical, statewide policy response that builds upon an existing Government framework rather than creating an entirely new system.

The Proposal

The motion asks the Western Australian Government to:

1. Recognise livestock fodder as an essential agricultural resource during periods of prolonged rainfall deficiency;
2. Develop and implement a Western Australian Rainfall Deficiency Assistance Framework that builds upon the principles of the existing Water Deficiency Scheme; and
3. Establish a Livestock Fodder Freight Subsidy Scheme as the first initiative under that Framework.

The proposal does not seek to replace existing or create new Government policy. It seeks to build upon a policy framework that has successfully supported regional Western Australian for many years.

Why Support This Motion?

This proposal:

- Builds upon an existing Government policy rather than creating a new one;
- Supports livestock welfare and strengthens regional communities;
- Recognises livestock fodder as an essential agricultural resource during prolonged rainfall deficiency;

- Provides a practical and consistent policy response instead of relying on ad hoc assistance;
- Enables Government to develop the implementation model through consultation with industry, Local Government and relevant agencies; and
- Strengthens one of Western Australia's most significant export industries while supporting regional resilience.

SECRETARIAT COMMENT

WALGA has actively engaged with the sector to develop a [Water Management Advocacy Position \(4.8\)](#) and has facilitated Local Government engagement with the Department of Water and Environmental Regulation regarding the Water Deficiency Declaration process and funding. During the consultation on water management the specific matter of fodder for livestock during drought was not raised.

WALGA's Advocacy Position identifies that access to water is critical for economic activity and in broad terms addresses the issue, as every region in WA will have a range of economic activities which are impacted by water deficiency. This issue and advocacy could be addressed by the agricultural industry directly engaging through their peak associations to Government.

7.3 CONTINUATION OF COMMUNITY WATER SUPPLIES PARTNERSHIP AND AGRICULTURAL AREA DAMS PROGRAM

Shire of Chittering

RESOLUTION

Moved: President Cr David Dewar, Shire of Chittering

Seconded: Cr Kevin Trent, Shire of York

That WALGA advocate to the Commonwealth Government and Western Australian Government to renew, continue, and expand rural water security funding from 2027-28 onwards, including the Community Water Supplies Partnership (CWSP) and Agricultural Area Dams (AA Dams) Programs Funding, and any successor program that preserves these outcomes, to:

- 1. support emergency water infrastructure, firefighting water supplies, farm and livestock emergency water, agricultural water resilience, agricultural area dams, townsite non-potable supplies, public amenity and reduced reliance on potable scheme water;**
- 2. maintain dedicated eligibility for Local Governments and Regional Organisations of Councils that coordinate shared rural water infrastructure outcomes;**
- 3. increase the funding pool to reflect demonstrated demand, cost escalation and the number of eligible Local Governments across regional Western Australia;**
- 4. retain co-contribution flexibility, including cash and in-kind contributions, so smaller Councils can participate;**
- 5. provide a forward funding pipeline that allows Councils to plan, obtain approvals, consult communities, programme co-contributions and deliver works before drought or bushfire conditions become emergencies; and**
- 6. engage the Rural Water Council, WALGA, Regional Development Commissions and eligible Local Governments in the design of the next funding phase.**

CARRIED

MEMBER COMMENT

Purpose and sector position

This motion seeks WALGA support for coordinated advocacy for continuation and expansion of the Community Water Supplies Partnership (CWSP) and Agricultural Area Dams (AA Dams) funding streams, and related rural water security funding beyond 2026-27. The Rural Water Council and its member Local Governments seek a renewed, multi-year Commonwealth and Western Australian Government commitment from 2027-28 onwards.

The position is advanced on behalf of the Rural Water Council and its members, recognising that eligible Local Governments across Western Australia rely on these funding streams to deliver practical water infrastructure for rural communities, volunteer emergency response, agricultural areas and public assets. The matter was discussed at the Rural Water Council meeting held on 10 July 2026 at Cunderdin, where continuation

beyond 2026-27 and coordinated advocacy by the Rural Water Council and its member Local Governments were supported.

Why CWSP and AA Dams must be included together

CWSP and AA Dams should be treated as complementary programs. Available Commonwealth material identifies CWSP and AA Dams as separate components of the broader Western Australia Water Infrastructure for Sustainable and Efficient Regions package. CWSP develops local non-potable community water supplies, while AA Dams support infrastructure such as pipework, tanks and pumps to increase resilience and water security in farming communities in dryland agricultural regions.

Limiting advocacy to CWSP alone risks excluding strategic agricultural area infrastructure that supports farming districts and emergency livestock water needs. The advocacy should therefore seek continuation of both named streams and any successor rural water infrastructure program, so the Council's position protects the outcomes rather than only one program title.

How the funding streams work together

Funding stream	Explicit focus from available sources	Advocacy relevance
CWSP	Develops new and improved non-potable community water supplies in priority farming areas, including emergency livestock and firefighting needs, townsite amenity and reduced scheme water use.	Retain and expand the Local Government-facing program that has delivered practical community water projects across WA.
AA Dams	Constructs infrastructure such as pipework, tanks and pumps to increase resilience and water security in dryland farming communities; the Connections package also refers to increased dam storage capacity in priority areas.	Include this stream expressly so strategic agricultural water infrastructure remains part of the post-2026-27 funding ask.
Successor rural water infrastructure programs	Any future funding arrangement that continues non-potable water availability, drought resilience, agricultural water security and emergency water access.	Advocate for continuity of outcomes even if government restructures program names or funding streams.

Why this matters for Western Australia

Western Australia needs decentralised rural water infrastructure because regional communities are dispersed, climate conditions are variable and many towns and farming areas sit outside dense reticulated water networks. Water security supports emergency management, public open space, local roads, recreation reserves, agriculture, livestock welfare, townsite amenity and climate adaptation.

The supporting paper records that more than 90 per cent of Western Australia is bushfire prone and that mains water supply and pressure cannot be guaranteed during bushfire

events. It also records that water security and resilience in a drying climate are critical to enabling agriculture and sustaining regional communities.

A few examples demonstrating the combined case

Program / example	Works described	Stated or carefully framed impact
AA Dams statewide priority dams	Increased storage capacity of dams in priority areas.	Provided more reliable agricultural and emergency livestock drinking water sources.
Mukinbudin siding tanks	Smaller-scale project delivered as part of AA Dams.	Part of the package intended to increase resilience and water security in dryland farming communities.
Wagin Airport tanks with swipecard	Tanks with swipecard access at Wagin Airport.	Controlled access supports managed access to emergency/community water infrastructure.
Westonia 1930s community water tank	Community water tank repaired and fitted with floating tiles.	Floating tiles were installed to reduce evaporation.
Cranbrook Dam catchment improvement	Replacement of degraded bitumen in Cranbrook Dam 1 catchment.	Increased the volume of water in the dam by up to 15 ML each year for agricultural and primary industry use.
Katanning to Kojonup pipeline enhancement	Replacement of existing pipeline sections between Katanning and Kojonup.	Increased water reliability and supply to farms in the region.
Shire of Chittering Sandown Park	Bore, pump controls, 100kL firefighting tank, 10kL amenity/irrigation tank and upgrades.	Improves water security and supports emergency response.
Wheatbelt East ROC	Long-term water strategies for seven member Shires.	Supports strategic investment in water infrastructure and drought resilience across the Wheatbelt.

These examples show that rural water funding is not a narrow grant activity. Across CWSP and AA Dams, funded or referenced works include tanks, bores, pipelines, pump systems, catchment repairs, dam storage improvements, telemetry, standpipes, water carts, evaporation reduction measures and strategic water planning.

Recommended combined advocacy position

WALGA should support advocacy by the Rural Water Council and its members for continuation and expansion of the CWSP and AA Dams funding streams, and any

successor rural water infrastructure funding streams beyond 2026-27. The request should focus on continuity of practical outcomes: firefighting water, agricultural area dams, tanks, pipework, pumps, bores, catchments, water carts, community water points, monitoring systems, local water strategies and non-potable water networks.

Specific requests to Government

- Commit to a renewed multi-year funding program from 2027-28 onwards for the CWSP and AA Dams projects, or a successor program that preserves these outcomes.
- Maintain dedicated eligibility for Local Governments and Regional Organisations of Councils that coordinate shared rural water infrastructure outcomes.
- Recognise agricultural area water infrastructure as a core resilience need, alongside emergency firefighting water, farm and livestock water, public amenity and reduced reliance on scheme water.
- Increase the funding pool to reflect demand, cost escalation and the number of eligible Local Governments across regional Western Australia.
- Retain co-contribution flexibility, including cash and in-kind contributions, so smaller Councils can participate.
- Engage the Rural Water Council, WALGA, Regional Development Commissions and eligible Local Governments in the design of the next funding phase.

Conclusion

CWSP and AA Dams are complementary rural water security mechanisms. Together they support Local Government delivery, farming community resilience, strategic water infrastructure and practical preparedness for drought and bushfire conditions. The current funding commitment should not expire without a successor program that preserves both CWSP-style local projects and AA Dams-style strategic infrastructure.

SECRETARIAT COMMENT

The Rural Water Council position and advocacy is strongly aligned with WALGA's new [Water Management Advocacy Position 4.8](#) (endorsed by State Council in May 2026):

1. *Access to consistent, reliable and adequate water supplies is critical for Local Government operations, emergency response, community health, amenity, environmental sustainability and economic activity.*
2. *WALGA is calling on the State Government to:*
 - a. *Modernise water management legislation and regulation, including:*
 - i. *undertaking a review of the water licensing and allocation system to ensure equitable access and prioritise high value community use including for public open space*
 - ii. *developing a state-wide framework for integrated regional and catchment-scale water planning.*
 - b. *Protect and adequately, sustainably and equitably fund critical water infrastructure for Local Government, including:*
 - i. *drainage and irrigation upgrades;*
 - ii. *alternative water sources (recycled and reused water, stormwater harvesting, desalination and groundwater replenishment) and disused water asset transfer*
 - iii. *small-scale sewerage infrastructure headworks and infill sewerage.*
 - c. *Expand the Waterwise Council Program statewide and provide:*

- i. increased support and resources to assist Local Government in delivering water efficiency measures*
 - ii. incentives for Local Governments to undertake water efficiency initiatives.*
- d. Improve water data access and capability for Local Governments to ensure evidence-based decision making.*
- e. Provide effective leadership, guidance, education and enforcement to address the impacts of stormwater runoff.*

The Rural Water Council position and WALGA's Advocacy Position call for improved water security, climate resilience, emergency preparedness and recognition of Local Government as a key water infrastructure delivery partner.

WALGA's Advocacy Position provides the strategic framework, with the CWSP and APP Dams being one funding mechanism and on-ground delivery model to achieve those outcomes. Continued Australian and State Government investment in these types of programs would directly support advocacy priorities while delivering tangible benefits for regional communities, agriculture, emergency services and Local Government operations across Western Australia.

7.4 ADVOCACY FOR REFORMS TO ASPECTS OF THE STATE UNDERGROUND POWER PROJECTS CURRENTLY FACILITATED THROUGH THE LOCAL GOVERNMENT SECTOR

Town of Bassendean

RESOLUTION

Moved: Mayor Kathryn Hamilton, Town of Bassendean

Seconded: Mayor Lorna Buchan, City of Rockingham

That WALGA:

1. Undertake a review of the State Government's Underground Power Programs to identify and advocate for the removal of inequities affecting Local Governments, with particular consideration of:
 - a. Funding arrangements, including the requirement for Local Governments to make full project payments to Western Power during the construction phase while, in many cases, Local Governments provide extended repayment arrangements to affected property owners over a number of years;
 - b. Legislative reform, including advocacy for amendments to the relevant legislation to enable Western Power to recover the costs of underground power projects directly from electricity consumers, rather than requiring Local Governments to act as the funding intermediary;
 - c. Renewal liabilities, including the appropriateness or fairness of Western Power requiring Local Governments and their ratepayers to contribute financially to the renewal or replacement of Western Power owned underground electricity infrastructure that forms part of the broader electricity network and pre-exists throughout entire streets or localities.
2. Provide all Local Governments with a summary of the review findings and invite feedback on the issues identified and any proposed reforms.
3. Following consideration of that feedback, prepare a report for presentation to the WALGA Zones, including recommendations for advocacy to the State Government on any proposed legislative, policy or funding reforms arising from the review.

CARRIED

MEMBER COMMENT

Reasons

The Targeted Underground Power Program (TUPP) offers significant benefits, but the guidelines also create a number of challenges and risks for Councils arising from the responsibilities Councils must assume including the following key considerations:

Funding Model

Western Power requires councils to pay their full financial contribution for the project during construction phase. However, to make the cost more affordable for residents, Councils usually enable property owners to repay their share over a number of years.

This means Councils often borrow funds to meet Western Power's upfront payment schedule and then recover those costs from residents over time.

As an instrument of the State Government, this financial arrangement creates a funding gap for Councils where they must secure long-term borrowings to meet Western Power's upfront payment schedule while carrying the associated debt, interest costs and financial risk until all repayments are fully recovered from affected residents. This can impact Council borrowing capacity, cash flow, debt ratios and the ability to fund other capital projects, making participation in underground power programs a significant financial commitment.

Question: Should Western Power engage with residents to give effect to direct billing for underground power costs via electricity invoices?

The following issues pose significant strategic concerns for Councils that are not fully resolved in the current [TUPP Guidelines](#).

Long-Term Asset Renewal

Underground cables have a long but finite life of around 40–60 years. Eventually they require replacement.

The current TUPP Guidelines do not address the renewal of ageing underground power assets. The Town of Bassendean may be among the first Local Governments to face a requirement from Western Power to fund the renewal of state-owned, street-wide underground power infrastructure that is now approximately forty years old.

Clarification is needed as to whether residents of housing estates developed with underground power are protected from future requirements to contribute to the renewal of ageing, state-owned underground infrastructure.

It should also be recognised that every Western Power underground project area has an interface, or "edge", where underground distribution infrastructure connects to the overhead network. This interface will continue to exist even if the entire metropolitan distribution network is eventually placed underground, as high-voltage transmission infrastructure will remain overhead.

The review proposed by this motion should therefore examine whether it is appropriate and equitable for Western Power to require Local Governments to contribute to the renewal of ageing street-wide or area-wide state-owned underground power assets that were originally installed as part of residential housing estate developments.

Full Electricity Network Costs are not Widely Understood

In general, there is limited public awareness that all aspects of the electricity network, including underground programs, are not funded through electricity charges.

As most large-scale underground power programs in Western Australia are only 20 to 30 years old, there is little local experience with the wholesale replacement of ageing residential underground power networks. Consequently, Councils and communities have limited understanding of the potential long-term financial liabilities associated with these assets.

Regulatory Risk

Western Power's maintenance and replacement expenditure is approved by the Economic Regulation Authority. However, there remains a disconnect between public expectations and current funding arrangements, with many assuming that the renewal of ageing underground power infrastructure would be fully funded by Western Power and the State. The TUPP Guidelines provide little clarity on this issue, creating a degree of uncertainty about future funding responsibilities.

Additional demands placed on Councils via Western Power Underground Power Programs:

- Councils become the public face of the project, particularly when residents object to paying contributions or experience construction disruption. Even though Councils are simply funding partners, residents may perceive the project as "the Council's project."
- Because projects are selected according to Western Power's network asset condition, some communities may receive underground power earlier than others. Councils may be put under pressure to explain why:
 - one suburb receives underground power whilst another nearby suburb does not; and
 - similar ratepayers contribute differently depending on project timing, for infrastructure that the Council does not own or manage.
- Councils are responsible for determining community support and undertaking engagement before projects proceed, requiring staff time and resources. The level of engagement with the community may actually increase during the Western Power Underground Project particularly if there are project disruptions or implementation issues.
- Western Power selects areas primarily based on network renewal needs rather than Council priorities. Western Power determines the project boundary, delivery timeline, costings, street lighting plans etc. Councils have little influence in determining TUPP programs and outcomes.
- Elected Members must formally approve participation, making Councils accountable for the decision regardless of later project issues.
- A significant implication is that if a Council rejects a TUPP offer:
 - Western Power generally replaces the old poles with new overhead poles and infrastructure; and
 - the area may therefore not receive another undergrounding opportunity for decades. This creates pressure on Councils because declining a Western Power TUPP project may effectively close the opportunity for a generation.

All of the above issues create a complex landscape for Local Governments to navigate in respect to Western Power Underground Power Projects, and as such it is timely for a comprehensive review.

SECRETARIAT COMMENT

WALGA's [Underground Power Advocacy Position 5.7](#) articulates that the Local Government sector supports the further continuation of cooperative arrangements to replace the overhead electricity distribution network by undergrounding power. Furthermore, the Position reiterates the Local Government sector's support for new approaches to identifying and prioritising areas for investment and for the establishment of a targeted funding mechanism to assist property owners that would suffer disadvantage as a result of needing to contribute to the cost of undergrounding the power distribution network.

Providing underground power has several benefits for Local Government:

- more reliable power supply;
- greater public safety (less opportunity for contact with live power lines; optimised street lighting design);
- improved visual amenity of streetscapes;
- potential for greater tree canopy cover;
- reduced vegetation management costs; and
- elimination of pole-top fire risks, among others.

The Targeted Underground Power Program (TUPP) is the current cooperative arrangement between State Government, Local Governments, and Western Power and sets out the conditions under which projects to transition overhead electricity distribution infrastructure to underground can be initiated, agreed on, and progressed to completion. Maintenance projects related to underground power infrastructure are not included in the TUPP Program.

Western Power has an obligation to build and maintain its existing infrastructure, while homeowners are obligated to maintain private power infrastructure from the street connection to the home.

As TUPP projects are funded in part by the Local Government, Local Governments may wish to retain control of project funding recoup measures to reduce the transferral of administration costs to ratepayers and apply these measures in various ways to reduce the cost burden on ratepayers. Neither the template Co-Funding Agreement between Western Power and the Local Government nor the TUPP Guidelines prescribe how Local Government recovers the costs from property owners.

Additionally, Local Governments may wish to play a coordination role in the rollout of TUPP projects, particularly in relation to construction and excavation activities on Local Government infrastructure assets. Local Governments also retain the opportunity to negotiate around streetlighting, as funding partners in a TUPP project.

7.5 STATE ASSISTANCE GRANTS FOR WESTERN AUSTRALIA

Shire of Chittering

MOTION

That WALGA advocate to the State Government to establish an annual, untied State Assistance Grant for Western Australian Local Governments that:

1. funds the annual unfunded gap between the Western Australian Local Government Grants Commission assessed equalisation need and the Commonwealth Financial Assistance Grants allocation;
2. is distributed using the existing Financial Assistance Grants equalisation methodology;
3. is indexed annually to reflect growth in costs, service pressures and asset renewal needs; and
4. supports Local Governments, particularly regional, rural and remote Local Governments, to maintain essential local services and place-based outcomes for their communities.

RESOLUTION

Moved: President Cr David Dewar, Shire of Chittering

Seconded: Cr Lincoln Stewart, Shire of Gingin

That WALGA advocate to the State Government to establish an annual, untied State Assistance Grant for Western Australian Local Governments that:

- 1. funds the annual unfunded gap between the Western Australian Local Government Grants Commission assessed equalisation need and the Commonwealth Financial Assistance Grants allocation;**
- 2. is distributed using the existing Financial Assistance Grants equalisation methodology;**
- 3. is indexed annually to reflect growth in costs, service pressures and asset base; and**
- 4. supports Local Governments, particularly regional, rural and remote Local Governments, to maintain essential local services and place-based outcomes for their communities.**

CARRIED

MEMBER COMMENT

Background and purpose

Local Governments in rural and regional Western Australia are increasingly underpinning services and community supports beyond the historic Local Government remit. This occurs in the context of persistent cost shifting, thin local service markets, limited direct State presence in many communities, and increasing expectations that Local Governments will help keep communities functioning when other systems fall short.

The proposal is for WALGA to advocate for a State Assistance Grant that complements the existing Commonwealth Financial Assistance Grants (FA Grant) system. It does not create

a competing formula, replace FA Grants, or seek to redesign the Commonwealth framework. Rather, it asks the State to fund the remaining assessed gap that is already identified through the existing equalisation architecture.

Funding gap

The attached [State Assistance Grants Advocacy Paper](#) identifies the following current funding position for Western Australian Local Governments:

Measure	Amount / Position
Total assessed need (WA Local Governments)	\$334,062,579.94
Commonwealth FA Grant funding	\$277,409,615.00
Commonwealth share of assessed need	79.26%
Unfunded gap	\$56,656,464.98
Minimum grant Local Governments	34
Proposed State Assistance Grant pool	\$56,656,464.98

Source: Local Government Grants Commission, as cited in the attached Advocacy Paper.

Why this matters to the wider membership

The issue is not confined to one Local Government. The gap in assessed funding need affects the financial capacity of Local Governments across Western Australia, and it falls most heavily on non-minimum grant Local Governments, including many Band 3 and Band 4 rural and remote Local Governments with small and dispersed populations, large service catchments, limited rate bases, weaker economies of scale and higher operating costs. Overall, 103 Local Governments in Western Australia are non-minimum grant Local Governments, meaning State Assistance Grants will apply to all 103 in filling the gap between the FA Grants and the assessed funding need.

Service pressures

Local Governments are increasingly expected to support or enable services that communities regard as essential, including health access support, environmental health and workforce facilitation, key worker housing support, emergency coordination and recovery, libraries and community learning, local freight and economic infrastructure, energy transition coordination, major land use pressures, regulatory compliance and exceptional utility-related support where continuity of service is critical.

These pressures do not generally remove formal responsibilities from other levels of government. However, they create practical and operational costs for Local Governments, particularly where communities expect a local response and where Government, market or service-provider presence is limited.

Consequences without reform

Without reform, Local Governments will face increasing pressure to reduce or withdraw non-core but essential services, defer asset renewal, reduce flexibility within annual budgets and limit their ability to co-fund priorities. This creates financial risk for Local Governments and weakens the delivery of State and Commonwealth priorities in regional areas, where Local Governments are critical place-based delivery partners.

Recommended model

The State Assistance Grant should be established as an untied annual pool equal to the difference between the Western Australian Local Government Grants Commission (WALGGC) assessed equalisation need and the Commonwealth FA Grants allocation. The pool should be distributed using the same general equalisation methodology that underpins FA Grants and indexed annually to reflect growth in costs and asset pressures. This approach uses the existing needs assessment architecture, avoids a new discretionary grants formula, and provides a transparent pathway to improve Local Government financial sustainability.

ATTACHMENT

- [State Assistance Grants Advocacy Paper](#)

SECRETARIAT COMMENT

By virtue of their small ratepayer base, many regional Local Governments rely on external funding to deliver core services. Over time, the sector has seen increased demands on resources coupled with a reduction in untied funding through the Federal Assistance Grants. These funding gaps negatively impact ability to carry out key functions and urgently need to be addressed.

ALGA has been advocating for the Financial Assistance Grants to be returned to 1% of Commonwealth taxation revenue, solving the funding shortfall in a more consistent way than developing a new State-based untied funding program. WALGA has also been advocating to the Australian Government for additional ongoing, formula-based, targeted funding to support Local Governments to deliver on community needs.

The State Budget represents an opportunity to supplement Australian Government funding for Local Government with program-based State funding. WALGA is currently preparing its 2027-28 State Budget Submission which will seek funding for a number of priority initiatives for the sector.

7.6 MANDATORY NABERS RATINGS FOR APARTMENT BUILDINGS

City of Perth

MOTION

Moved: Cr Liam Gobbert, City of Perth

Seconded: Cr Lincoln Stewart, Shire of Gingin

That WALGA calls on the Australian Government to:

1. Extend the mandates under the Commercial Building Disclosure (CBD) program to residential apartment buildings, making NABERS ratings mandatory for apartment buildings in a manner similar to requirements for commercial properties.
2. To support widespread uptake and reduce barriers for building owners and managers, direct NABERS to waive all submission and assessment fees for apartment building ratings for the next five years.
3. Amend relevant legislation to require NABERS ratings to be disclosed in all rental and sale advertisements for apartments, ensuring prospective tenants and buyers have access to transparent energy efficiency information.

LOST

MEMBER COMMENT

Background

The Commercial Building Disclosure (CBD) program, administered under the *Building Energy Efficiency Disclosure Act 2010*, mandates NABERS Energy ratings for commercial office buildings over 1,000 square metres when sold or leased, promoting transparency and energy efficiency in the built environment. NABERS (National Australian Built Environment Rating System) provides a proven framework for assessing and improving the environmental performance of buildings. While NABERS ratings are currently available for apartment buildings¹ they remain voluntary for residential properties. Extending CBD-style mandates to residential apartments would drive sustainability, reduce energy costs for residents, and align with national climate goals by encouraging efficient building practices across sectors.

Purpose

Extending mandatory NABERS ratings to residential apartment buildings under a framework similar to the CBD program for commercial properties delivers multifaceted benefits across environmental, economic, and social dimensions. These ratings target shared services and common areas (e.g., lifts, lobbies, pools, and lighting), which can constitute up to 60% of a building's total energy consumption. By mandating ratings and requiring their disclosure in all rental and sale advertisements, the policy enhances transparency, incentivises efficiency upgrades, and supports Australia's sustainability agenda, including the push toward net-zero emissions in the built environment.

¹ <https://www.nabers.gov.au/apartment-buildings>

Environmental Benefits

Mandatory NABERS ratings would measure and minimise energy and water usage in apartment buildings, directly contributing to reduced greenhouse gas emissions. The buildings sector accounts for approximately half of Australia's energy consumption and nearly a quarter of its emissions, making residential efficiency improvements essential for achieving national climate targets like net-zero by 2050. NABERS serves as a reliable benchmark for continuous performance monitoring, facilitating targeted reductions in resource use and fostering a healthier environment.

For example, it tackles high-impact elements such as gas-powered hot water systems via stakeholder engagement and feasible upgrades, aligning with broader efforts to decarbonise buildings. This initiative bolsters local climate action by enabling Councils to integrate NABERS data into community-level sustainability plans, such as retrofitting programs that address urban heat islands and promote renewable energy adoption at the grassroots level. Nationally, it accelerates the energy transition by scaling up proven tools like NABERS, which have already driven significant emissions reductions in commercial sectors and now extend to support embodied carbon assessments for cleaner, more sustainable construction.

Economic Benefits

Building owners and strata managers stand to cut energy and water expenses by up to 30-42%, as NABERS identifies inefficiencies in common areas where utilities often consume 25% of costs. Elevated NABERS scores enhance property appeal and value, providing a market advantage and fostering long-term asset appreciation in an eco-conscious real estate landscape. The proposed five-year fee waiver for submissions lowers entry barriers, yielding substantial net economic returns through simple upgrades like LED lighting and automated systems.

Moreover, this validated performance data streamlines sustainability reporting for investors, unlocking access to green financing and insurance incentives. Critically, these savings directly alleviate cost-of-living pressures for residents by reducing shared utility costs passed onto households, with potential annual bill reductions of hundreds of dollars per unit amid rising energy prices. On a national scale, NABERS has already generated nearly \$2 billion in consumer savings through efficiency gains, positioning the program as a key driver in the energy transition toward affordable, low-carbon infrastructure.

Social and Community Benefits

With about 80% of prospective buyers and renters prioritising environmental performance data, mandatory disclosure in advertisements empowers informed choices, helping individuals select energy-efficient homes that lower personal energy bills and enhance living standards. This transparency raises resident awareness of building efficiency, encouraging behaviours like energy conservation and participation in strata-led initiatives, without intruding on individual unit assessments. Ratings elevate a building's reputation as a sustainability frontrunner, increasing resident satisfaction and community pride in eco-friendly living.

Overall, the program cultivates transparency, bolsters investor trust, and harmonises with growing green preferences, making apartments more desirable in a market that rewards sustainability. By heightening awareness, it empowers residents to advocate for local

climate actions, such as Council-supported solar installations or waste reduction programs, fostering a grassroots culture of environmental stewardship.

Local Government's Role

Local Governments are ideally positioned to drive this program's success at the grassroots level, bridging federal mandates with community needs through their roles in planning, enforcement, and incentives. Local Governments may ensure equitable rollout of the proposed measures mandated by federal support and help addressing performance gaps.

Local Governments may also offer localised support, such as workshops for strata managers, coordinate subsidies during the fee-waiver period, and data-sharing platforms to track progress. This coordination amplifies national energy transition efforts by enabling place-based innovations, like net-zero precincts, while empowering residents through education campaigns that link building efficiency to everyday cost savings and climate resilience.

SECRETARIAT COMMENT

WALGA acknowledges the role that building performance disclosure programs can play in improving energy efficiency, reducing emissions and assisting consumers to make more informed purchasing and rental decisions. The NABERS framework is well established within the commercial property sector and has demonstrated value in providing a nationally consistent method for measuring and benchmarking building performance.

The intent of this motion aligns with broader Australian and State Government objectives to improve the energy performance of the built environment. Increased transparency regarding apartment building energy performance may encourage investment in building upgrades, support operating cost reductions and provide market-based incentives for improved sustainability outcomes.

WALGA notes that the Australian Government is already considering future expansion of building energy disclosure arrangements through the Commercial Building Disclosure (CBD) Expansion Roadmap and the Home Energy Ratings Disclosure Framework. These initiatives include investigation of energy performance disclosure mechanisms for residential buildings and consideration of the role of NABERS ratings for Class 2 apartment buildings. The Australian Government has also indicated that no immediate changes to the CBD program are proposed while further stakeholder consultation and policy development occurs.

The proposal raises a number of implementation considerations, including the regulatory and administrative burden on strata companies and apartment owners, the appropriateness of mandating disclosure for existing buildings, and the costs associated with undertaking and maintaining ratings. While the proposed five-year fee waiver would seek to address some of these barriers, any expansion of mandatory disclosure requirements would require detailed assessment of costs, benefits and potential impacts across different apartment building typologies and ownership structures.

7.7 FUNDING SUPPORT FOR NATIVE TITLE, ILUA AND TRADITIONAL OWNER ENGAGEMENT COSTS

Shire of Dundas

RESOLUTION

Moved: President Cr Laurene Bonza, Shire of Dundas

Seconded: Cr Barry Winmar, City of Kwinana

That WALGA:

1. **Advocate to the Western Australian and Australian Governments for the establishment of a dedicated funding program to support Local Governments with the costs associated with:**
 - a. **Native Title negotiations;**
 - b. **Indigenous Land Use Agreements (ILUAs);**
 - c. **Aboriginal Cultural Heritage consultation;**
 - d. **Traditional Owner engagement;**
 - e. **Heritage, anthropological and cultural assessments; and**
 - f. **Agreement implementation and monitoring.**
2. **Seek recognition that Native Title and Traditional Owner engagement requirements are increasingly necessary to deliver housing, infrastructure, emergency management, renewable energy, land tenure and economic development projects, and should not be funded solely from Local Government rate revenue.**
3. **Request that any future funding program prioritise regional, rural and remote Local Governments with:**
 - a. **large geographic areas;**
 - b. **significant Crown land holdings;**
 - c. **extensive Native Title interests; and**
 - d. **limited rate bases.**

CARRIED

MEMBER COMMENT

Across Western Australia, Local Governments are increasingly wanting to engage with Native Title holders and Traditional Owners as part of delivering community infrastructure, housing, economic development, emergency management and land tenure projects.

While Local Governments support meaningful engagement and recognise the importance of Traditional Owner participation in decision-making processes, there is currently no dedicated State or Commonwealth funding mechanism available to assist Local Governments with the associated costs. These costs commonly include:

- legal advice and representation;
- Indigenous Land Use Agreement negotiations;
- anthropological and heritage assessments;
- cultural heritage investigations;
- authorisation meetings;
- Traditional Owner consultation and participation costs;
- travel and accommodation; and

- agreement implementation and monitoring.

For many remote Local Governments, a single project requiring Native Title resolution can incur costs of tens of thousands of dollars before any physical works commence.

The impact is particularly significant for remote and regional Local Governments that:

- manage large geographic areas;
- have small populations and limited rate bases;
- contain extensive Crown land holdings;
- are required to facilitate State and Commonwealth policy outcomes; and
- have significant Native Title and Traditional Owner engagement obligations.

The absence of dedicated funding creates a significant cost-shifting burden and can lead to:

- delays to housing projects;
- delays to airport, road and utility infrastructure;
- delays to emergency management initiatives;
- increased project costs;
- reduced investment certainty; and
- pressure on Local Government operating budgets.

This issue is becoming increasingly significant as governments seek to accelerate housing delivery, renewable energy projects, economic development initiatives and Closing the Gap commitments. Local Governments are expected to facilitate these outcomes but are not provided with funding to undertake the associated engagement processes.

A dedicated funding program would:

- reduce cost shifting to Local Government;
- support meaningful Traditional Owner participation;
- improve project certainty;
- accelerate housing and infrastructure delivery;
- support regional economic development;
- strengthen relationships between Local Governments and Traditional Owners; and
- assist in achieving broader State and Commonwealth policy objectives.

Accordingly, WALGA is requested to advocate for a jointly funded State and Commonwealth program that recognises Native Title and Traditional Owner engagement as a shared public responsibility rather than an unfunded Local Government obligation.

SECRETARIAT COMMENT

WA Local Governments may need to comply with requirements under the *Native Title Act 1993 (Cth)* and *Aboriginal Heritage Act 1972 (WA)* where proposed activities may affect native title rights and interests or impact or harm Aboriginal cultural heritage. The applicable requirements vary depending on the activity, land tenure and context, and may include notification, consultation, opportunities to comment and/or approval processes and, in some [native title future act matters](#), negotiation in good faith with a view to reaching agreement with native title parties. Positive relationships with Traditional Owners, cultural knowledge holders and native title parties can assist Local Governments to understand and meet their statutory obligations.

There is currently no dedicated Australian or State Government funding to support Local Governments' costs in relation to native title and Aboriginal heritage agreement-making. However, the State Government's [Aboriginal Heritage Survey Program](#) to fund Aboriginal heritage surveys on unsurveyed or high-priority areas of the State is open to a range of proponents, including Local Governments.

In 2025, the WA Government commissioned the National Native Title Tribunal (NNTT) to conduct a [Review of Native Title and Aboriginal Heritage Processes](#) (the Review). The Review report and Government response to recommendations were tabled in Parliament on 9 June 2026. While the scope and consultation for the Review focused on the mining industry, WALGA engaged with the Review lead and NNTT Member Mr Glen Kelly, to highlight key challenges for Local Governments. The Review recommendations and Government's response provide opportunities for greater policy clarity, practice guidance and administrative efficiencies for all parties. There is also a commitment to increase and better coordinate support for Prescribed Bodies Corporate across State agencies, to increase their capacity to deal with increasing volumes of heritage and native title matters.

WALGA's [Advocacy Position 3.1.4 Aboriginal Heritage Protection](#) calls for the State Government to provide adequate resourcing to ensure all parties have the capacity, capability and resources to discharge their statutory obligations relating to Aboriginal heritage protection.

WALGA continues to support Members to understand and comply with their obligations relating to native title and Aboriginal heritage approval processes and best practice in Aboriginal engagement. More information is available on the [WALGA website](#) and [Kolbang Yanginy](#), the reconciliation resource for Local Governments that WALGA partnered to develop. WALGA advocacy on this issue includes ongoing discussions with State Government to share the experiences and insights of the Local Government sector and advocating for outcomes that address the need to balance delivering essential services and development, while protecting Aboriginal rights and interests.

The [WALGA Local Government Convention 2026 Program](#) includes a session on native title and agreement making, which is intended to provide practical insights and guidance on how Local Governments can leverage opportunities for partnership and agreement-making to enable land activation and infrastructure development.

The Shire of Dundas motion and WALGA's ongoing advocacy align on the need for greater support for WA Local Governments to comply with native title and Aboriginal heritage obligations, while meeting the needs of their community for essential infrastructure and services.

7.8 SUPPORT FOR ALGA MOTION #92 – NATIONAL CLIMATE ADAPTION FUNDING

Town of East Fremantle, City of Vincent, Shire of Augusta Margaret River

MOTION

Moved: President Julia Jean-Rice, Shire of Augusta Margaret River

Seconded: Cr Rebecca Cutter, Town of East Fremantle

That WALGA:

1. Endorse Motion 92 included within The Business Papers of the 2026 Australian Local Government Association National General Assembly as provided below:
 - a. *Acknowledge that the increasing costs of climate change – including disaster recovery from storms, floods, and bushfires, and community resilience building for heatwaves and sea-level rise – place an unsustainable financial burden on Local Government.*
 - b. *Recognise the inequity where Local Governments and communities bear these costs despite not being responsible for the 75% of climate pollution generated by major coal, oil, and gas corporations.*
 - c. *Establish a Parliamentary Inquiry into the adequacy of the 2025 National Adaptation Plan, specifically addressing the lack of additional funding for Local Governments to deliver mandated adaptation responses.*
 - d. *Ensure this Inquiry identifies concrete revenue sources to meet investment needs, including the implementation of taxes or levies on the coal, oil, and gas industries aligned with the climate damage their products cause.*
 - e. *Establish a National Climate Compensation Fund with a dedicated funding stream for Local Governments, commensurate with the scale of the financial risks identified in the 2025 National Climate Risk Assessment*
2. Adopt Motion 92 as part of WALGA's federal advocacy program; and
3. Actively advocate, in partnership with the Australian Local Government Association, for:
 - a. the establishment of a National Climate Compensation Fund with a dedicated funding stream for Local Governments; and
 - b. the introduction of a Climate Pollution Levy on coal, oil and gas corporations.

AMENDMENT

Moved: President Cr John Fergusson, Shire of Capel

Seconded: Cr Lorraine Young, Town of Cottesloe

To:

1. Delete point 2;
2. Delete point 3;
3. Modify point 1(b) to remove the words: *“despite not being responsible for the 75% of climate pollution generated by major coal, oil, and gas corporations”*; and
4. Modify point 1(d) to remove the words: *“including the implementation of taxes or levies on the coal, oil, and gas industries aligned with the climate damage their products cause”*.

PROCEDURAL MOTION

Moved: Cr Karen Wheatland, City of Melville

Seconded: Cr Lincoln Stewart, Shire of Gingin

That the question be now put.

CARRIED

THE AMENDMENT WAS PUT

To:

1. Delete point 2;
2. Delete point 3;
3. Modify point 1(b) to remove the words: *"despite not being responsible for the 75% of climate pollution generated by major coal, oil, and gas corporations"*; and
4. Modify point 1(d) to remove the words: *"including the implementation of taxes or levies on the coal, oil, and gas industries aligned with the climate damage their products cause"*.

CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT

That WALGA, in support of Motion 92 from the 2026 Australian Local Government Association National General Assembly, calls on the Australian Government to:

- a. Acknowledge that the increasing costs of climate change — including disaster recovery from storms, floods, and bushfires, and community resilience building for heatwaves and sea-level rise — place an unsustainable financial burden on Local Government.
- b. Recognise the inequity where Local Governments and communities bear these costs.
- c. Establish a Parliamentary Inquiry into the adequacy of the 2025 National Adaptation Plan, specifically addressing the lack of additional funding for Local Governments to deliver mandated adaptation responses.
- d. Ensure this Inquiry identifies concrete revenue sources to meet investment needs.
- e. Establish a National Climate Compensation Fund with a dedicated funding stream for Local Governments, commensurate with the scale of the financial risks identified in the 2025 National Climate Risk Assessment.

CARRIED

TOWN OF EAST FREMANTLE COMMENT

Motion 92 included within The Business Papers of the 2026 Australian Local Government Association National General Assembly called on the Australian Government to:

1. *Acknowledge that the increasing costs of climate change — including disaster recovery from storms, floods, and bushfires, and community resilience building for heatwaves and sea-level rise—place an unsustainable financial burden on local government.*

2. *Recognise the inequity where local governments and communities bear these costs despite not being responsible for the 75% of climate pollution generated by major coal, oil, and gas corporations.*
3. *Establish a Parliamentary Inquiry into the adequacy of the 2025 National Adaptation Plan, specifically addressing the lack of additional funding for local governments to deliver mandated adaptation responses.*
4. *Ensure this Inquiry identifies concrete revenue sources to meet investment needs, including the implementation of taxes or levies on the coal, oil, and gas industries aligned with the climate damage their products cause.*
5. *Establish a National Climate Compensation Fund with a dedicated funding stream for local governments, commensurate with the scale of the financial risks identified in the 2025 National Climate Risk Assessment*

This motion extends beyond advocacy for funding (and other support), as it explicitly references how this funding might be delivered, via a polluter-pays mechanism, and dedicated compensation fund at least in part contributed to by the coal, oil and gas industries.

The motion calls on the Federal Government to establish a Parliamentary Inquiry into the adequacy of the 2025 National Adaptation Plan, create a dedicated funding stream for Local Governments that matches the scale of financial risks identified in the 2025 National Climate Risk Assessment, and identify taxes or levies on the coal, oil and gas industries aligned with the damage their products cause to finance the fund.

Research shows that roughly 76% of Australia's climate pollution comes from burning coal, oil and gas², a sector which has seen exceptional 'super profits' in recent years, and which pays well below its share of levies and taxes. Across the sector, income tax averages just 5% of its reported \$436 billion income, compared with the 30% corporate tax rate³. To 2024, \$111 billion worth of royalty-free liquefied natural gas (LNG) was exported from WA, sacrificing at least \$9.6 billion in revenue if royalties had been paid⁴. A polluter-pays mechanism is also supported by a majority of the Australian public - 70% of Australians support a mechanism to collect revenue from polluting industries⁵.

Federal and State Governments are unwilling or unable to provide guaranteed long-term funding to meet the escalating climate change induced mitigation, adaption and resilience-building costs faced by Local Governments, or are even passing more costs of climate adaptation and mitigation onto other levels of government or residents⁶. The fossil fuel corporations, the major financial beneficiaries of climate disruption, contribute little to repairing the damage their products cause. A levy on fossil fuel products paid into a dedicated fund supporting Local Governments in climate adaptation and mitigation will bring costs and profits into better alignment.

² [Freeloaders](#), Oxfam Australia, April 2026

³ [Freeloaders: How gas corporates are paying little tax](#), Oxfam Australia, 30 April 2026

⁴ [Zero royalties charged on \\$111 billion in WA gas sales](#), The Australia Institute, 4 June 2024

⁵ [Pay up: Australians say it's time big polluters paid for the damage they do to the environment](#), The Australia Institute, 27 November 2024

⁶ [Queensland worse off under proposed disaster recovery funding changes](#), councils say, ABC News, 6 June 2026

⁷ [NSW proposes new property levy to support emergency services](#), Realtisan

CITY OF VINCENT COMMENT

Local Governments are legislatively obligated to address climate change through the *Local Government Act 1995*. Whilst there are sound policy reasons for all tiers of government to be a part of addressing this global challenge, for the Local Government sector the cost of both mitigating and adapting to the effects of climate change is rapidly outpacing the capacity to do so.

The National Adaptation Plan outlines that natural disasters cost the Australian economy \$38 billion per year. Costs will continue to escalate as global warming increases and current Federal funding is not sufficient, stable or long-term to support this.

Unlike other tiers of government with greater capacity to raise revenue, Local Governments have finite resourcing to adequately fund this without impacting on the delivery of essential services or significantly increasing rates. This is neither fair nor sustainable.

Motion 92 was unanimously passed at the ALGA National General Assembly, highlighting the importance of this issue across all Local Governments whether inner-city, urban, rural or remote.

Local Governments collectively own and manage billions of dollars in infrastructure currently threatened by climate-impacted events, including storms, floods, water damage, and bushfires.

For Vincent, key local challenges in responding to the impacts of climate change include:

- Reducing urban heat and increasing tree canopy while responding to the ongoing impacts of Polyphagous Shot-Hole Borer and reducing rainfall.
- Responding to extreme weather events and flooding impacts by upgrading the City's ageing and at-capacity drainage network whilst simultaneously being the highest density Council in WA.

A dedicated funding stream is essential for Local Governments to support climate change mitigation and adaptation responses without increasing the burden disproportionately to our communities.

The establishment of a Parliamentary Inquiry provides a way to identify opportunities for this to be delivered and is essential to shift the fiscal burden from ratepayers to the industries primarily responsible for inflicting climate-related damage.

Endorsement of this motion would give practical effect to WALGA's recently adopted [Climate Change Advocacy Position](#). Specifically, to "*ensure that Local Government has the funding, guidance and practical support required to meet increasing risk and expanded legislative requirements to plan for, mitigate and adapt to climate impacts*".

The City values WALGA's continued leadership and looks forward to working collaboratively to secure the stable and long-term funding needed. This would enable Local Governments to respond to our legislative obligations and deliver local climate mitigation, resilience and adaptation measures for our communities.

SHIRE OF AUGUSTA MARGARET RIVER COMMENT

Right now, our communities are bearing the costs of dealing with the impacts of global warming. As a regional Local Government with an extensive coastline, the Shire is

experiencing the effects of coastal impacts such as sea level rise, more severe storm events, and increased bushfire risk.

Local Governments, residents and local businesses are already bearing significant costs through rising insurance premiums, damage to community infrastructure, and disaster response and recovery efforts. While climate change has multiple causes, the extraction and use of coal, oil and gas remains a major contributor to global warming. Yet many of the costs of responding to these impacts continue to fall on local communities and future generations, rather than those who have profited most from fossil fuel production.

While climate change affects everyone, we are concerned that those experiencing the greatest impacts have often contributed the least to the problem. These costs are increasingly being borne by regional and local communities that have limited capacity to absorb them.

Communities across Australia are calling for coal, oil and gas corporations to contribute their fair share towards the costs of climate adaptation and recovery, helping ensure Local Governments have the resources needed to respond to climate impacts and build resilient, thriving communities.

SECRETARIAT COMMENT

This motion was passed at the ALGA National General Assembly (NGA), however ALGA NGA motions are not binding and will be considered by the ALGA Board. WALGA is a member of ALGA and will have input into the determination of action relating to the motion.

WALGA has undertaken extensive consultation on the [Climate Change Advocacy Position](#) which was adopted by State Council in July 2026. As noted in the commentary from Local Governments, the motion aligns with WALGA's Advocacy Position on Climate Change however goes into greater detail regarding the issue and resolution. WALGA is currently developing an advocacy plan to progress the outcomes in the recently adopted Advocacy Position and will work with ALGA and other Local Government Associations on these matters.

7.9 DELIVERING EQUITABLE NBN FIBRE UPGRADE PATHWAY FOR MULTI-DWELLING UNITS

City of Perth

MOTION

That WALGA calls on the Australian Government to work with NBN Co to:

1. Establish and publish a funded national upgrade pathway to Fibre to the Premises (FTTP) for all Multi-Dwelling Units (MDUs), including apartments, townhouses and older unit developments currently served by Fibre to the Building (FTTB).
2. Close the existing policy gap for MDUs by prioritising high-density urban housing within future FTTP rollout planning, recognising the significant proportion of capital-city residents who live in apartments and townhouses.
3. Provide dedicated funding and delivery mechanisms - including grants, co-investment and streamlined approvals - to address the additional cost and complexity of retrofitting fibre in older strata-titled buildings, ensuring residents are not disadvantaged by dwelling type.
4. Support Local Governments to work with strata bodies and NBN Co to streamline MDU upgrade delivery, including standardised strata engagement materials and access/approval processes for common property.

RESOLUTION

Moved: Cr David Goncalves, City of Perth

Seconded: Cr Eman Seif, City of Wanneroo

That WALGA calls on the Australian Government to work with NBN Co to:

1. Establish and publish a funded national upgrade pathway to Fibre to the Premises (FTTP) for all Multi-Dwelling Units (MDUs), including apartments, townhouses and older unit developments currently served by Fibre to the Building (FTTB).
2. Close the existing policy gap for MDUs by prioritising high-density urban housing within future FTTP rollout planning, recognising the significant proportion of capital-city residents who live in apartments and townhouses.
3. Provide dedicated funding and delivery mechanisms - including grants, co-investment and streamlined approvals - to address the additional cost and complexity of retrofitting fibre in older strata-titled buildings, ensuring residents are not disadvantaged by dwelling type.
4. Support Local Governments to work with strata bodies and NBN Co to streamline MDU upgrade delivery, including standardised strata engagement materials and access/approval processes for common property.
5. Ensure that any funded NBN upgrade pathways also recognise regional, rural and remote communities who are experiencing poor reliability, congestion or no practical upgrade path from long copper, fixed wireless or satellite services.

CARRIED

MEMBER COMMENT

Background

People are increasingly concerned about a growing digital infrastructure inequity affecting residents of apartments, townhouses and older unit developments. Reliable high-speed broadband is now essential infrastructure, underpinning economic participation, remote work, education, telehealth and access to government services.

While the National Broadband Network (NBN) is transitioning toward a predominantly fibre-based network, a significant cohort of households – those living in Multi-Dwelling Units (MDUs) – remain reliant on legacy copper-based technologies due to historical infrastructure decisions.

The Australian Government and NBN Co have already set a clear direction of travel for the fixed-line network: move legacy copper areas to full fibre. NBN's "full fibre" upgrade program explicitly enables eligible premises on Fibre to the Node (FTTN) and Fibre to the Curb (FTTC) to upgrade to Fibre to the Premises (FTTP), and in January 2025 NBN Co announced a Government-backed investment package to upgrade the remaining FTTN footprint, enabling higher-speed services delivered mostly via FTTP.

However, this transition leaves out a major cohort: the Fibre to the Building/Basement (FTTB) footprint, which is dominated by apartment buildings and older unit developments. NBN's FY26 Annual Service Improvement Plan confirms that a full-fibre upgrade for the FTTB footprint is not currently planned, with only limited trials underway.

This exclusion disproportionately affects city residents. Apartments are a significant and growing share of Australia's housing stock, with more than 2.6 million people living in apartments nationally, including over 550,000 people in high-rise buildings. In capital cities, older apartments are disproportionately served by FTTB, FTTN or FTTC, and in many cases are either ineligible for existing FTTP upgrade programs or face unclear, complex and costly upgrade pathways.

Within the City of Perth, hundreds of inner-city apartments in precincts such as the CBD, East Perth, West Perth and Northbridge were connected via FTTB during earlier phases of the NBN rollout as recently as 2016 and now face capped speeds and reduced reliability compared with neighbouring dwellings that have access to full-fibre connections.

While NBN expects around 90% of the fixed-line network (approximately 10.3 million premises) to have access to near-gigabit wholesale speeds by December 2025, residents of many MDUs remain stuck on FTTB with no defined or funded pathway to FTTP.

Local Governments also have a practical role in removing on-the-ground barriers to fibre upgrades in strata buildings. Even where upgrades are available, MDUs can be delayed by complex owner-corporation decision-making and access arrangements across common property and multiple tenancies. Councils are well placed to support and convene strata communities so upgrades can proceed efficiently.

Accordingly, Local Governments should be supported to work with strata bodies, NBN Co and industry to streamline access and approvals, including standard engagement materials, model strata resolutions, clear access/works guidance for common property, and streamlined local approvals for low-impact telecommunications works.

Without a clear upgrade strategy, a growing number of urban households risk being left behind as the rest of the country transitions to world-class fibre connectivity, entrenching a digital divide based not on demand or location, but on dwelling type.

Supporting Evidence

1. NBN Co has stated that approximately 90% of the fixed-line footprint is targeted to be capable of gigabit speeds by 2025; however, the majority of Fibre to the Building (FTTB) connections are not currently included in this upgrade pathway.
2. Industry estimates indicate that more than 2 million apartments and townhouses are connected to the NBN nationally.
3. Australian Bureau of Statistics Census data indicates that over 500,000 Australians reside in high-rise apartment buildings (nine storeys or more), predominantly located in capital cities.
4. NBN FTTB services are typically limited to maximum download speeds of around 100 Mbps, compared with FTTP services capable of supporting download speeds up to 2,000 Mbps.
5. ACCC and industry reporting has identified a widening performance and reliability gap between fibre-based and copper-based NBN technologies, particularly during peak demand periods.

SECRETARIAT COMMENT

Current WALGA advocacy regarding the provision of high-speed internet is restricted to the Local Government sector's support for consistent and appropriate internet solutions including suitable pricing for rural, regional, and remote Western Australia ([Advocacy Position 2.4.3](#)).

The role of Local Government in relation to the National Broadband Network (NBN) is typically to support the planning and design of the network prior to the rollout of fibreoptic cable, and to work with NBN Co on community engagement. Much of the work to connect properties outside of the public realm is undertaken by NBN Co and the property owner, including strata properties. In particular, retrofitting existing buildings with new fibreoptic cable that does not require changes to infrastructure in the public realm may not involve Local Governments at all.

Whilst Local Governments may acknowledge the role of high-speed internet as beneficial to residents, the interface of the change from FTTB to FTTP with Local Government business may be limited.

8 CLOSURE

Upon the completion of business, the Chair declared the meeting closed at 4:24pm.

Attachment 1: AGM Standing Orders



Western Australian Local Government Association Annual and Special General Meeting Standing Orders

1. DEFINITIONS

For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:

- 1.1 **"Absolute Majority"** means: a majority of Delegates whether present and voting or not.
- 1.2 **"Association"** means: the Western Australian Local Government Association.
- 1.3 **"Chief Executive Officer"** means: the Chief Executive Officer for the time being of the Association.
- 1.4 **"Constitution"** means: the Constitution of the Association.
- 1.5 **"Delegate or Deputy Delegate"** means: those persons duly nominated to represent a Member Local Government at a Meeting of the Association. In the construction of these Standing Orders unless the context requires otherwise, the word "Delegate" shall in the absence of the Delegate include a Deputy Delegate. A Deputy Delegate acting in the capacity of a Delegate unable to attend a meeting of the Association shall exercise all rights of that Delegate.
- 1.6 **"Deputy President"** means: the Deputy President for the time being of the Association.
- 1.7 **"Meeting"** means: an Annual or Special General Meeting of the Association.
- 1.8 **"Member Local Government"** means: a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
- 1.9 **"President"** means: the President for the time being of the Association. In the construction of these Standing Orders unless the context requires otherwise, the word "President" shall

in the absence of the President include the Deputy President or the Delegate chosen by resolution to preside at any Meeting of the Association.

- 1.10 **"Simple Majority"** means: a majority of Delegates that are present and voting.

2. CONDUCT OF MEETINGS

The proceedings and business of Meetings of the Association shall be conducted according to these Standing Orders.

3. NOTICE OF MEETING

3.1 Annual General Meeting

The Chief Executive Officer shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.

3.2 Special General Meeting

A Special General Meeting of the Association is to be held if a request is received by the President, in accordance with the requirements of the Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.

- 3.3 Notice of a Special General Meeting shall be given by the Chief Executive Officer to all Member Local Governments.

4. QUORUM

- 4.1 The Association shall not conduct business at a Meeting unless a quorum is present.

- 4.2 At any Meeting, greater than one half of the Delegates who are eligible to vote must be present to form a quorum.

- 4.3 The Association is not to transact business at a Meeting unless a quorum is present.

- 4.4 If a quorum has not been established within 30 minutes after a Meeting is due to begin then the Meeting can be adjourned –

- (a) by the President or if the President is not present at the meeting, by the Deputy President;

- (b) if neither the President nor Deputy President is present at the

- meeting, by a majority of Delegates present;
 - (c) if only one Delegate is present, by that Delegate; or
 - (d) if no Delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.
- 4.5** If at any time during a Meeting a quorum is not present, the President shall thereupon suspend the proceedings of the Meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the Meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.
- 4.6** Notice of a Meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.

5. MEETINGS OPEN TO THE PUBLIC

The business of the Association conducted at a Meeting shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.

6. ORDER OF BUSINESS

Unless the Association should decide otherwise, the order of business at Meetings shall be as follows:

- (a) Record of attendance and apologies;
- (b) Announcements;
- (c) Confirmation of minutes of previous Meetings;
- (d) President's report;
- (e) Financial report for the financial year; and
- (f) Consideration of Executive and Member Motions.

7. VOTING ENTITLEMENTS

- 7.1** Each Member Local Government shall be entitled to be represented at any Meeting by two (2) Delegates.
- 7.2** Only eligible and registered Delegates may vote.
- 7.3** A Delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4** If a Delegate is unable to attend any Meeting a duly eligible and registered

Deputy Delegate may attend and exercise a vote.

- 7.5** A Deputy Delegate shall be nominated in writing and delivered to the Chief Executive Officer before the commencement of the Meeting. The nomination shall be signed by the Chief Executive Officer of the Member Local Government that nominated the Delegate.

8. SPECIAL URGENT BUSINESS

At any time during a Meeting a Delegate may, with the approval of an Absolute Majority, introduce a motion relating to special urgent business that calls for an expression of opinion from Delegates.

In presenting an item of special urgent business, a Delegate shall have sufficient copies of the motion in writing for distribution to all Delegates present at the Meeting and, where practicable, give prior notice to the President of such intention.

9. PRESIDENT TO PRESIDE

- 9.1** The President shall preside at all Meetings, but in the absence of the President, the Deputy President shall preside.
- 9.2** In the absence of the President and the Deputy President, the Delegates shall choose by resolution, a Delegate present to preside at the Meeting.

10. SPEAKING PROTOCOL

- 10.1** Only registered Delegates and members of the Association's State Council shall be entitled to speak at Meetings.
- 10.2** The first person who attracts the attention of the President shall have precedence in speaking.
- 10.3** If two or more Delegates wish to speak at the same time, the President shall decide who is entitled to priority.
- 10.4** Speakers are to use the microphones supplied.
- 10.5** When addressing a meeting, speakers are to:
 - (a) rise and remain standing unless unable to do so by reason of sickness or disability;
 - (b) address the meeting through the President;

- (c) state their name and Local Government before otherwise speaking;
- (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
- (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.

11. DEBATE PROCEDURES

- 11.1** A Delegate moving a substantive motion may speak for –
 - (a) 5 minutes in their opening address; and
 - (b) 3 minutes in exercising the right of reply.
- 11.2** Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.
- 11.3** No Delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.
- 11.4** As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.
- 11.5** No discussion shall take place on any motion unless it is moved and seconded.
- 11.6** Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be received. Any number of amendments may be proposed.
- 11.7** The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.
- 11.8** When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a Delegate opposes it or an amendment is proposed.
- 11.9** No more than two Delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the

conclusion of the second speaker's remarks, no Delegate speaks on the other side, the motion or amendment may be put to the vote.

- 11.10** Notwithstanding clause 11.8, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a Delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put. Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

- 11.11** At any time during a debate, but after the conclusion of a Delegate's comments, a Delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.

12. QUESTIONS

Any Delegate seeking to ask a question at a Meeting shall direct the question to the President.

13. POINT OF ORDER

A Delegate who is addressing the President shall not be interrupted except on a point of order, in which event the Delegate shall wait until the Delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the Delegate so interrupted may, if permitted, continue.

14. MOTION - SUBSTANCE TO BE STATED

A Delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.

15. PRESIDENT TO BE HEARD

Whenever the President signifies a desire to speak during a debate, any Delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.

16. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any Delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.

17. PRESIDENT MAY CALL TO ORDER

The President shall preserve order and may call any Delegate to order when holding an opinion that there shall be cause for so doing.

18. RULING BY PRESIDENT

The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.

19. RESOLUTIONS

- 19.1** Except as otherwise provided in the Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a Simple Majority.
- 19.2** Any matter considered at a Special Meeting shall not be passed unless having received an Absolute Majority.

20. NO DISCUSSION

Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.

21. PERMISSIBLE MOTIONS DURING DEBATE

- 21.1** When a motion is under debate, no further motion shall be moved except the following:
- (a) that the motion be amended;
 - (b) that the meeting be adjourned;
 - (c) that the debate be adjourned;
 - (d) that the question be now put;
 - (e) that the meeting proceed with the next item of business; or
 - (f) that the meeting sits behind closed doors.
- 21.2** Any Delegate who has not already spoken on the subject of a motion at the close of the speech of any other Delegate, may move without notice any one of the motions listed in clause

21.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

- 21.3** When a debate is adjourned, the Delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the Delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those Delegates who have previously spoken (unless the meeting otherwise agrees).

22. RESCISSION OF RESOLUTION

22.1 At the same Meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders or the Constitution (in which event that shall be the majority required), the meeting may, by Simple Majority at the same Meeting at which it is passed, rescind or alter a resolution if all Delegates who were present at the time when the original resolution was passed are present.

22.2 At a future Meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders or the Constitution (in which event that shall be the majority required), the meeting may rescind or alter a resolution made at an earlier meeting:

- (a) by Simple Majority, where the Delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each Delegate at least seven (7) days prior to the Meeting; or
- (b) by Absolute Majority, in any other case.

23. METHOD OF TAKING VOTES

The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic voting system.

24. DIVISION

Immediately upon a vote being taken and a declaration of the final result by the President, a Delegate may call for a division.

25. ALL DELEGATES TO VOTE

25.1 A Delegate present at the Meeting when a question is put shall vote on the question.

25.2 Each Delegate shall be entitled to exercise one deliberative vote on any matter considered.

26. PRESIDENT'S RIGHT TO VOTE

The President shall have a casting vote only.

27. SUSPENSION OF STANDING ORDERS

27.1 In cases of urgent necessity or whilst the meeting is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a Simple Majority of Delegates have voted in favour of the motion.

27.2 Any Delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.

28. NO ADVERSE REFLECTION ON ASSOCIATION

A Delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.

29. NO ADVERSE REFLECTION ON DELEGATE

A Delegate shall not reflect adversely upon the character or actions of another Delegate nor impute any motive to a Delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.

30. MINUTES

30.1 The Chief Executive Officer is to cause minutes of the Meeting to be kept and preserved.

30.2 The minutes of a Meeting are to be submitted to the next Meeting for confirmation.

30.3 Copies of the previous Meeting minutes will be supplied to all Delegates prior to the Meeting.

WALGA

Annual General Meeting

Minutes

Tuesday, 23 September 2025

Perth Convention and Exhibition Centre
21 Mounts Bay Road, Perth WA

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1 OPENING

The Chair declared the meeting open at 3:01pm.

2 RECORD OF APOLOGIES

- Shire of Denmark
- Shire of Kojonup
- Shire of Ngaanyatjaraku
- Shire of Peppermint Grove
- Shire of Pingelly
- Shire of Sandstone
- Shire of Trayning
- Shire of Westonia

3 ANNOUNCEMENTS

Nil.

4 ADOPTION OF AGM STANDING ORDERS

The Annual General Meeting Standing Orders were contained within the Agenda.

RESOLUTION

Moved: Cr Paul Kelly, Town of Claremont

Seconded: President Paige McNeil, Shire of Mundaring

That the WALGA Annual General Meeting Standing Orders be adopted with the exception of section 12.5 to allow for the use of mobile phones during the meeting.

CARRIED

5 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the 2024 WALGA Annual General Meeting were contained within the Agenda, along with a report on the action taken on the 2024 AGM resolutions.

RESOLUTION

Moved: Cr Paul Kelly, Town of Claremont

Seconded: President Chris Antonio, Shire of Northam

That the Minutes of the 2024 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

6 ADOPTION OF ANNUAL REPORT

The 2024-2025 Annual Report, including the 2024-2025 Audited Financial Statements, was distributed to Members separately.

RESOLUTION

Moved: Cr Karen Wheatland, City of Melville

Seconded: President Chris Antonio, Shire of Northam

That the 2024-2025 Annual Report, including the 2024-2025 Audited Financial Statements, be received.

CARRIED

7 CONSIDERATION OF EXECUTIVE AND MEMBER MOTIONS

7.1 PROVISION OF MEDICAL SERVICES IN REMOTE AND VERY REMOTE LOCAL GOVERNMENTS

Shire of Lake Grace

MOTION

Moved: President Cr Len Armstrong, Shire of Lake Grace

Seconded: Cr Peter Callaghan, Shire of Gnowangerup

That WALGA calls on the Western Australian Government and WA Grants Commission to:

- 1. increase the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments in remote and very remote locations that are providing block cash payments to attract and retain general practitioners to allow affected Councils to redirect ratepayer funds to Local Government responsibilities.**

AMENDMENT

Moved: Cr Darren King, Shire of Boyup Brook

Seconded: President Cr Les Price, Shire of Cue

To amend point 2 as follows:

- 2. recalculate distributions to those Local Governments ~~in remote and very remote locations~~ that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.**

THE AMENDMENT WAS PUT AND CARRIED

AMENDMENT

Moved: President Cr Kristy D'Aprile, Shire of Katanning

Seconded: Cr Scott Crosby, Shire of Kent

To amend point 1 as follow:

- 1. increase the total funding and then the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.**

THE AMENDMENT WAS PUT AND CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT

That WALGA calls on the Western Australian Government and WA Grants Commission to:

- 1. increase the total funding and then the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.**

CARRIED

MEMBER COMMENT

The Shire of Lake Grace is the lead Shire in the “Local Government Rural Health Funding Alliance” which also consists of the Shires of Gnowangerup, Jerramungup, Ravensthorpe, Narembeen, Jerramungup and Kojonup.

The Shire of Lake Grace, on behalf of the Alliance successfully presented a motion at the Australian Local Government Association (ALGA) National General Assembly, calling on the Australian Government to increase Financial Assistance Grants and recalibrate their distribution to better support rural councils funding general practitioner (GP) services. The motion was carried unanimously.

Remote and very remote Local Governments are filling a critical gap in primary healthcare. Local Governments are the third sphere of government yet are delivering on behalf of the State and Commonwealth. These Local Governments are stepping into primary healthcare provision due to insufficient Commonwealth and State financial support to GPs and specific incentives for remote and very remote communities. This is not their legislated responsibility, yet these six Local Governments are contributing over \$1.475 million annually in cash, plus housing, vehicles, and surgeries to attract and retain GPs where there is geographical isolation, small populations and diverse health needs.

The Medical Facilities Cost Adjustor under the Financial Assistance Grants in WA is calculated and distributed by the WA Grants Commission. It recognizes only 82% of a 3-year rolling average, capped at \$85,000–\$100,000. It does not reflect actual costs, which often exceed \$200,000–\$300,000 per GP per community. It then leaves a significant funding gap (e.g. Shire of Kojonup received \$0 despite spending \$250,000 as it was provided to a third party local not-for-profit to engage the GP and Practice).

The Shire of Lake Grace is requesting block funding and a recalculation criterion to remote and very remote local governments, distributed via the Financial Assistance Grants (Medical Facilities Cost Adjustor). This would reduce the unsustainable burden on ratepayer funds, ensure continuity of care and return ratepayer funds to core local government services.

These Local Governments are not creating the problem — rather they are solving it. They are collaborating regionally, implementing multi-site rural generalist models that requires economies of scale as a group, and ensuring reasonable travel distances for locals to GPs. Without their intervention, communities would face worsening health outcomes and risks to their economic viability.

This motion aligns with the top four priorities identified by band 4 WALGA member Local Governments as requiring solutions in 2025.

The comparative Government health spend between major city residents and rural and remote Australia is \$848 per person less in the regions (NRHA). People in the bush are 2.9 times more likely to be hospitalized; 2.8 times more likely to be hospitalized for reasons that are potentially preventable and 2.7 times more likely to die from potentially avoidable causes.⁸

Life expectancy in remote areas, compared with major cities is 13 years less for males and 7 years for females.⁹ Telehealth is not a viable substitute for resident GPs — it risks deskilling local clinicians and eroding continuity of care.

The Alliance of Councils has prepared a position paper to raise awareness and suggest a solution to attract and retain GPs in their rural and remote communities, where current Commonwealth and State government policy settings are inadequate.

Reference Document

- [January 2025 Position Paper – Provision of Remote GP Services](#)

SECRETARIAT COMMENT

Access to primary healthcare is the responsibility of the Australian and State Governments. In some rural and remote areas, the current health system does not provide equitable service. Access to primary health is a critical issue for a large proportion of WALGA members. Local Government support of primary healthcare services creates a financial impost and diverts funding from other Local Government services and functions.

In 2023, WALGA commissioned Rural Health West (RHW) to survey WA Local Governments to ascertain the extent to which Local Governments were providing financial or in-kind support to secure primary healthcare services. The [Survey Report](#) provides a comprehensive dataset on the cost, nature, and geographical location of Local Government support, as well as evidence that Local Government support was predominantly focused on General Practice services.

This issue has also been identified as a priority for the sector at a number of forums, including the October 2024 Band 4 Local Governments meeting and the May 2025 Zone meetings. WALGA has also been working with the Local Government Rural Health Alliance in the development of their advocacy.

WALGA has begun a renewed advocacy campaign, with targeted asks of the Australian and State Governments to improve access to primary health services in rural and remote areas, to remove the need for Local Government intervention.

A revised [Rural and Remote Health Advocacy Position](#) aligned to the finding and recommendations of the Survey Report is tabled for the September 2025 State Council. The proposed revisions provide a stronger position on the responsibility of the Australian and

⁸ Royal Flying Doctors Service, 2023

⁹ Royal Flying Doctors Service, 2023

State Governments for primary healthcare provision and addressing the cost impost on Local Government, compelled to intervene where the current health system is failing.

The revised position aligns with the wider healthcare reform platform to enable advocacy partnerships and to provide a level of flexibility for the advocacy campaign in response to Government announcements.

The Lake Grace motion and WALGAs ongoing advocacy align on the need for financial reimbursement for Local Government support for essential primary health care services. WALGA's approach, does not specifying how reimbursement to Local Governments should be undertaken, or which Local Governments should be eligible. This approach aims to provide flexibility to achieve the same outcome, such as utilising the upcoming renewal of the National Health Reform Agreement.

7.2 HOMELESSNESS – SHORT-TERM ACCOMMODATION SOLUTIONS

City of Kalgoorlie Boulder

MOTION

Moved: Mayor Glenn Wilson, City of Kalgoorlie Boulder

Seconded: President Ron Chambers, Shire of Esperance

That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in regional centres across Western Australia.

AMENDMENT

Moved: Cr Barry Winmar, City of Kwinana

Seconded: Cr Chontelle Stone, City of Cockburn

That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in all Local Governments across Western Australia.

THE AMENDMENT WAS PUT AND CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT

That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in all Local Governments across Western Australia.

CARRIED

MEMBER COMMENT

Shelter WA's Policy Position on Ending Homelessness in WA highlights the overrepresentation of Aboriginal people in homelessness services and calls for short-stay options and self-determination in service delivery. The motion reinforces the importance of Housing First principles and the need for coordinated responses; specifically, that all governments ensure people with lived experience of homelessness are central to the design and delivery of homelessness services.

The motion highlights a growing disconnect between the practical realities faced by Local Government in the requirement for short-term accommodation for First Nations people in their communities. WALGA's advocacy position on homelessness acknowledges that Local Governments can support responses to homelessness through planning, health, and community development functions, it does not consider them as lead agencies. Local Governments are increasingly forced to lead this space due to the lack of a coordinated state-wide response and support.

Historically, many regional centres and cities have been meeting places for different Aboriginal communities with these areas offering a place where individuals can meet to conduct cultural business, socialise with family and friends, shop, and attend medical and other appointments. While some stay with family and friends, in many cases in overcrowded conditions, others are street present. Additional risks are posed for those with a limited experience of living in larger regional cities.

Homelessness data is typically captured through the Australian Census which does not accurately capture short-term or seasonal homelessness. Discussions with other WA regional Local Governments has identified that significant numbers of remote Aboriginal community members travel to regional centres and cities especially during the summer period. These Local Governments and their stakeholders are ill-equipped to support their needs ranging from temporary culturally appropriate and safe accommodation to food provision.

Typically, when Local Governments step up in this area, state-funded systems often pull back, particularly in regional cities. This is an understandable consequence of under-resourced and failing systems but does not advance efforts to solve street presence or seasonal homelessness.

While Local Governments interact closely with people experiencing homelessness and have valuable local knowledge, they do not have the resources, funding, or specialist workforce to lead homelessness responses especially in regional areas when street present people increase during particular times of the year. In the All Paths Leads to Home, State Government acknowledges this and views Local Governments as key partners in coordinating local, place-based efforts and facilitating referrals to appropriate services.

The State Government, primarily through the Department of Communities, is responsible for leading and funding homelessness responses, including the provision of social and affordable housing and specialist services. It coordinates with other State agencies across justice, health, mental health, and education to address the systemic causes of homelessness – functions that are beyond the capacity and remit of local governments. However, homelessness is not included in this remit as, by definition, the Department provides homes in remote communities.

The State Government recognises that effective responses require partnerships. It seeks to leverage the local knowledge, planning tools, and community connections of Local Governments, while retaining responsibility for funding, policy, and service coordination which does not include short-term accommodation for visiting Aboriginal community members across regional WA.

In 2021, the Australian Local Government Association co-signed a landmark national agreement to close the gap, setting targets in education, employment, health, justice, safety, housing, land and waters, and Indigenous language preservation. The agreement includes a target to increase the proportion of Aboriginal and Torres Strait Islander people living in appropriately sized (not overcrowded) housing to 88%.

The 2021 Census showed there were 122,000 people in Australia experiencing homelessness on Census night – 48 people per 10,000. Aboriginal and Torres Strait Islander people were disproportionately homeless – 307 out of 10,000 Aboriginal and Torres Strait Islander people were experiencing homelessness.

However, neither the Closing the Gap agreement, the Closing the Gap 2024 Annual Report and Commonwealth 2025 Implementation Plan, nor the 2024 National Housing and Homeless Plan Summary Report include any consideration for addressing transitional homelessness – only overcrowding issues.

The City of Kalgoorlie-Boulder recently completed a collaborative, landmark national study on Anti-social Behaviour and Transitional Aboriginal Homelessness. The research project included engagement with local and state government agencies and key providers in over eight locations in Western Australia, the Northern Territory, and South Australia, to assess existing strategies, pinpoint gaps, and explore potential solutions that enhance local government efforts in this regard.

A Housing and Homelessness motion was raised by the City of Kalgoorlie-Boulder at the 2025 Australian Local Government Association (ALGA) National General Assembly in Canberra in July and was approved for submission to the Federal Government for consideration.

SECRETARIAT COMMENT

Aboriginal Short Stay Accommodation (Short Stays) are designed to provide safe, culturally appropriate and affordable short-term accommodation for Aboriginal people who travel to regional centres to access services, or for business, cultural or family reasons.

There are three existing Aboriginal Short Stays operating in regional Western Australia: Broome, Derby and Kalgoorlie. The State Government acknowledges that these Short Stays are in high demand. Planning is underway by the Department of Housing and Works to develop an additional three new Short Stays in Geraldton, Kununurra and Perth.

Short Stays are a response to homelessness. WALGA does not currently have an advocacy position on short-stay accommodation, but does have a [Homelessness Advocacy Position](#). WALGA is currently reviewing the Homelessness Advocacy Position as part of a regular advocacy position review process. To inform the review, WALGA is currently surveying all Local Governments to gather information on the extent of Local Government engagement with homelessness and the extent of services, including accommodation options, available within their Local Government areas.

7.3 REVISION OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996 IN RELATION TO THE HOLDING OF AND ATTENDANCE AT MEETINGS BY ELECTRONIC MEANS

Shire of Dardanup

MOTION

Moved: President Cr Tyrrell Gardiner, Shire of Dardanup

Seconded: Cr Ellen Lilly, Shire of Dardanup

That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Mayor/President or Deputy Mayor/Deputy President.

AMENDMENT

Moved: Cr Lewis Hutton, City of Joondalup

Seconded: President Cr Rossco Foulkes-Taylor, Shire of Murchison

That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow the Local Government to determine the number of meetings that can be attended electronically.

LOST

PROCEDURAL MOTION

Moved: Cr Karen Wheatland, City of Kwinana

Seconded: President Ron Chambers, Shire of Esperance

That the question be now put.

CARRIED

THE SUBSTANTIVE MOTION WAS PUT

That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Mayor/President or Deputy Mayor/Deputy President.

LOST

MEMBER COMMENT

The Local Government Administration Regulations 1996 provides as follows:

14C. Attendance at meetings by electronic means may be authorised (Act s. 5.25(1)(ba))

(3) The mayor, president or council cannot authorise a member to attend a meeting (the proposed meeting) under subregulation (2)(b) if the member's attendance at the proposed meeting under that authorisation would result in the member attending more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, under an authorisation under subregulation (2)(b)

Additionally, the regulations also set out:

14D. Meetings held by electronic means (Act s. 5.25(1)(ba))

(2A) The council cannot authorise a meeting (the proposed meeting) to be held under subregulation (2)(c) if holding the proposed meeting under that authorization would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorization under subregulation (2)(c).

(Emphasis added)

Therefore, under the current regulations neither a Council nor a Councillor can hold or attend more than 50% of the meetings electronically.

This motion is proposed in response to the unique circumstances within the Shire of Dardanup, and potentially other local governments, who due to their professional commitments, such as FIFO (Fly In Fly Out), or other circumstances, may be required to work away from the local area for extended period - sometimes up to 50% of their time.

The motion seeks to address the challenges faced by Councillors when taking leave or managing personal, family or work commitments. It aims to ensure that these circumstances do not hinder their ability to effectively represent and serve the community. By supporting this motion, the Council can implement measures that provide flexibility in these situations, ultimately allowing Councillors to fulfil their duties without unnecessary disruption.

The intent of the motion is to ensure that the work of the Council continues to operate effectively and efficiently during periods when individual Councillors may be temporarily unavailable (in person) i.e. having a Councillor/s who works away from time to time or even 50% of the time. This motion will also assist with when Councillors who already work away go on leave or have other family commitments.

By implementing greater flexibility, such as expanding access to remote and electronic Council and Committee meeting participation, the Council can support ongoing engagement, reduce disruption to Council operations, and ensure inclusive representation from a broader demographic of elected members.

The demographic of elected and potential elected members to Shire Councils has changed and is evolving. If we want to encourage participation, we need to adapt to the way we engage and allow engagement.

Financial, physical, employment and locational restrictions need to be taken into account for the engagement ability of elected members to advocate for their rate payer base.

The current percentage provision of remote / electronic meeting ability available, while acceptable for the majority of elected members, is insufficient for the minority of elected members who are engaged, though restriction to contribute through logistical or bureaucratic barriers.

Key considerations should be given to workforce realities i.e. FIFO or workers with demanding employment schedules; diverse demographics, equity in participation and encouraging engagement.

This demographic change includes new mothers and parents of young children, FIFO workers, Shift workers & Disabled or Mobility impaired. All of these groups can and do provide diverse opinions and experience to the overall group of elected members.

SECRETARIAT COMMENT

Regulations 14C and 14D of the *Local Government (Administration) Regulations 1996* were introduced in 2022 to provide flexibility for the sector but reflect an expectation that Local Governments should prioritise in person meetings and in person Council Member attendance. Under regulation 14C a Council or Committee Member may attend a meeting by electronic means only if authorised by the Mayor / President or Council. Electronic attendance cannot be authorised if it would exceed the 50% cap.

It is important that Council Meetings remain accessible for members of the community to attend and participate. In many cases, in person meetings may best achieve this outcome. However, the introduction of livestreaming requirements for Class 1 and 2 Local Governments, and widespread adoption by many smaller Local Governments, has changed the way the community accesses and engages with Council Meetings. In addition, Local Government experience to date indicates that Council Members are able to effectively participate in meetings when attending electronically.

Removing the 50% cap on electronic attendance could enable Councils to make a policy decision regarding the balance of electronic and in person attendance that best meets the expectations of their community and the needs of Council Members. This could support greater diversity in candidates and Council Members and may also assist Local Governments seeking independent persons as members of their Audit Risk and Improvement Committees. Council, and the Mayor or President as the decision maker, would be accountable to the community for the decision to authorise additional electronic attendance.

7.4 RATING EXEMPTION ADVOCACY MOTION

City of Bunbury

RESOLUTION

Moved: Cr Karen Steele, City of Bunbury

Seconded: President Cr Tony Dean, Shire of Nannup

That WALGA, in addition to its current advocacy positions 2.1.1 and 2.1.2 relating to rating exemptions, advocate to the WA Government for the introduction of a reimbursement model, whereby the WA Government repays Local Government the greater of:

- 1. 75% of the value of rates lost in applying the charitable purposes exemption; or**
- 2. 1% of the total rate revenue of the Local Government.**

CARRIED

MEMBER COMMENT

The City of Bunbury faces significant financial impacts from rate exemptions granted under Section 6.26(2) of the *Local Government Act*, with 443 properties currently exempt due to charitable or religious purposes. This represents a substantial annual revenue loss of \$1.67 million (3.4% of total rates), affecting the City's capacity to deliver community services and facilities.

WALGA has established advocacy positions calling for reform, particularly focusing on the need to review rating exemption categories and address the expanding scope of charitable purpose definitions. Of particular concern is that exemptions have extended beyond their original intention, now encompassing non-charitable commercial activities of charitable organizations.

This matter requires urgent attention as the current system creates an inequitable burden on other ratepayers and impacts the financial sustainability of Local Governments in delivering essential community services.

The City of Bunbury currently has 443 properties with 85 organisations that have a rate exemption under Section 6.26(2) of the *Local Government Act* due to properties being used for charitable or religious purposes. This equates to a loss of rate revenue of \$1,667,522 in 2024/25, or 3.4% of rates which has a significant impact on the City to fund services and facilities for the Bunbury community. Of these properties, 407 (\$1,227,021) are used for charitable purposes.

The following is a comparison with other known Local Governments (as at October 2024).

Council	Number of Rate Exempt Properties	Total Number of Properties	Percentage of Rate Exempt Properties	Loss of Revenue from Rate Exemptions	Total Rate Revenue	Percentage of Loss Revenue
City of Bunbury	443	17,194	2.6%	\$1,667,522	\$49,690,996	3.4%
City of Busselton	171	25,327	0.7%	\$1,296,212	\$64,960,318	2.0%
City of Geraldton	158	19,487	0.8%	\$1,700,000	\$54,080,426	3.1%
Shire of Harvey	44	13,245	0.3%	\$99,000	\$29,482,269	0.3%
City of Wanneroo	374	88,589	0.4%	Not Provided		

WALGA already has four documented Advocacy Positions relating to this matter, the two most applicable being:

2.1.1 Rating Exemptions Review

A broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act 1995; and

2.1.2 Rating Exemptions Charitable Purposes

1. *Amend the Local Government Act 1995 to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997;*
2. *Either:*
 - a. *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
 - b. *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*
3. *Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act 1995.*

Exemptions under this section of the Act have extended beyond the original intention and now provide rating exemptions for non-charitable purposes, which increase the rate burden to other ratepayers. It is considered that in the absence of amendments to better define 'charitable purposes', that the WA Government considers reimbursement to local governments once exemptions exceed a defined threshold, which could be set based on Local Government band levels.

SECRETARIAT COMMENT

In addition to the WALGA Advocacy Positions 2.1.1 and 2.1.2 as mentioned in the Member comment for this item, WALGA also has the following relevant positions on rating exemptions:

2.1.3 Rating Exemptions – Department of Housing: Leasing to Charitable Organisations

Position Statement	That WALGA advocate to the Minister for Housing to include in the lease agreements with charitable institutions that they must pay Local Government rates on behalf of the Department of Housing recognising the services Local Government provides to its tenants.
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2.1.4 Rating Exemptions – Rate Equivalency Payments

Position Statement	Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.
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2.1.5 Rating Restrictions – State Agreement Acts

Position Statement	Resource projects covered by State Agreement Acts should be liable for Local Government rates.
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7.5 RATEABILITY OF MISCELLANEOUS LICENSES

Shire of Mount Magnet

RESOLUTION

Moved: President Cr James McGorman, Shire of Mount Magnet

Seconded: President Cr Rossco Foulkes-Taylor, Shire of Murchison

That WALGA:

- 1. Formally oppose any move by the Local Government Minister to introduce amendments to the *Local Government Act* to restrict the application of rates on Miscellaneous Licenses.**
- 2. Develop an advocacy position on sector consultation prior to any amendment to the *Local Government Act*.**
- 3. Undertake a financial analysis of the cost to the Mining Industry of the rating of Miscellaneous Licenses compared to the benefit to the Local Government sector.**

CARRIED

MEMBER COMMENT

The *Local Government Act 1995* s 6.26 (1) sets out the intent that all occupied land utilized for purposes other than charitable, benevolent, or other purposes of the Crown is rateable.

Subsequent to the enactment of the *Local Government Act 1995*, significant amendments were made to the terms of a Miscellaneous License in the *Mining Act 1978* through the *Mining Amendment Act 1998*.

Miscellaneous Licenses are one of a number of tenement types granted in respect to mineral resource recovery by the Department of Local Government, Industry Regulation and Safety (LGIRS). The defined purposes for the grant of a Miscellaneous License is set out in the Mining Regulations 1981 r 42B, of which constitute significant infrastructure and construction necessary for the operations necessary to a mining enterprise.

The *Mining Amendment Act 1998* amended the term of the Miscellaneous license from a 5-year term with further two 5-year possible extensions; to a 21-year term with two possible further 21-year term extensions.

This amendment was made to explicitly facilitate the construction of permanent infrastructure – an evolution that clearly signals a shift in their functional and economic significance.

The introduction of the Fringe Benefits Tax in 1986 had a devastating impact on regional communities across Australia as Fly in Fly out work took hold, and unrated remote work camps replaced local workers, while often increasing traffic on Local Government owned assets such as airports and short stay accommodation intended for tourists, but used to house overflow crews.

Justice Solomon stated in his deliberations that:

"It is also noteworthy that the local government has a substantive role to play in the grant of a miscellaneous licence over any land (including Crown land). Given that a miscellaneous licence is often used for the development of significant infrastructure, the need for the involvement of local government is self-evident. Even a cursory perusal of the items listed in reg 42B indicates that it refers to facilities and infrastructure that would ordinarily be of direct concern to a local government.

It is noteworthy that the role of local government in the granting of other mining tenements is more limited. That feature of the Mining Act 1978 suggests that local government is likely to be more concerned or directly engaged with the activity on a miscellaneous licence than on other mining tenements."

Road Agreements

The Local Government in which a Miscellaneous License is held for the purpose of road construction, will often enter an agreement for maintenance of that road. The agreement is voluntary in basis, however, the cost of drafting and regulating compliance with the agreement is reported by many Local Governments to be both financially and resource hungry.

There have been reports made by Local Governments of agreements taking years to be completed, of costs to take legal action to enforce compliance, and the regular inspections to ensure undertaking are met.

These costs are outside the scope of road agreements and borne by the Local Government.

Much of the resource fields of Western Australia are located in Band 4 Local Governments, in very remote areas. While the Mining Company has access to legal and corporate resources, Local Governments are under-resourced and unequal in the negotiations.

Mining Camps

Significant environmental health services are provided to remote Mining Camps by Local Government, including commercial kitchen licensing, inspection and regulation; sewerage/wastewater treatment systems and monitoring, inspection and compliance; swimming pool inspections including water monitoring; all other services offered to a town-based business, with the cost of distance to travel and the complication of many more residents.

During an epidemic or outbreak of communicable disease, the Local Government in remote areas holds the statutory responsibility for incident control.

This service is increasingly difficult to resource with qualified officers choosing not to live and work remotely.

Mining Camps situated on a Miscellaneous License or Mining Lease have on occasion been approved by the Minister as rateable under the GRV methodology, upon application by the Local Government. This area of land is excised from the tenement for the purpose of the valuation.

The process for this to occur is protracted, requires the Mining Camp to have been operational for 12 months already and is at the discretion of the Minister. The Mining Company is required to provide input to the decision in the interest of fairness.

These already GRV-rated camps would be exempt from any rating of miscellaneous licenses as they have already been excised from the tenement.

Pipelines, powerlines, conveyor systems, tunnel, bridge, aerodrome, communications facilities, power generation and transmission facilities, storage or transportation facility for minerals or mineral concentrates, and pump stations

Each of the above purposes conveys a restricted access to the land on which they are constructed by tourists, small prospectors and local Traditional Owners. In many cases they are constructed on an underlying pastoral property which also pays rates on the same parcel.

Borefield, bore

These purposes require less restriction of access, but are also valued at a lower rate under the *Valuation of Land Act* than other purposes.

On this one piece of land, for each of the purposes above, the pastoral activity is curtailed despite the cost of the pastoral lease remitted to the State Treasury, and the rates to the Local Government.

The rateable value of a Miscellaneous License under the *Valuation of Land Act* is five times the rent on the tenement which is set out in the Mining Regulations 1981. Currently the rent on a Miscellaneous License is \$27 per ha, with the exception of a license granted for the search of ground water which is valued at \$112 per ha.

Rent payable on an underlying exploration license is \$1.55 per ha.

Tenement holder remits to -

- **Treasury** – rent on the exploration license, for the Miscellaneous License, (in addition to royalty applicable on the principle Mining Tenement activity).
- **Local Government** – rates on the exploration license only.

The Pastoralist remits to –

- **Treasury** – rent on the pastoral lease
- **Local Government** – rates on the pastoral lease.

On occasion the Mining Company will provide extra funds through a Community Benefit scheme to a community through philanthropic gifting which is spent in accordance with the ideological values of the board, land access purposes, and often to charities or causes that are outside of the regions in which the minerals are extracted through ESG programs. These donations do not correlate to rigorous statutory Integrated Planning and Reporting process undertaken by the Local Government.

The Local Government is increasingly constrained financially and further burdened by compliance with regulations – particularly in the regions where the minerals are extracted. Service provision that falls within the statutory scope of the State Government is being devolved to Local Government, including housing for State employees, medical services, security to community, provision of agency services such as Transport, Health, Human Services. These are by and large unfunded and under resourced by the State Government.

Planning options are significantly constrained through land banking of Mining Companies with tenements in townsites and on town commons.

Conversely, the GDP provided by the Mining Industry in Australia for quarter 1 of 2025 alone reached \$84.1B.

This inequity of wealth distribution has been evidenced through recent actions taken by Councils to increase rates to adequately fund the deficiency in their budget in accordance with the *Local Government Act* requirements. At that time, the Minister for Local Government publicly stated that the proposal "did not meet the values of consistency, equity and fairness".

In handing down his decision, Justice Solomon concluded with

"It is plain from the terms of the provisions referred to above [s6.26] that the object of imposing rates is to raise revenue for local government to undertake its activities. Specifically, the imposition of rates allows a local government to make up any budget deficiency. The Act thus reflects a direct link between the imposition of rates and the local government's ability to undertake its activities. As noted above, the local government plays a direct role and function in the grant of a miscellaneous licence. Plainly, the more significant the infrastructure proposed to occupy the miscellaneous licence, the greater will be the role played and the activity undertaken by the local government. In my view, a construction that exempts land from rates which is the subject of a miscellaneous licence and is occupied by significant infrastructure, sits most uncomfortably with the plain object of the statutory provisions concerning the local government's power to impose rates.

The second factor stems from the wording of s 6.26(2) itself. The exemptions in s 6.26(2)(a) - (k) relate overwhelmingly to charitable, benevolent, religious and public or civic purposes. That sits harmoniously with the theme of s 6.26(2)(a)(i). A construction that would exempt from rating, land that may be occupied by critical infrastructure facilitating the creation of profits for private interests, runs counter to the charitable and civic theme of s 6.26(2).

In my view, the Shire's construction provides greater harmony with the relevant object of the rating provisions of the LGA. "

The judiciary—our independent and impartial arbiter of legislative intent—has clearly affirmed the rateability of Miscellaneous Licenses, not only through statutory interpretation but also through a reasoned understanding of their practical implications.

To disregard this position through swift legislative action, without sector wide consultation is to undermine the very principles of legal clarity and administrative fairness upon which our governance is built.

The AGM is requested to support the actions taken by the Shire of Mount Magnet to rate Miscellaneous Licenses in accordance with the judgement recently handed down by the Supreme Court, and further request WALGA to undertake a full financial analysis of the cost to the mining industry of this action, and the financial benefit to Local Government in Western Australia.

SECRETARIAT COMMENT

At the time of the distribution of this Agenda, State Council has not considered an item relating to Miscellaneous Licences.

However, item 8.2 in the September 2025 State Council Agenda relates to rating of Miscellaneous Licences. The recommendation in that report is that WALGA:

1. Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the *Mining Act 1978*, and
2. Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating.
3. Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the *Local Government Act 1995*.

This item will be considered by State Council at the meeting on 5 September.

In relation to point 2 of the motion –

As a matter of course WALGA always advocates for consultation on legislative and regulatory amendments, however formalising this position has merit.

In relation to point 3 of the motion –

WALGA would need to determine the scope and cost of this analysis before considering in the context of WALGA's existing budget.

8 CLOSURE

Upon the completion of business, the Chair declared the meeting closed at 4:11pm.

Attachment 3: Action Taken on Resolutions of the 2025 Annual General Meeting

2025 AGM Resolution	Comment/Update
7.1 Provision of Medical Services in Remote and Very Remote Local Government That WALGA calls on the Western Australian Government and WA Grants Commission to: 1. increase the total funding and then the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and 2. recalculate distributions to those Local Governments that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.	This item was referred by State Council to the People and Place Advisory Group for further work in December 2025. Improving access to primary healthcare services in rural and remote areas remains an advocacy priority for WALGA, supported by the WALGA 2025 General Practice Support Survey Report published in January 2026. This advocacy priority is also reflected in the current Federal and State Budget Submissions and aligned to the revised Advocacy Position 3.2.2 Rural and Remote Healthcare Services endorsed by State Council in September 2025. WALGA is exploring opportunities for partnership advocacy on this matter with health sector stakeholders. This work includes developing solution options. Progress will be shared with State Council in due course. WALGA has raised the sector's concerns directly with the Minister for Health and has engaged with the Office's advisors, who have expressed interest in developing solutions and the opportunity to work collaboratively to raise these with the Australian Government. The provision of medical services in remote and very remote Local Governments is an issue across jurisdictions and WALGA is concurrently advocating to the Australian Government and keen to explore opportunities for co-commissioning of place-based models.

7.2 Homelessness – Short-Term Accommodation Solutions That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in all Local Governments across Western Australia.	This item was referred by State Council to the People and Place Advisory Group for further work in December 2025. Following consultation with the sector, to address the range of issues being experienced, a new Advocacy Position was developed. State Council endorsed the new Homelessness Advocacy Position 3.11 in May 2026: <i>WALGA calls on the Western Australian and Australian Governments to provide leadership, support and sustainable, long-term funding to prevent and respond to homelessness, in particular by:</i> <i>1. Ensuring specialist homelessness services are responsive to local need, place-based and people-centred.</i> <i>2. Investing in crisis accommodation, social and affordable housing and wraparound services.</i> <i>3. Strengthening homelessness data collection and sharing arrangements to provide current, granular and locally relevant information to inform funding and improve service provision.</i>
7.4 Rating Exemption Advocacy Position That WALGA, in addition to its current advocacy positions 2.1.1 and 2.1.2 relating to rating exemptions, advocate to the WA Government for the introduction of a reimbursement model, whereby the WA Government repays Local Government the greater of: 1. 75% of the value of rates lost in applying the charitable purposes exemption; or 2. 1% of the total rate revenue of the Local Government.	This item was referred by State Council to the Governance Advisory Group for further work in December 2025. WALGA's current Rating Exemption Advocacy Positions 2.1.1 to 2.1.4 call for a broad review into the justification and fairness of all rating exemption categories, with a particular focus on the charitable purpose's exemption. WALGA included funding for a review of rates in its most recent State Budget submission. Additional concerns regarding rating and rating exemptions have arisen since the 2025 AGM. WALGA will undertake a RFQ process for an external consultant to undertake a review of rating exemptions to assist with WALGA's advocacy to the State Government.

	WALGA has directly raised concerns about rating exemptions with key political stakeholders including directly with the Minister for Local Government, and through submissions including the State Budget Submission and Submission to the Inquiry into Local Government Financial Sustainability.
7.5 Rateability of Miscellaneous Licenses That WALGA: 1. Formally oppose any move by the Local Government Minister to introduce amendments to the <i>Local Government Act</i> to restrict the application of rates on Miscellaneous Licenses. 2. Develop an advocacy position on sector consultation prior to any amendment to the <i>Local Government Act</i>. 3. Undertake a financial analysis of the cost to the Mining Industry of the rating of Miscellaneous Licenses compared to the benefit to the Local Government sector.	State Council endorsed this resolution in December 2025. Advocacy Position 2.1.18 Rating of Miscellaneous Licences was adopted by State Council in September 2025: <i>That WALGA:</i> 1. <i>Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the Mining Act 1978; and</i> 2. <i>Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating.</i> 3. <i>Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the Local Government Act 1995.</i> WALGA undertook extensive engagement with the State Government and opposition parties including the Liberals, Nationals and the Greens to strongly oppose the legislative amendments, however the Bill was passed in June 2026. WALGA previously advocated for a Regulatory Impact Assessment to be undertaken by the State Government to determine the potential impact on Local Governments affected by this amendment. The financial implications of this amendment are yet to be determined, however, impacted Local Governments and their communities will need to work through this process, as a result of the State Government's legislative changes.

	Notwithstanding this, WALGA continues to advocate for a broad review to be conducted into the justification and fairness of all rating categories currently prescribed in the Act. Rating exemptions have a significant impact on the revenue of Local Government and their ability to provide essential community services.
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Ordinary Council Meeting 27 October 2026

Attachment 1 – 11.1.3a Draft Shared Service Agreement – Ranger.

Attachment 2 – 11.1.3b Draft Ranger- Shared Service Model – Advert Pack.

Attachment 3 – 11.1.3c Draft Shared Service Budgets.

Item 11.1.3 – Shared Resources Ranger Service Agreement



Shire of
Perenjori
Embrace Opportunity



Attachment 1 – 11.1.3a Draft Shared Service Agreement – Ranger.

SHARED SERVICE AGREEMENT – RANGER SERVICES

SHIRES OF MORAWA, PERENJORI & CARNAMAH

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THIS AGREEMENT is made on the ____ day of _____ 2026.

PARTIES

Shire of Morawa, of 26 Winfield Street, Morawa WA 6623 (“Primary Shire”)

Shire of Perenjori, of Fowler Street, Perenjori WA 6620

Shire of Carnamah, of Macpherson Street, Carnamah WA 6517

Together referred to as the Parties.

RECITALS

A. The Parties wish to collaborate in the provision of Ranger, compliance and community-safety services across their respective districts.

B. The Parties agree that the Primary Shire will employ a Ranger and provide the employment benefits, equipment, accommodation and insurances necessary for the delivery of the services.

C. The Parties agree to share the cost of the Ranger services in accordance with the service allocation and cost-sharing arrangements set out in this Agreement.

D. The Parties wish to formalise their shared-service arrangement through this legally binding Agreement.

E. The Parties agree that any decision to enter or withdraw from this agreement will be made by resolution of the Council of each Local Government.

OPERATIVE PROVISIONS

1. Definitions

In this Agreement:

“Agreement” means this Shared Service Agreement.

“Ranger” means the Shared Resource Ranger employed by the Primary Shire.

“Services” means the Ranger services described in Clause 6 and Schedule 1.

“Term” means the period specified in Clause 3.

“CEOs” means the Chief Executive Officers of each Party.

“Cost-Sharing Schedule” means the schedule set out in Schedule 2.

“Delegations” means the authorisations issued by each Shire under relevant legislation.

“Primary Shire” means the Shire of Morawa.



2. Purpose

The purpose of this Agreement is to establish a shared-service arrangement for the delivery of Ranger services across the three Shires, including employment, resourcing, service delivery, cost-sharing, governance and reporting.

3. Term

This Agreement commences on the date of execution and continues for a fixed term of three (3) years.

4. Employment of Ranger

4.1 The Ranger will be employed solely by the Primary Shire under the Municipal Employees (Western Australia) Award 2021, Level 6–7.

4.2 The Ranger is not an employee of the other Parties.

4.3 The Primary Shire will manage all employment matters including recruitment, performance management, payroll, leave, training and disciplinary processes.

5. Resourcing Responsibilities

5.1 Primary Shire Responsibilities

The Primary Shire will provide:

- Salary and employment on-costs
- Shire house (located in Perenjori)
- Ranger vehicle with restricted private use
- Mobile phone, laptop, PPE and operational equipment
- **Firearms equipment and licensing support**
- Workers compensation, public liability, professional indemnity and motor vehicle insurance

5.2 Shared Responsibilities

Each Party will provide:

- Desk, computer access and workspace as required
- Access to records systems and local-law registers
- Administrative support for reporting and documentation

6. Scope of Services

The Ranger will deliver the Services described in Schedule 1, including:

- Animal control
- Local law enforcement
- Parking compliance
- Illegal camping enforcement
- Patrols

- 
- Investigations and evidence preparation
 - Community education
 - After-hours callouts
 - Reporting and record keeping

7. Service Allocation

The Ranger's weekly allocation will be:

- Shire of Morawa: 2 days per week
- Shire of Carnamah: 2 days per week
- Shire of Perenjori: 0.5 day per week
- Travel Time: 0.5 day per week (shared proportionally)

A weekly schedule will be prepared by the Ranger and approved by the Primary Shire and provided to all CEOs.

8. Delegations and Authorisations

8.1 Each Party will issue the Ranger with Delegations under:

- Dog Act 1976
- Cat Act 2011
- Local Government Act 1995
- Local laws of each Shire
- Firearms Act (as applicable)

8.2 Delegations must be kept current and reviewed annually.

9. Governance and Management

9.1 Operational supervision will be provided by the Primary Shire's [Insert Relevant Officer Title].

9.2 Strategic oversight will be provided by the CEOs of all three Shires.

9.3 Quarterly governance meetings will be held to review performance, risks, resourcing and service delivery.

9.4 The Ranger will provide monthly activity reports to each CEO.

10. Cost-Sharing and Financial Arrangements

10.1 Costs will be shared in accordance with Schedule 2.

10.2 The Primary Shire will issue quarterly invoices to the other Parties.

10.3 Payment terms are 30 days.



10.4 Costs include salary, on-costs, vehicle costs, equipment, PPE, training and accommodation utilities.

11. Records and Data Management

11.1 The Ranger will maintain accurate records of infringements, investigations, impounding and compliance actions.

11.2 Records will be stored in accordance with each Party's Recordkeeping Plan.

11.3 Data sharing must comply with confidentiality and privacy obligations.

12. Work Health and Safety

12.1 The Ranger must comply with WHS legislation and all Shire policies.

12.2 Each Party must ensure safe workplaces and provide necessary equipment.

12.3 Firearm safety protocols must be strictly adhered to.

13. Insurance

13.1 The Primary Shire will maintain workers compensation, public liability, professional indemnity and motor vehicle insurance.

13.2 Each Party will maintain public liability insurance for activities occurring within its district.

14. Confidentiality

All Parties must maintain confidentiality of records, investigations, personal information and operational matters.

15. Dispute Resolution

15.1 Operational disputes will be addressed between the Ranger and the Executive Manager Works & Assets.

15.2 Strategic disputes will be escalated to the CEOs.

15.3 If unresolved, the matter will be referred to an independent mediator agreed by the Parties.

16. Termination

A party may withdraw from the agreement by advising the Primary Shire in writing no less than 90 days prior to the agreement expiry. Any party withdrawing from the Agreement will be obliged to comply with the terms of the Agreement until the expiry date.

Cost reconciliation will occur upon termination.

17. Variation

This Agreement may only be varied by written agreement executed by all Parties.

18. Entire Agreement

This Agreement constitutes the entire agreement between the Parties and supersedes all prior arrangements relating to the subject matter.



19. Execution

Executed as an Agreement.

Shire of Morawa

Chief Executive Officer: _____

Date: _____

Shire of Perenjori

Chief Executive Officer: _____

Date: _____

Shire of Carnamah

Chief Executive Officer: _____

Date: _____

Ranger

(Shires of Morawa, Perenjori & Carnamah)

The Shires of Morawa, Perenjori and Carnamah are seeking an experienced, community-focused Ranger to join our team in a newly created shared-service role supporting all three local governments.

This is an exciting opportunity to work across three vibrant Mid West communities, providing high-quality compliance, animal control and community safety services. The role offers variety, autonomy, and the chance to make a visible difference across our towns.

About the Role

The Ranger will undertake a broad range of compliance and regulatory duties including:

- Dog infringements, investigations and impounding
- Animal control, including authorised corella culling (firearms licence required or able to obtain)
- Parking enforcement and townsite patrols
- Illegal camping and local law compliance
- After-hours callouts on a rostered basis
- Community education and engagement
- Installing microchips in accordance with legislative requirements and approved Shire procedures

You will work independently across the three Shires, supported by senior staff and provided with modern equipment, clear procedures and a strong organisational culture.

What We Offer

- Competitive salary (Municipal Employees Award Level 6-7, dependent on experience)
- Quality Shire house provided in Perenjori
- Ranger vehicle with restricted private use
- Mobile phone, laptop, PPE and equipment
- Professional development and training opportunities
- A supportive team environment across three progressive Shires

About You

You will bring:

- Experience in Ranger and compliance roles
- Strong knowledge of relevant legislation
- Excellent communication and conflict-resolution skills

- Ability to work independently and manage competing priorities
- Firearms licence (or ability to obtain)
- Animal handling experience
- A commitment to community safety and customer service

How to Apply

Your application should include:

1. A cover letter outlining your suitability
2. A resume
3. Responses to the Selection Criteria (Essential & Desirable)

The full Information Pack and Position Description are available on request.

Applications close [insert date].

For further information, please contact the Chief Executive Officer, Shire of Morawa, on [insert contact details].

Information Pack – Shared Resource Ranger

(Shires of Morawa, Perenjori & Carnamah)

1. Introduction

Thank you for your interest in the Shared Resource Ranger position. This pack provides information about the role, the three Shires, employment conditions, and the application process.

2. About the Shires

Shire of Morawa

A welcoming and inclusive community with strong agricultural roots, Morawa offers a supportive workplace culture and a commitment to continuous improvement.

Shire of Perenjori

Known as the “Heart of the Wildflower Country”, Perenjori is a small but vibrant community with a strong focus on collaboration and regional partnerships. The Ranger residence will be located in Perenjori.

Shire of Carnamah

Carnamah is a progressive rural Shire with a proud history, active community groups, and close proximity to the Mid West coast, offering easy access to coastal recreation.

Together, the three Shires have formed a shared-service arrangement to deliver high-quality Ranger services across the region.

3. The Role

The Shared Resource Ranger is responsible for delivering compliance, regulatory and community safety services across all three Shires. The role is based operationally across Morawa, Perenjori and Carnamah, with office facilities provided in Morawa and accommodation provided in Perenjori.

Key responsibilities include:

- Dog infringements, investigations and impounding
- Animal control including corella culling
- Parking enforcement
- Illegal camping and local law compliance
- After-hours callouts
- Community education
- Installing microchips in accordance with legislative requirements and approved Shire procedures
- Preparation of reports, evidence and documentation
- Liaison with WA Police, DPIRD, veterinarians and other agencies

4. Employment Conditions

Award: Municipal Employees (Western Australia) Award 2021

Level: 6-7 (dependent on qualifications and experience)

Hours: Full-time, 38 hours per week

Housing: Shire house provided in Perenjori

Vehicle: Ranger Ute provided for work purposes and restricted private use

Equipment: Mobile phone, laptop, PPE, firearms equipment (as authorised)

Probation: Standard six-month probation period

After-hours: Participation in a callout system

5. Skills & Attributes

Essential

- Experience in Ranger or compliance roles
- Knowledge of Dog Act, Cat Act, Local Government Act and local laws
- Ability to issue infringements and conduct investigations
- Firearms licence (or ability to obtain)
- Strong communication and conflict-resolution skills
- Ability to work independently across multiple Shires
- Animal handling experience
- Physical fitness suitable for field duties
- Current WA C-Class Driver's Licence
- Ability to obtain Police Clearance and Medical

Desirable

- Qualifications in Local Government Regulatory Services, Animal Control or Compliance
- Experience in regional communities
- Knowledge of parking enforcement systems
- Chemical handling certification
- Experience with firearms in a professional context

6. Application Process

Your application must include:

1. Cover Letter (1-2 pages) summarising your interest and suitability
2. Resume including referees

3. Statement addressing the Selection Criteria

Applications should be submitted to: Chief Executive Officer - Shire of Morawa

Email: ceo@morawa.wa.gov.au

7. Recruitment Timeline

Applications open: [insert date]

Applications close: [insert date]

Shortlisting: Within one week of closing

Interviews: Conducted jointly by the three Shires

Appointment: As soon as practicable

8. Further Information

For confidential enquiries, please contact: Chief Executive Officer - Shire of Morawa

Email: [\[insert email\]](#)

Attachment 3 – 11.1.3c Draft Shared Service Budgets

Indicative Ranger Shared Services Budget			
Shires of Carnamah - Morawa - Perenjori			
Budget 1		Budget 2	
Salary (Level 6)	\$89,078.09	Salary (Level 7)	\$96,804.24
Housing Allowanance	\$6,481.28	Housing Allowanance	\$6,481.28
Superannuation (15%)	\$13,361.71	Superannuation (15%)	\$14,520.63
Workcover	\$6,300.00	Workcover	\$6,300.00
Laptop/Accessories	\$3,000.00	Laptop/Accessories	\$3,000.00
Mobile Phone & Usage	\$1,800.00	Mobile Phone & Usage	\$1,800.00
Stationary/Misc Equipment	\$1,500.00	Stationary/Misc Equipment	\$1,500.00
Uniforms/PPE	\$1,500.00	Uniforms/PPE	\$1,500.00
Training	\$2,000.00	Training	\$2,000.00
Vehicle - Lease/fuel/Service	\$41,500.00	Vehicle - Lease/fuel/Service	\$41,500.00
4x4 Dual Cab		4x4 Dual Cab	
Roobar		Roobar	
spotlights		spotlights	
phone Kit/High Gain Antenna		phone Kit/High Gain Antenna	
Logos/Signage		Logos/Signage	
Total	\$166,521.08	Total	\$175,406.15

Note: Approved over-time to be charged directly to Shire - Not Shared.

Shire of Morawa



Ordinary Council Meeting 27 October 2026

Attachment 1 – 11.1.4a Shire of Morawa Public Health Plan 2027-2031

Item 11.1.4 – Shire of Morawa Public Health Plan 2027-2031

Shire of Morawa

PUBLIC HEALTH PLAN 2027 - 2031

A healthy, connected and resilient Shire, supported by safe environments, inclusive communities and strong partnerships.



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Acknowledgement of Country

The Shire of Morawa acknowledges the Traditional Custodians of the land and pays respect to Elders past and present. The Shire recognises the continuing connection of Aboriginal people to Country, culture and community and the importance of working together for the future of Morawa.

Message from the Shire President



The Shire of Morawa is pleased to present its Public Health Plan 2027 - 2031. The Plan provides a practical framework for the Shire's contribution to protecting and improving the health and wellbeing of our community over the next five years.

Morawa is a resilient rural community with strong community connections, a proud agricultural history, growing economic opportunities and valued local facilities and services. The Plan recognises these strengths and builds on the many activities already undertaken by the Shire and across the community that contribute to positive health and wellbeing.

Many of the factors that influence health extend beyond the direct responsibility of local government. While the Shire does not provide hospital, primary care or specialist health services, we have an important role in protecting public health, creating safe and supportive local environments, strengthening community connection, advocating for local needs and working in partnership with health services, government agencies and community organisations.

Through this Plan, we will build on the Shire's existing strengths and work together with our community and partners to support a healthy, connected and resilient community where people of all ages have the opportunity to live well.

1. Background



Local governments have long played an important role in protecting and promoting public health. Traditional responsibilities such as sanitation, food safety, environmental health regulation, wastewater management, land use planning, infrastructure and disease prevention remain fundamental to protecting communities from public health risks.

The way public health is understood however, has broadened considerably. Health and wellbeing are influenced not only by access to healthcare, but also by the conditions in which people live, work, learn and participate in their community. Lifestyle factors, chronic disease, mental wellbeing, social connection, education, employment, housing, transport, access to services and the natural and built environment can all influence health outcomes. Climate change and increasing exposure to extreme weather also present emerging challenges for community health and resilience.

Local government is well placed to influence many of these factors through its everyday functions and services. Decisions about public spaces, recreation facilities, footpaths, community infrastructure, accessibility, environmental health, waste management, emergency preparedness, community development and land use planning can contribute to environments that support healthier lives.

For the Shire of Morawa (the Shire), public health planning provides an opportunity to bring these contributions together within a coordinated framework. It recognises the considerable work the Shire already undertakes to protect and support community health, while identifying practical opportunities to strengthen this contribution over the life of the Plan.

The Shire cannot address all factors influencing health independently, nor is it responsible for delivering hospital, primary care or specialist health services. Its role is to focus on areas within local government responsibility and influence, while working collaboratively with health services, government agencies, community organisations and other partners.

Through this approach, the Public Health Plan builds on the Shire's existing strengths and supports a healthy, safe, connected and resilient community.

1.1 Public Health Planning Context

Public health is shaped by a wide range of social, environmental, cultural and economic factors that influence how people live, work and connect within their communities. For a small rural community such as the Shire of Morawa, factors including distance from services, an ageing population, access to transport, housing, employment, social connection and environmental conditions can have an important influence on health and wellbeing. Local government contributes by creating environments that protect health, reduce risk and support wellbeing across all stages of life.

This Plan has been developed in accordance with the *Public Health Act 2016* and the State Public Health Plan for Western Australia 2025 – 2030. The Act requires local governments to prepare and implement a Public Health Plan that identifies local public health needs, establishes priorities for action and outlines how public health functions will be delivered, monitored and reported.

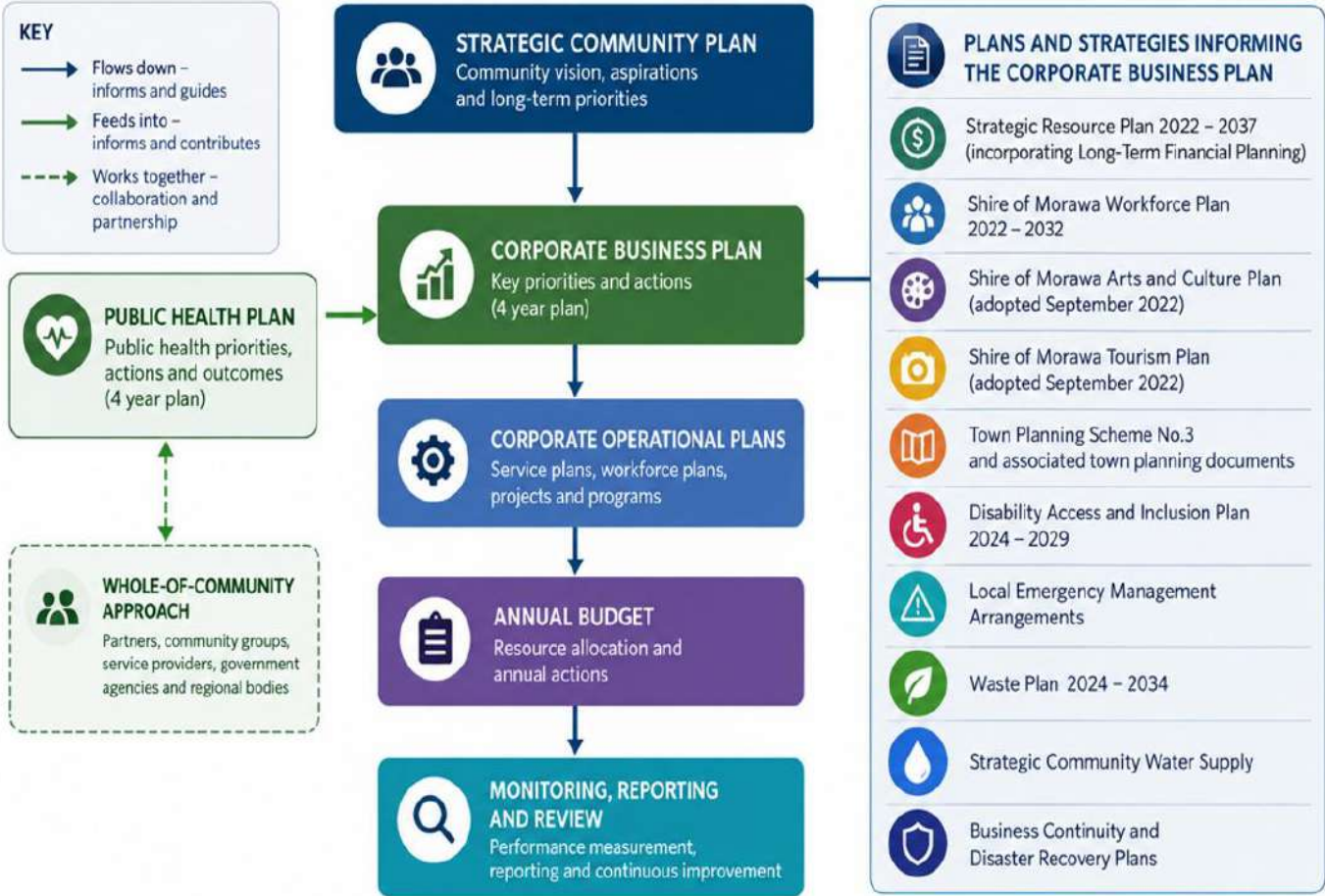
The Plan provides a coordinated framework for public health action within the Shire of Morawa. It builds on existing Shire services, strategies and activities and integrates public health priorities with the Shire's broader planning and reporting processes. While the Shire is not responsible for delivering hospital, primary care or specialist health services, it has an important role in environmental health, planning, infrastructure, community development, recreation, emergency management, advocacy and partnership building.



1.2 Alignment with Shire Planning

The Public Health Plan sits within the Shire’s broader strategic planning framework and supports the delivery of the community priorities and outcomes established through the Shire’s Strategic Community Plan 2022 - 2032 and Corporate Business Plan 2024 - 2034.

Public health actions identified through this Plan will inform relevant corporate, operational, service, asset and budget planning processes.



1.3 Alignment with Shire Planning - cont.

The Shire's Vision is strongly reflected in the Public Health Plan, particularly through the focus areas of *Occupying a Safe and Healthy Living Space* and *Embracing Cultural and Social Diversity*.

These include objectives to:

- build safer neighbourhoods and support fit for purpose housing,
- increase active living and enhance health service provision,
- champion inclusion and engagement,
- invest in socialisation and belonging,
- promote positive ageing in place, and
- support arts, culture and community participation.

The Public Health Plan provides a public health lens through which these broader community priorities can be considered and implemented. It identifies where existing Shire activities already contribute to improved health and wellbeing and where future actions, partnerships or advocacy can further support these outcomes.

Actions arising from the Public Health Plan will be incorporated into the Shire's Corporate Business Plan, annual planning and budget processes where relevant, ensuring implementation occurs through established Shire planning and reporting mechanisms rather than through a separate planning process.



2. The Shire's Role in Public Health

Local government has an important influence on the places and conditions in which people live, work, learn, recreate and connect. Through its everyday functions and services, the Shire can influence many of the social, environmental, cultural and economic factors that contribute to health and wellbeing.

In Morawa, this includes environmental health and regulation, planning and development, infrastructure and public spaces, recreation and community facilities, waste and wastewater management, community development, accessibility and inclusion and emergency management. Together, these functions help protect the community from public health risks and support healthy, safe, connected and resilient communities.

The Shire's role is primarily focused on prevention, protection and creating supportive local environments. In areas such as environmental health where the Shire has direct statutory responsibilities. In other areas, its contribution is achieved through planning, infrastructure, community activities, partnerships, facilitation and advocacy.

The Shire does not provide hospital, primary care or specialist health services. Where responsibility sits with State or Commonwealth governments or other service providers, the Shire can advocate for local needs and work with relevant organisations to improve access and outcomes.

The Plan therefore focuses on practical actions within the Shire's responsibilities, influence, capacity and resources.



2.1 Environmental Health - A Core Public Health Function

Environmental Health is concerned with creating and maintaining environments that protect and support human health. It encompasses a range of regulatory, monitoring, compliance and education activities designed to prevent disease, reduce environmental health risks and promote safe and healthy living conditions.

The Shire's Environmental Health functions are a core part of its public health responsibilities and help protect the community through:

- monitoring and protecting drinking water quality,
- food business regulation and safe food handling practices,
- standards for housing, accommodation and public buildings,
- mosquito, pest, noise and other environmental health management,
- safe recreational and public environments,
- monitoring and responding to environmental and communicable disease risks,
- education and compliance relating to tobacco legislation, personal appearance services and other public health requirements, and
- safe wastewater and effluent disposal, including onsite wastewater systems.

These functions provide an important foundation for public health in the Shire and contribute directly to the prevention of disease, injury and environmental health risks.



2.2 A Whole-of-Shire Approach

While the Environmental Health functions lead the delivery of many core public health functions, responsibility for supporting health and wellbeing extends across the organisation. Many Shire services contribute to health outcomes through planning, infrastructure, service delivery and community engagement.

Key contributors include:



This whole of Shire approach recognises that health and wellbeing are influenced by decisions made across many service areas and reinforces the importance of collaboration, coordination and shared responsibility in improving community outcomes.

2.3 Whole-of-Community Approach

Improving health and wellbeing in the Shire requires a shared approach. While the Shire has an important role in creating healthy environments and supporting community wellbeing, many of the factors influencing health are outside the direct responsibility of local government.

Strong partnerships enable the Shire to draw on the knowledge, expertise and resources of organisations responsible for health, community and support services, while ensuring that the needs of the community are represented in regional planning and service delivery.

The Shire will continue to work with community members, government agencies, health and service providers, Aboriginal organisations, education providers, local businesses and community groups to support the priorities identified in this Plan. Partnerships will also provide opportunities to coordinate activities, share information, advocate for improved access to services and pursue external funding where appropriate.

Key partners may include:

- WA Country Health Service and other State Government agencies,
- local and regional health, mental health, aged care, disability and community service providers,
- Aboriginal organisations and Aboriginal health services,
- local schools, early childhood services and other education providers,
- sporting clubs, volunteer organisations, community groups and local businesses,
- neighbouring local governments and regional organisations, and
- community members, including young people, older residents and people who may experience barriers to participation or accessing services.



Through these relationships, the Shire can help connect the community with available services, advocate for local needs and support initiatives that contribute to a healthy, connected and resilient Shire.

3. What Influences Our Health and Wellbeing

The World Health Organization (WHO) defines health as “a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity”. This definition recognises that health is influenced by a wide range of interconnected social, cultural, environmental and economic factors, not simply access to healthcare or the presence of illness.

These influences are commonly referred to as the determinants of health and include factors such as:

- income, employment and education,
- housing quality and living conditions,
- social connection, community safety and inclusion,
- experiences of discrimination and disadvantage,
- access to healthy food, clean water and essential services,
- access to healthcare, recreation, transport and community infrastructure, and
- the natural and built environments in which people live and work.

In this Shire, health and wellbeing are also influenced by factors associated with living in a small rural community, including distance from some health and support services, transport availability, an ageing population, changing economic conditions and exposure to extreme weather. At the same time, strong community connections, volunteering, local facilities and services, cultural identity and opportunities for community participation are important strengths that support health, wellbeing and resilience.

Public health seeks to protect and improve community wellbeing by considering these influences in a coordinated way. This includes preventing and reducing environmental health risks, creating environments that support healthy and active living, strengthening social connection and inclusion and preparing for challenges such as climate change, extreme weather, communicable disease and changing community needs.

This Plan recognises that health and wellbeing are shaped by the places where people live, learn, work, recreate and connect. It provides a framework for the Shire to consider these broader influences within its areas of responsibility and to work with the community and relevant partners where coordinated action can improve health and wellbeing.



Determinants of health. Source: State Public Health Plan for Western Australia 2025-2030

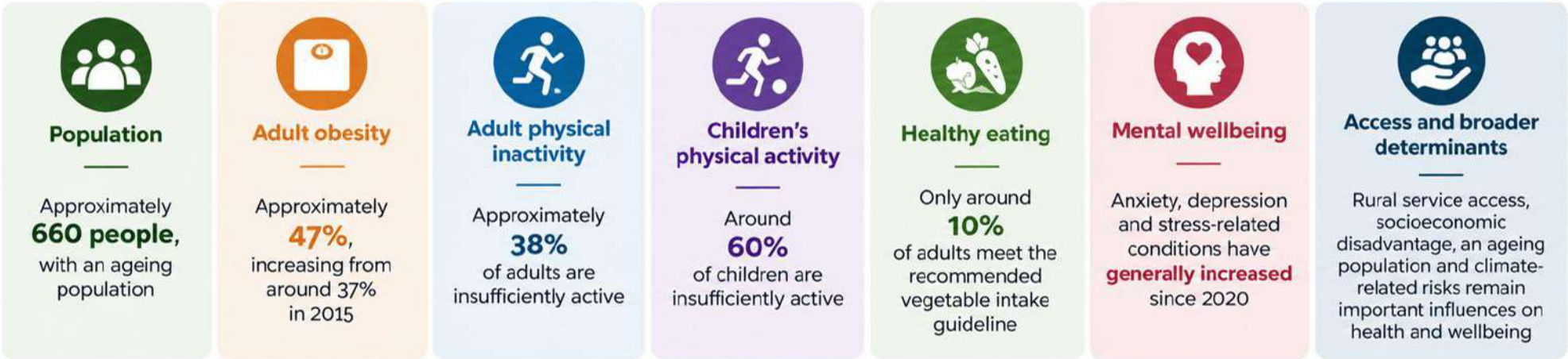
4. About Our Community

The Shire of Morawa is a small rural local government in Western Australia’s Mid-West, with a community of over 660 people spread across 3,528 km², resulting in a very low population density. Its distance from major regional centers, dispersed population and rural economy influence access to healthcare, transport, education and other essential services.

The community is ageing, with growth in the 60 - 69-year age group and fewer younger and working age residents over the decade to 2021. The region has a relatively large Aboriginal population compared to State rates. These demographic patterns reinforce the need for inclusive, age friendly and culturally appropriate approaches across the Plan.

4.1 Public health snapshot

A summary of key health indicators for our community



Note: Morawa has a small population and some health estimates are subject to statistical variability. The figures above indicate broad patterns and should be considered alongside trends and other available evidence. Further information, data sources and interpretation are provided in the Shire of Morawa Public Health Profile 2026.

4.2 What the Evidence Tells Us

The Public Health Profile considered demographic, health, lifestyle, social, economic and environmental information. Because Morawa has a small population, individual annual estimates should be interpreted cautiously, the Plan therefore focuses on broad patterns, trends and practical local implications rather than isolated data points.

Community Strengths	Key Public Health Challenges
Strong sense of community, volunteerism and local participation.	Increasing obesity and the growing burden of chronic disease.
Access to important local health, education and aged care services.	Poor nutrition, physical inactivity and harmful alcohol consumption.
Strong agricultural economy supported by an emerging mining sector.	Growing demand associated with an ageing population.
High levels of home ownership and community stability.	Barriers to accessing specialist, mental health and allied health services.
Strong Aboriginal cultural heritage and opportunities for partnership.	Socioeconomic disadvantage and their influence on health and access to services.
Quality recreation facilities, community infrastructure and an attractive natural environment.	Climate change, extreme heat and other environmental risks.

The evidence does not mean the Shire is responsible for solving every health issue identified in the Profile. Rather, it helps identify where local government functions can contribute to prevention and protection and where partnerships or advocacy are needed. For Morawa, the most realistic approach is to maintain strong environmental health protection, support environments that make healthy choices easier, sustain opportunities for social connection and participation, consider ageing and accessibility in local planning, strengthen resilience to climate and emergency risks and use partnerships to improve access to services.

5. Aboriginal Health and Wellbeing

Morawa has a significant Aboriginal population, with Aboriginal people forming an important part of the community's cultural identity and social fabric. Strong connections to Country, culture, language, family and community are important protective factors that contribute positively to individual, family and community health and wellbeing.

At the same time, Aboriginal people continue to experience disproportionate impacts from a range of health and social challenges, including chronic disease, mental health concerns, housing pressures, environmental health risks and barriers to accessing services. These outcomes are influenced by broader social and economic determinants of health, as well as the ongoing impacts of colonisation and historical disadvantage.

The Shire recognises that improving Aboriginal health and wellbeing requires strengths based, culturally secure and partnership driven approaches that support self-determination and community leadership. The Shire is committed to working collaboratively with Aboriginal communities, Traditional Owners and relevant service providers.

Within the context of this Public Health Plan, the Shire will:

- Support culturally safe and inclusive public spaces, facilities and community programs.
- Strengthen partnerships with Aboriginal organisations, Traditional Owners and community leaders.
- Support initiatives that strengthen social and emotional wellbeing, cultural connection and community participation.
- Incorporate Aboriginal perspectives and local cultural knowledge into planning and decision-making processes.
- Advocate for improved access to essential services, healthy housing and environmental health outcomes where gaps are identified.



Aboriginal health and wellbeing is embedded throughout this Plan and intersects across all priority areas, particularly those relating to mental wellbeing, community connection, environmental health, inclusion, early years development and climate resilience. Progress will be monitored through implementation of the Public Health Plan and reported in accordance with the requirements of the *Public Health Act 2016*.

6. Developing the Plan

The Shire of Morawa Public Health Plan 2027 - 2031 has been developed using an evidence based and practical approach that considers the health needs of the community alongside the Shire's responsibilities, existing activities, capacity and resources.

Development commenced with the preparation of the Shire of Morawa Public Health Profile (August 2026). The Profile brought together available demographic, health, social and environmental data to identify the key factors influencing health and wellbeing in the Shire.

The Profile identified a number of public health challenges, including increasing obesity and chronic disease, lifestyle risk factors, an ageing population, socioeconomic disadvantage, barriers to accessing health services and climate related risks. It also highlighted important community strengths, including strong community connection and volunteerism, local services and facilities, recreational opportunities and Aboriginal cultural heritage.

The findings of the Profile were used to establish five priority areas where the Shire can make a practical contribution to improving and protecting community health and wellbeing.

A desktop review of existing Shire strategies, plans, services and business as usual activities was then undertaken. This identified the considerable range of existing Shire functions and initiatives that already contribute to public health. These activities were mapped against the five priority areas to identify existing strengths, opportunities for improvement and areas where partnership or advocacy may be appropriate.

This process informed the development of the Public Health Action Plan 2027 - 2031. Wherever possible, actions build on existing Shire functions, services and resources rather than creating additional programs or duplicating services delivered by health providers or other agencies.

Community and stakeholder feedback has also informed the development of the Plan and will continue to contribute through the formal consultation process.

The resulting Plan is designed to be evidence based, locally relevant and achievable, with implementation occurring through the Shire's established planning, service delivery and reporting processes.



7. Public Health Action Plan

The Action Plan translates the findings of the Shire's Public Health Profile into practical actions across five priority areas. It recognises that many existing Shire services, facilities and activities already make an important contribution to community health and wellbeing.

The actions have been developed following a review of existing Shire plans, strategies and business as usual activities to identify current public health contributions and opportunities for improvement. The focus is on practical actions that build on existing Shire functions and resources, together with partnerships and advocacy where responsibility sits with other organisations.

The actions will be implemented within the Shire's statutory responsibilities, organisational capacity and available resources. Inclusion of an action does not constitute a commitment to additional expenditure unless separately considered through Council's annual budget and corporate planning processes. Actions requiring clinical expertise, health service delivery or substantial external investment will be pursued through partnership, facilitation and advocacy rather than direct delivery by the Shire.

Roles used in the Action Plan

Role	Meaning
Lead	The Shire has direct responsibility or substantial control.
Deliver	The activity forms part of established Shire operations.
Partner	The Shire works with another organisation with relevant expertise or responsibility.
Facilitate	The Shire connects organisations, provides venues, promotion or coordination.
Advocate	The matter is primarily the responsibility of another level of government or service provider.

Priority 1 - Healthy Living and Chronic Disease Prevention

Objective: Support residents of all ages to be physically active, eat well and reduce exposure to preventable health risks.

Why this matters: The Profile identifies worsening dietary patterns, increasing adult obesity, childhood inactivity and elevated alcohol related harm. As a small Shire with limited local services, practical local environments, accessible recreation opportunities and partnerships with schools, clubs and health providers offer the most achievable approach.

Shire role and limitation: Individual behaviour change, clinical weight management, alcohol treatment, smoking cessation and chronic disease treatment remain the responsibility of residents and qualified health services. The Shire's role is to create supportive environments and connect residents with suitable programs.



Action	Shire role	Existing foundation	Potential partners	Timing	Measure of progress
1.1 Continue to maintain and promote the swimming pool, recreation centre, community gym, sporting facilities, parks and other low-cost opportunities for physical activity.	Deliver / Facilitate	Existing recreation facilities and programs	Sporting clubs, schools, community groups	Ongoing	Opportunities promoted through existing Shire facilities and channels, as resources allow.
1.2 Progress the Shire's footpath priorities, including safe and accessible connections between residential areas, the school, swimming pool, recreation facilities and Youth Centre.	Lead	Ten-Year Footpath Plan and existing maintenance program	Main Roads WA, schools, community	2027 - 2031,	Priority footpath projects completed, accessibility issues addressed.
1.3 Identify and promote opportunities for active living for children, adults, older people and people with disability through existing Shire facilities, programs and infrastructure.	Lead / Facilitate	Existing recreation facilities, bike trail proposal	WACHS, sporting clubs, schools, seniors and disability groups	2027 - 2028	Relevant opportunities identified and promoted through existing Shire facilities programs and infrastructure.
1.4 Promote established State and national campaigns relating to healthy eating, physical activity, healthy weight, smoking, vaping and alcohol harm through Shire communication channels and facilities.	Facilitate / Partner	Website, newsletters, social media and community facilities	WACHS, WAPHA, Cancer Council WA, Healthway, schools	Ongoing	Relevant campaigns promoted each year, information displayed at appropriate Shire venues.
1.5 Encourage healthy food and drink choices at Shire supported events, facilities and community activities where practical.	Lead / Facilitate	Events, facility hire and community grants	Event organisers, sporting clubs, food businesses, WACHS	Commence 2028	Healthy food and drink options encouraged at relevant Shire supported events and facilities where practical.
1.6 Continue to support affordable and inclusive participation in sport and recreation for residents of all ages and abilities, including promoting programs such as J K Foundation, identifying external funding opportunities and considering healthy ageing and falls prevention in relevant recreation and infrastructure initiatives.	Partner / Facilitate	Existing sporting clubs, recreation facilities and accessible infrastructure and programs	DLGSC, WACHS, sporting clubs, aged care providers, senior's groups	Ongoing	Relevant programs and funding opportunities promoted, initiatives supporting inclusive participation and healthy ageing progressed where practical.

Priority 2 - Connected, Inclusive and Resilient Communities

Objective: Strengthen social connection, inclusion, cultural participation and community resilience across all ages and population groups.

Why this matters: Morawa already has substantial community activity, including youth programs, community events, arts and cultural initiatives, NAIDOC activities, disability access actions and a community bus. Continuing these activities in practical and inclusive ways can strengthen wellbeing, reduce social isolation and support healthy ageing.

Shire role and limitation: The Shire can create opportunities for connection but cannot replace specialist mental health, family support, aged care or social service provision.



Action	Shire role	Existing foundation	Potential partners	Timing	Measure of progress
2.1 Continue to support community events, arts, culture, recreation and other activities that provide opportunities for residents to connect and participate	Deliver / Facilitate	Art Awards, Christmas Festival, cultural activities and community facilities	Community groups, businesses, arts organisations	Ongoing	Range and frequency of supported community activities reported annually.
2.2 Continue Youth Centre, after school and school holiday activities, subject to facility availability and resources, and involve young people in identifying suitable activities.	Deliver / Facilitate	Youth Centre programs and existing youth activities	School, CRC, sporting clubs, police	Ongoing	Youth activities delivered, participation and feedback recorded where practical.

2.3	Progress development of a Reconciliation Action Plan or other agreed reconciliation framework in genuine partnership with local Aboriginal people.	Lead / Partner	Existing Aboriginal arts, cultural activities and NAIDOC events	Traditional Owners, local Aboriginal organisations, Reconciliation Australia	2026 - 2027	Engagement undertaken, framework developed and endorsed.
2.4	Continue implementation of the Disability Access and Inclusion Plan, including accessible buildings, footpaths, ACROD parking, information and consultation.	Lead / Deliver	Extensive DAIP actions already identified	People with disability, carers, access consultants	Ongoing	Annual DAIP reporting completed, identified access improvements progressed.
2.5	Include healthy ageing, social isolation and accessibility when planning community programs, public spaces, transport and facilities.	Lead / Facilitate	Community bus, aged care accommodation, community facilities	Seniors, carers, WACHS, aged care providers	Ongoing	Evidence that ageing and inclusion considerations are reflected in relevant plans and projects.
2.6	Support volunteering by promoting local opportunities, recognising volunteers and helping community groups access relevant information and funding.	Facilitate	Strong volunteer and community group network	CWA, SES, St John Ambulance, Motown Community Shed, clubs, CRC and community organisations	Annual	Volunteer opportunities and recognition promoted where appropriate, relevant funding opportunities circulated.
2.7	Maintain and promote the community bus and explore practical arrangements that assist residents to access community activities and essential services.	Deliver / Facilitate	Existing community bus	Community groups, WACHS, neighbouring local governments	Ongoing	Bus remains operational, usage and identified access needs reviewed periodically.
2.8	Develop a Crime Prevention and Community Safety Plan to identify local safety priorities and practical actions, including community education, crime prevention initiatives and consideration of CCTV where appropriate.	Lead / Partner	Strategic Community Plan, community safety and ranger activities, existing relationships with police and community organisations	WA Police, community members, local businesses, schools, youth services, Aboriginal representatives, relevant government and community organisations	2027 - 2028	Crime Prevention and Community Safety Plan developed in consultation with key stakeholders and presented to Council for consideration.

Priority 3 - Healthy Places and Environmental Health

Objective: Protect community health through effective environmental health services, safe infrastructure and stronger resilience to climate and emergency risks.

Why this matters: Food safety, wastewater management, vector control, inspections, pest management, waste services, parks maintenance, drainage, ranger services and emergency management are existing Shire functions and core public health strengths. Climate change and extreme weather increase the importance of maintaining these protections and building local resilience.

Shire role and limitation: The Shire will focus on matters within its statutory and operational responsibilities and work with relevant agencies where specialist expertise or broader emergency, health or environmental responsibilities apply.



Action	Shire role	Existing foundation	Potential partners	Timing	Measure of progress
3.1 Maintain a risk based environmental health inspection and compliance program covering food businesses, public buildings, events, temporary food premises and other regulated activities.	Lead	Existing environmental health services	DoH, food businesses, event organisers	Ongoing	Inspection program completed, compliance and follow up actions recorded.
3.2 Continue effective assessment and management of onsite wastewater, the Shire sewerage scheme and associated public health risks.	Lead	Wastewater regulation and sewerage infrastructure	DoH, Water Corporation, contractors	Ongoing	Applications assessed, system maintenance and compliance issues addressed.

3.3 Continue mosquito and pest management activities using surveillance, complaints and public health advice to guide responses.	Lead / Partner	Mosquito fogging, pest control information and vector control functions	DoH, neighbouring local governments, residents	Seasonal / ongoing	Surveillance or complaints reviewed, control and education activities documented.
3.4 Maintain arrangements for the investigation and response to communicable disease, foodborne illness and environmental health incidents in partnership with the DoH.	Lead / Partner	Existing communicable disease and environmental health functions	DoH, WACHS, food businesses	Ongoing	Investigations completed within required procedures and timeframes.
3.5 Continue to improve waste, recycling and transfer station operations, including clear community information about correct disposal practices	Lead / Deliver	Waste services and proposed operational improvements	Contractors, DWER	Ongoing	Waste services maintained, recycling or operational improvements progressed.
3.6 Continue to support townsite greening, shade and tree canopy initiatives, with consideration given to heavily used public spaces and locations serving children and older residents.	Lead	Existing street tree, park and townsite greening activities	Community groups, schools, grant bodies	2027 - 2031	Relevant shade, tree planting and greening initiatives progressed where practical
3.7 Incorporate heat, bushfire, storm, flooding and public health vulnerability into emergency management planning and exercises.	Lead / Partner	Local emergency management and fire risk activities	LEMC, DFES, WACHS, WA Police, Aboriginal representatives	Review by 2028, then ongoing	Public health considerations included in emergency plans or exercises.
3.8 Provide and promote practical community information on heatwaves, smoke, mosquito borne disease, food safety during emergencies and other seasonal environmental health risks.	Lead / Facilitate	Existing Shire communication channels	DoH, DFES, WACHS	Seasonal	Relevant public information issued before or during risk periods.
3.9 Consider health, shade, accessibility, safety and active transport in relevant town planning, asset management and public space projects	Lead	Planning, infrastructure, DAIP and footpath programs	Planning consultants, community, Main Roads WA	Ongoing	Relevant project reports demonstrate consideration of health-related design factors.

Priority 4 Improving Access Through Partnerships

Objective: Use advocacy, collaboration and local facilitation to improve residents' access to healthcare, community services, transport, housing and support.

Why this matters: Rurality and workforce shortages affect access to GP, allied health, mental health, aged care, dental and specialist services. The Shire cannot directly resolve these system level issues, but can maintain relationships, advocate on evidence of local need, promote available services and support practical local enablers such as transport, housing and information.

Shire role and limitation: The Shire cannot directly resolve rural health workforce shortages or provide specialist care. Its role is structured advocacy, facilitation and partnership.



Action	Shire role	Existing foundation	Potential partners	Timing	Measure of progress
4.1 Maintain relationships with local and regional health providers and participate in relevant partnerships, funding opportunities and joint initiatives that respond to community health and service access needs and provide a clear benefit to the Shire.	Facilitate / Partner	Existing local health services, community and regional partnerships	WACHS, WAPHA, GP and allied health providers, neighbouring local governments, regional organisations	Ongoing	Relevant engagement and participation in partnerships or joint initiatives documented.
4.2 Advocate for sustained access to GP, mental health, allied health, aged care, dental and visiting specialist services where evidence identifies unmet need	Advocate	Health Profile and WAPHA Needs Assessment	State and Commonwealth agencies, WACHS, WAPHA	Ongoing	Advocacy submissions, correspondence or meetings documented.

4.3	Promote available telehealth, Patient Assisted Travel Scheme, visiting services and health service information through the Shire website and community channels.	Facilitate	Existing health services and Shire communications	WACHS, Medical Centre, CRC	Review annually	Current service links and information maintained and promoted.
4.4	Advocate for transport solutions that improve access to regional health and community services, while maintaining realistic expectations about the Shire's capacity to provide transport.	Advocate / Partner	Community bus and regional links	WACHS, community transport providers, neighbouring local governments	Ongoing	Transport needs raised with relevant agencies and partnership opportunities considered.
4.5	Continue to support projects that assist the attraction and retention of essential workers, including appropriate housing and early childhood services, subject to Council priorities and funding.	Lead / Advocate / Partner	Early childhood centre funding, housing initiatives	State Government, employers, education and health sectors	2027 - 2031	Relevant projects or funding applications progressed.
4.6	Strengthen relationships with Aboriginal organisations and representatives to support culturally safe access to health information, community programs and relevant services.	Partner / Facilitate	Aboriginal community, NAIDOC and cultural initiatives	Aboriginal organisations, WACHS, Aboriginal Health, WAPHA	Ongoing	Aboriginal representatives involved in relevant planning and activities.
4.7	Provide links through Shire communication channels to reliable information about available local and regional health, aged care, mental health, disability, family support and emergency services.	Facilitate	Shire website and DAIP information actions	Service providers, CRC	Establish or review in 2027, update annually	Relevant service information and links reviewed periodically.
4.8	Advocate for the reinstatement of a Community Health Nurse service in Morawa, recognising the importance of locally accessible community health services, particularly for children, families and other residents who may experience barriers to accessing services outside the Shire.	Advocate	Public Health Profile, existing relationships with health service providers, evidence of local service access needs	WACHS, DoH, neighbouring health services	Commence 2027 and ongoing as required	Service needs formally raised with WACHS and relevant agencies, advocacy undertaken and outcomes monitored through the annual Public Health Plan review.

Priority 5 Evidence Based Leadership and Public Health Planning

Objective: Embed public health considerations into Shire decision making and maintain a practical system for monitoring, reporting and reviewing the Plan.

Why this matters: The Public Health Plan is most effective when integrated into normal Shire decision making rather than treated as a separate program. Practical governance, annual review, monitoring of relevant health trends and inclusive engagement will help keep the Plan achievable and responsive.

Shire role and limitation: Implementation remains subject to the Shire's statutory responsibilities, organisational capacity, Council priorities and available resources.



Action	Shire role	Existing foundation	Potential partners	Timing	Measure of progress
5.1 Adopt and publish the Public Health Plan in accordance with the <i>Public Health Act 2016</i> .	Lead	Public Health Profile and draft planning framework	DoH, community	2027	Plan adopted and published.
5.2 Coordinate implementation of the Public Health Plan through existing Shire planning and reporting processes, including allocating responsibility for implementation, incorporating relevant actions into corporate and operational planning and undertaking an annual review of progress.	Lead	Existing corporate, service planning and reporting arrangements	Relevant Shire service units, Council	Ongoing following adoption	Responsibility allocated and annual review of progress completed, with relevant actions incorporated into Shire planning and budgeting processes where applicable.

5.3	Monitor relevant population health indicators and emerging public health risks, and consider changes to priorities where new evidence, legislation or local circumstances warrant a response.	Lead	Public Health Profile, existing planning and emergency management processes	DoH, WACHS, WAPHA, ABS	Ongoing / as new data becomes available	Relevant health trends and emerging risks considered as part of the annual review of the Public Health Plan.
5.4	Review significant new strategies, policies and infrastructure proposals for relevant public health implications where practical.	Lead	Existing planning and project assessment processes	Internal teams, specialist advisers	Ongoing	Public health considerations documented in relevant proposals.
5.5	Undertake accessible and inclusive community and stakeholder engagement during implementation and review of the Plan, proportionate to the scale of each action and with consideration given to Aboriginal people, people with disability, older people, young people and others who may experience barriers to participation.	Lead / Facilitate	DAIP consultation processes and communication channels	Community, Aboriginal representatives, service providers	Ongoing	Relevant engagement activities and inclusive consultation methods documented where appropriate.
5.6	Seek external grants and partnership funding for actions that cannot reasonably be met by existing Shire resources.	Lead / Partner	Existing grant seeking and project development activity	Healthway, Lotterywest, State agencies, industry	Ongoing	Applications submitted and funding outcomes recorded.
5.7	Undertake a final review of the Public Health Plan to inform development of the next Plan.	Lead	Annual reports and indicator data	DoH, partners	5-year review 2031	Review completed and recommendations documented.

8. Implementation, Monitoring and Review

Implementation of the Public Health Plan will be coordinated by the Shire through its existing planning, service delivery and reporting processes. Responsibility for individual actions will reflect the Shire's role as identified in the Action Plan, including where the Shire will lead, deliver, partner, facilitate or advocate. Where responsibility for an issue sits outside local government, the Shire will work with relevant government agencies, health and community service providers, Aboriginal organisations, community groups and other partners to support appropriate responses and advocate for the needs of the Morawa community.

Implementation will focus on:

- incorporating relevant Public Health Plan actions into existing corporate, operational and budget planning processes,
- building on existing Shire services, facilities, programs and activities,
- strengthening partnerships and advocacy where other organisations have primary responsibility or relevant expertise, and
- progressing actions in accordance with identified community needs, available resources and organisational capacity.

Actions will be implemented within the Shire's statutory responsibilities, organisational capacity and available resources. Inclusion of an action in the Plan does not constitute a commitment to additional expenditure unless separately considered through the Shire's annual budget and corporate planning processes. Some actions may also depend on external funding, partnerships or decisions by other agencies.

The timing and scope of actions may be adjusted over the life of the Plan in response to changing community needs, emerging public health issues, new evidence, legislative requirements or other relevant circumstances.



Monitoring and Reporting

Progress against the Public Health Plan will be reviewed annually using practical measures identified in the Action Plan. Monitoring will focus primarily on what has been achieved, rather than creating additional reporting requirements for the Shire.

The annual review will consider:

- progress against actions and measures,
- relevant partnerships, advocacy and funding outcomes,
- available population health information and emerging public health risks,
- significant changes in community needs or service access, and
- opportunities to refine or reprioritise actions where appropriate.

Reporting will occur through the Shire's existing Council and corporate reporting processes and in accordance with the requirements of the Public Health Act 2016. Population health outcomes are influenced by many factors and may change over a much longer period than the life of this Plan. Evaluation will therefore consider the Shire's contribution to public health outcomes, rather than attributing changes in community health solely to Shire activities.

A final review will be undertaken towards the end of the Plan period to assess progress, consider changes in Morawa's public health needs and inform development of the next Public Health Plan.



9. Key Supporting Documents and Data Sources

Shire of Morawa Public Health Profile 2026.

Public Health Act 2016 (WA).

State Public Health Plan for Western Australia 2025 - 2030.

Shire of Morawa strategic, corporate and service plans.

ACRONYMS

ABS – Australian Bureau of Statistics

DAIP – Disability Access and Inclusion Plan

DFES – Department of Fire and Emergency Services

DLGSC – Department of Local Government, Sport and Cultural Industries

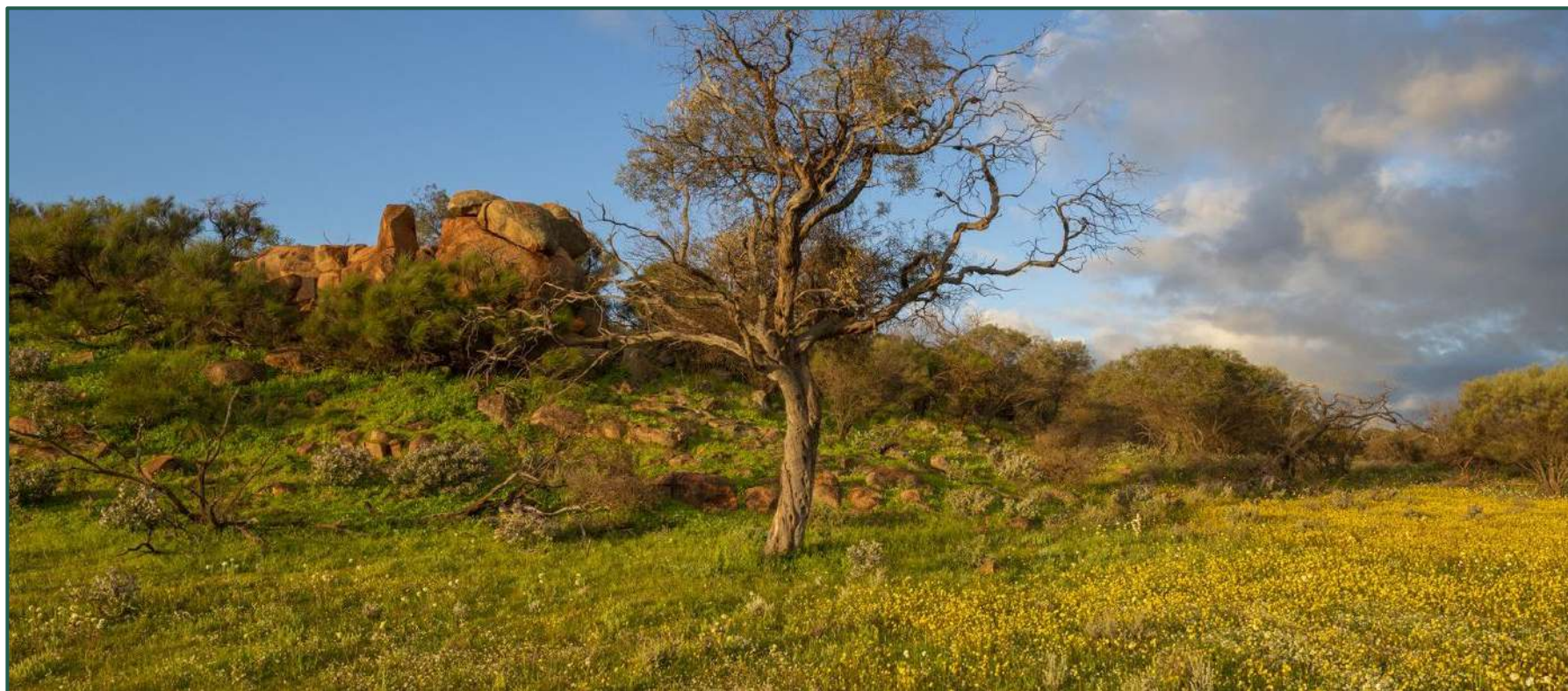
DoH – Department of Health

LEMC – Local Emergency Management Committee

WACHS – WA Country Health Service

WAPHA – WA Primary Health Alliance





Shire of Morawa

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Morawa WA 6623

P 08 9971 1204

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Disclaimer

All information and content in this material is provided in good faith by the Shire of Morawa. Information is based on sources believed to be reliable and accurate at the time of development. The Shire of Morawa and their respective officers, employees and agents, do not accept legal liability or responsibility for the Material, or any consequences arising from its use.

Produced by the Shire of Morawa and KAJE Environmental Health Services
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Ordinary Council Meeting 27 October 2026

Attachment 1 – 11.1.5a CBH Letter - Temporary Road Closure Burton Road.

Attachment 2 - 11.1.5b CBH Burton Road Closure – Delegation Letter.

Item 11.1.5 – Temporary Road Closure – Burton Road, Morawa



Co-operative Bulk Handling Ltd
ABN 29 256 604 947
Level 6, 240 St Georges Terrace
Perth WA 6000 Australia
GPO Box L886
Perth WA 6842 Australia
Telephone
+61 8 9237 9600
Grower Service Centre
1800 199 083
cbh.com.au

22 September 2026

Matry Symmons
Chief Executive Officer
Shire of Morawa

Via email: po@morawa.wa.gov.au

Dear Mr Symmons,

APPLICATION FOR BURTON ROAD CLOSURE DURING HARVEST PERIOD

CBH makes an annual request to the Shire of Morawa that Burton Road be closed for the duration of harvest (01 October 2026 – 31 December 2026).

The purpose of the closure is to prevent the interaction of general public traffic with trucks entering the site to deliver grain during this busy peak period.

There will be no trains scheduled to load at the site during harvest, to ensure other access roads to the town centre are not blocked.

We appreciate the Shire's ongoing support and assistance to ensure the CBH Morawa site operates as smoothly as possible during harvest.

Should you have any question in relation to the details provided in this request, please contact myself on 0497 789 556 or emma.haak@cbh.com.au

Yours Sincerely,

A handwritten signature in blue ink, appearing to read "Emma Haak", written in a cursive, flowing style.

Emma Haak
Lead – Planning & Approvals



LP.PLN.3 – A962

30 September 2026

CBH Group
GPO Box L886
PERTH WA 6842

Via email: Emma.Haak@cbh.com.au

Attention: Emma Haak

Dear Emma

PROPOSED TEMPORARY ROAD CLOSURE – BURTON ROAD

The Shire of Morawa has received your request for the temporary closure of Burton Road during the forthcoming harvest period.

Unfortunately, the request was received after the agenda for the September 2026 Ordinary Council Meeting had been finalised. As the requested closure extends beyond four weeks, the proposal must first be subject to the required public advertising and consultation process before it can be presented to Council for determination.

The next Ordinary Council Meeting is scheduled for 27 October 2026. Given the timing of the harvest season, delaying consideration of the closure until that meeting would substantially reduce the practical benefit of the proposal.

In recognition of these circumstances, I have exercised the Chief Executive Officer's delegated authority under section 3.50(1) of the Local Government Act 1995 to approve a temporary closure of Burton Road for a period of 28 days.

Section 3.50(1) provides that a local government may close a thoroughfare under its management, either wholly or partially, to the passage of vehicles for a period not exceeding four weeks.

Accordingly, Burton Road will be temporarily closed from **Thursday, 1 October 2026** until **Wednesday, 28 October 2026**, subject to any conditions imposed by the Shire in relation to the closure.

During this period, the proposal for the longer-term closure will proceed through the required advertising and consultation process. Following completion of that process, the matter will be presented to the Ordinary Council Meeting on 27 October 2026 for Council's consideration of the balance of the requested closure period.



This approach enables the closure to commence at the start of the harvest season while ensuring any closure extending beyond four weeks is considered in accordance with the statutory requirements of section 3.50 of the Local Government Act 1995.

Should you have any questions regarding the closure or the approval process, please do not hesitate to contact the Shire.

Yours sincerely,

Marty Symmons
Chief Executive Officer



Ordinary Council Meeting 27 October 2026

Attachment 1 – 11.2.1a Monthly Financial Report as at 30 September 2026.

Item 11.2.1 – Monthly Financial Report – September 2026

SHIRE OF MORAWA

**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 September 2026**

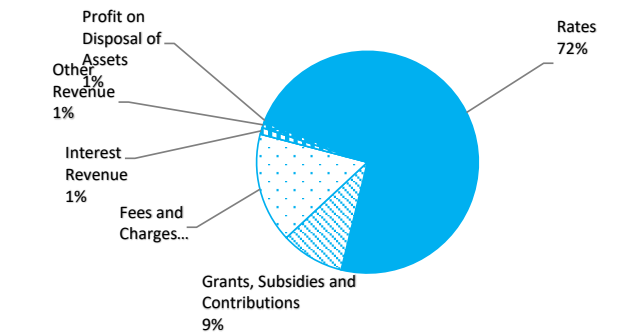
**LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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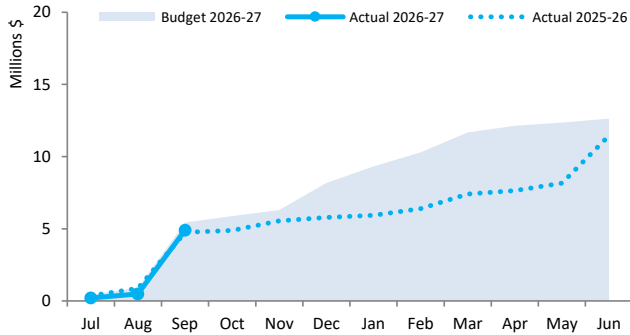
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OPERATING ACTIVITIES

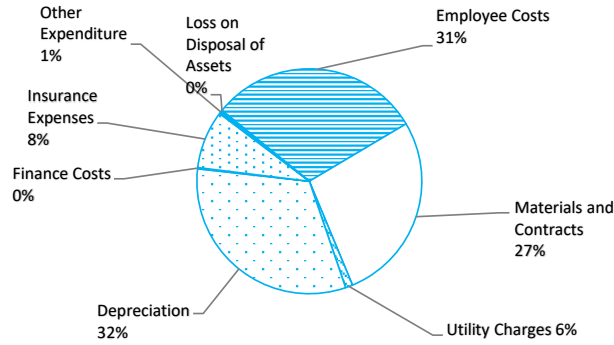
OPERATING REVENUE



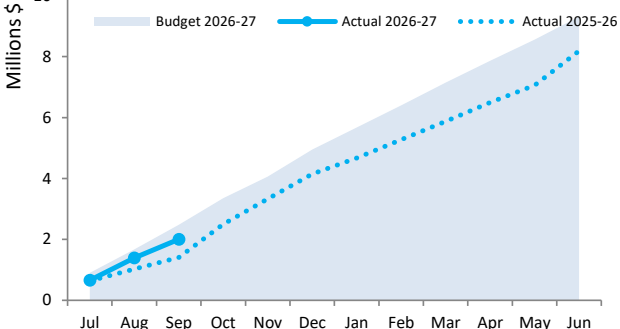
Budget Operating Revenues -v- Actual



OPERATING EXPENSES

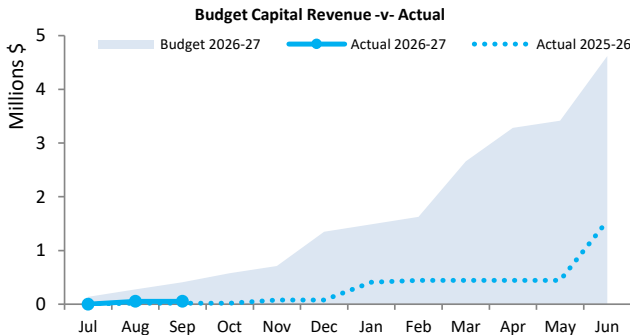


Budget Operating Expenses -v- YTD Actual

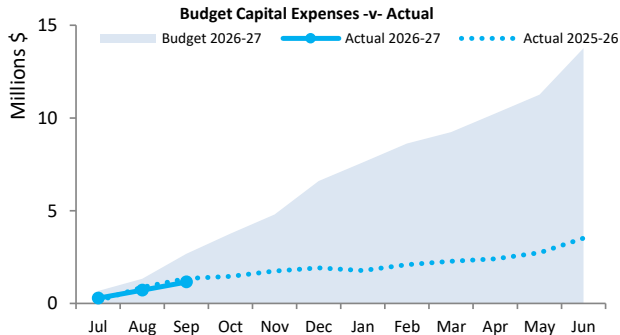


INVESTING ACTIVITIES

CAPITAL REVENUE



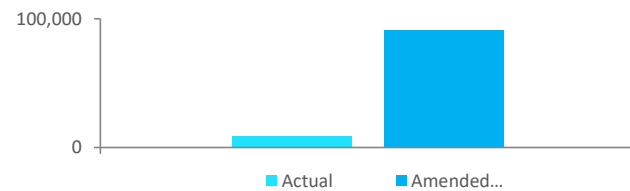
CAPITAL EXPENSES



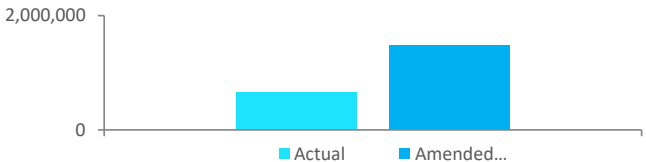
FINANCING ACTIVITIES

BORROWINGS

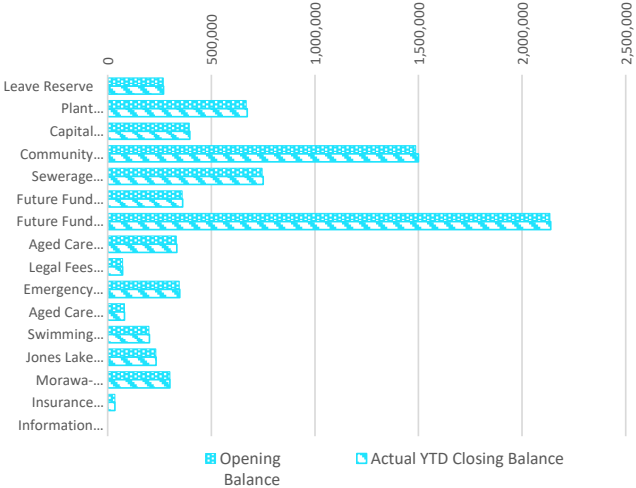
Principal Repayments



Principal Outstanding



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$4.28 M	\$4.28 M	\$4.39 M	\$0.11 M
Closing	\$0.00 M	\$5.55 M	\$6.76 M	\$1.21 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$12.02 M	% of total
Unrestricted Cash	\$4.32 M	36.0%
Restricted Cash	\$7.70 M	64.0%
Refer to Note 2 - Cash and Financial Assets		

Payables		
	\$0.34 M	% Outstanding
Trade Payables	\$0.00 M	
0 to 30 Days		0.0%
30 to 90 Days		0.0%
Over 90 Days		0%
Refer to Note 5 - Payables		

Receivables		
	\$3.87 M	% Collected
Rates Receivable	\$3.80 M	16.2%
Trade Receivable	\$0.08 M	% Outstanding
30 to 90 Days		18.9%
Over 90 Days		29.6%
Refer to Note 3 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)		Var. \$ (b)-(a)
(\$0.79 M)	\$2.57 M	\$3.27 M	\$0.69 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$3.36 M	% Variance
YTD Budget	\$3.37 M	(0.0%)
Refer to Note 6 - Rate Revenue		

Grants and Contributions		
YTD Actual	\$0.43 M	% Variance
YTD Budget	\$0.39 M	10.9%
Refer to Note 13 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$0.74 M	% Variance
YTD Budget	\$0.57 M	30.1%
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)
(\$12.97 M)	(\$2.64 M)	(\$1.15 M)	\$1.48 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.05 M	%
Amended Budget	\$0.76 M	(93.1%)
Refer to Note 7 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$1.15 M	% Spent
Amended Budget	\$12.97 M	0.0%
Refer to Note 8 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$0.03 M	% Received
Amended Budget	\$6.54 M	(99.5%)
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)
\$2.16 M	\$0.23 M	(\$0.05 M)	(\$0.28 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.01 M
Interest expense	(\$0.00 M)
Principal due	\$0.66 M
Refer to Note 9 - Borrowings	

Reserves		
Reserves balance	\$7.70 M	
Interest earned	\$0.04 M	0.0%
Refer to Note 11 - Cash Reserves		

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

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

STATUTORY PROGRAMS

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026**

BY PROGRAM

	Ref	Adopted Annual Budget	Amended Annual Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(d)	(b)	(c)	(c)-(b)	(c)-(b)/(b)	▲▼
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		2,100	2,100	522	(4,890)	(5,412)	(1036.82%)	
General purpose funding - general rates	6	3,337,797	3,337,797	3,356,297	3,365,110	8,813	0.26%	
General purpose funding - other		942,471	942,471	242,675	170,507	(72,168)	(29.74%)	▼
Law, order and public safety		58,302	58,302	13,320	6,415	(6,905)	(51.84%)	
Health		14,868	14,868	3,090	7,904	4,814	155.79%	
Education and welfare		19,500	19,500	4,869	0	(4,869)	(100.00%)	
Housing		198,200	198,200	49,533	28,492	(21,041)	(42.48%)	▼
Community amenities		607,647	607,647	364,125	580,469	216,344	59.41%	▲
Recreation and culture		64,799	64,799	8,292	39,787	31,495	379.82%	▲
Transport		419,870	419,870	219,502	322,917	103,415	47.11%	▲
Economic services		296,000	296,000	172,935	111,859	(61,076)	(35.32%)	▼
Other property and services		127,639	127,639	31,902	17,459	(14,443)	(45.27%)	▼
		6,089,193	6,089,193	4,467,062	4,646,030	178,968		
Expenditure from operating activities								
Governance		(475,608)	(475,608)	(107,392)	(102,425)	4,967	4.62%	
General purpose funding		(200,795)	(200,795)	(50,187)	(38,223)	11,964	23.84%	▲
Law, order and public safety		(227,747)	(227,747)	(54,442)	(30,370)	24,072	44.22%	▲
Health		(285,672)	(285,672)	(63,019)	(36,803)	26,216	41.60%	▲
Education and welfare		(335,665)	(335,665)	(84,758)	(37,031)	47,727	56.31%	▲
Housing		(371,305)	(371,305)	(101,073)	(60,187)	40,886	40.45%	▲
Community amenities		(953,400)	(953,400)	(242,975)	(195,475)	47,500	19.55%	▲
Recreation and culture		(2,245,662)	(2,245,662)	(558,806)	(511,178)	47,628	8.52%	
Transport		(3,045,835)	(3,045,835)	(740,667)	(772,253)	(31,586)	(4.26%)	
Economic services		(970,455)	(970,455)	(394,005)	(186,646)	207,359	52.63%	▲
Other property and services		(199,386)	(199,386)	(86,571)	(32,522)	54,049	62.43%	▲
		(9,311,530)	(9,311,530)	(2,483,895)	(2,003,113)	480,782		
Non-cash amounts excluded from operating activities	1(a)	2,436,691	2,436,691	591,081	622,533	31,452	5.32%	
Amount attributable to operating activities		(785,646)	(785,646)	2,574,248	3,265,450	691,202		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from Capital grants, subsidies and contributions	14	6,540,051	6,540,051	962,104	258,352	(703,752)	(73.15%)	▼
Proceeds from disposal of assets	7	763,000	763,000	146,247	52,727	(93,520)	(63.95%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	9,079	9,079	0	0	0	0.00%	
		7,312,130	7,312,130	1,108,351	311,079	0		
Outflows from investing activities								
Payments for Infrastructure	9	(3,285,453)	(3,285,453)	(97,499)	(90,098)	7,401	7.59%	
Payments for property, plant and equipment	8	(9,682,186)	(9,682,186)	(2,538,140)	(1,060,691)	1,477,449	58.21%	▲
		(12,967,639)	(12,967,639)	(2,635,639)	(1,150,789)	1,484,850		
Amount attributable to investing activities		(5,655,509)	(5,655,509)	(1,527,288)	(839,710)	687,578		
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	9	900,000	900,000	0	0	0	0.00%	
Transfer from reserves	11	2,956,705	2,956,705	263,514	0	(263,514)	(100.00%)	▼
		3,856,705	3,856,705	263,514	0	(263,514)		
Outflows from financing activities								
Repayment of debentures	9	(91,562)	(91,562)	(14,289)	(8,584)	5,705	39.93%	
Transfer to reserves	11	(1,604,362)	(1,604,362)	(24,138)	(44,402)	(20,264)	(83.95%)	▼
		(1,695,924)	(1,695,924)	(38,427)	(52,986)	(14,559)		
Amount attributable to financing activities		2,160,781	2,160,781	225,087	(52,986)	(278,073)		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	4,280,375	4,280,375	4,280,375	4,391,434	111,059	2.59%	
Amount attributable to operating activities		(785,646)	(785,646)	2,574,248	3,265,450			
Amount attributable to investing activities		(5,655,509)	(5,655,509)	(1,527,288)	(839,710)			
Amount attributable to financing activities		2,160,781	2,160,781	225,087	(52,986)			
Surplus or deficit after imposition of general rates	1(c)	1	1	5,552,422	6,764,188			

KEY INFORMATION

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

Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2026-27 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 SEPTEMBER 2026

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 SEPTEMBER 2026**

BY NATURE

	Ref Note	Adopted Annual Budget (a) \$	Amended Annual Budget (d) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance \$ (c)-(b)	Variance % (c)-(b)/(b)	Var. ▲▼
OPERATING ACTIVITIES								
Revenue from operating activities								
General rates	6	3,337,797	3,337,797	3,356,297	3,365,110	8,813	0.26%	
Rates excluding general rates	6	2,780	2,780	10,281	(113)	(10,394)	(101.10%)	▼
Grants, subsidies and contributions	13	1,080,815	1,080,815	387,633	429,834	42,201	10.89%	▲
Fees and charges		1,054,047	1,054,047	571,791	743,998	172,207	30.12%	▲
Interest revenue		353,781	353,781	84,246	44,850	(39,396)	(46.76%)	▼
Other revenue		127,139	127,139	30,636	39,623	8,987	29.34%	
Profit on disposal of assets	7	132,834	132,834	26,178	22,727	(3,451)	(13.18%)	
Gain on FV Adjustment of Financial Assets through P&L		0	0	0	0	0	0.00%	
		6,089,193	6,089,193	4,467,062	4,646,030	178,968		
Expenditure from operating activities								
Employee costs		(2,925,585)	(2,925,585)	(850,587)	(615,942)	234,645	27.59%	▲
Materials and contracts		(2,861,147)	(2,861,147)	(703,947)	(547,845)	156,102	22.18%	▲
Utility charges		(412,280)	(412,280)	(108,720)	(20,852)	87,868	80.82%	▲
Depreciation		(2,436,313)	(2,436,313)	(609,045)	(643,291)	(34,246)	(5.62%)	
Finance costs		(61,988)	(61,988)	(15,492)	3,454	18,946	122.30%	▲
Insurance expenses		(254,237)	(254,237)	(122,593)	(167,969)	(45,376)	(37.01%)	▼
Other expenditure		(215,453)	(215,453)	(53,981)	(10,668)	43,313	80.24%	▲
Loss on disposal of assets	7	(144,528)	(144,528)	(19,530)	0	19,530	100.00%	▲
		(9,311,530)	(9,311,530)	(2,483,895)	(2,003,113)	480,782		
Non-cash amounts excluded from operating activities	1(a)	2,436,691	2,436,691	591,081	622,533	31,452	5.32%	
Amount attributable to operating activities		(785,646)	(785,646)	2,574,248	3,265,450	691,202		
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	6,540,051	6,540,051	962,104	258,352	(703,752)	(73.15%)	▼
Proceeds from disposal of assets	7	763,000	763,000	146,247	52,727	(93,520)	(63.95%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	9,079	9,079	0	0	0	0.00%	
		7,312,130	7,312,130	1,108,351	311,079	(797,272)		
Outflows from investing activities								
Payments for infrastructure	8	(3,285,453)	(3,285,453)	(97,499)	(90,098)	7,401	(7.59%)	
Payments for property, plant and equipment	8	(9,682,186)	(9,682,186)	(2,538,140)	(1,060,691)	1,477,449	(58.21%)	
		(12,967,639)	(12,967,639)	(2,635,639)	(1,150,789)	(109,694)		
Amount attributable to investing activities		(5,655,509)	(5,655,509)	(1,527,288)	(839,710)	687,578		
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new borrowings	9	900,000	900,000	0	0	0	0.00%	
Transfer from reserves	11	2,956,705	2,956,705	263,514	0	(263,514)	(100.00%)	▼
		3,856,705	3,856,705	263,514	0	(263,514)		
Outflows from financing activities								
Repayment of borrowings	9	(91,562)	(91,562)	(14,289)	(8,584)	5,705	39.93%	
Transfer to reserves	11	(1,604,362)	(1,604,362)	(24,138)	(44,402)	(20,264)	(83.95%)	▼
		(1,695,924)	(1,695,924)	(38,427)	(52,986)	(14,559)		
Amount attributable to financing activities		2,160,781	2,160,781	225,087	(52,986)	(278,073)		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	4,280,375	4,280,375	4,280,375	4,391,434	111,059	2.59%	
Amount attributable to operating activities		(785,646)	(785,646)	2,574,248	3,265,450	691,202	26.85%	
Amount attributable to investing activities		(5,655,509)	(5,655,509)	(1,527,288)	(839,710)	687,578	(45.02%)	
Amount attributable to financing activities		2,160,781	2,160,781	225,087	(52,986)	(278,073)	(123.54%)	
Surplus or deficit after imposition of general rates	1(c)	1	1	5,552,422	6,764,188			

KEY INFORMATION

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

Refer to Note 16 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 SEPTEMBER 2026

	30 Jun 2026	30 Sep 2026
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	12,615,448.90	12,020,962.09
Trade and other receivables	545,718.10	3,812,117.53
Other financial assets	9,078.82	9,078.82
Inventories	13,214.40	13,214.40
Contract assets	82,540.33	82,540.33
Other assets	69,109.17	(2,846.12)
TOTAL CURRENT ASSETS	13,335,109.72	15,935,067.05
NON-CURRENT ASSETS		
Trade and other receivables	61,920.66	61,920.66
Other financial assets	222,304.62	222,304.62
Property, plant and equipment	30,780,436.97	31,600,340.63
Infrastructure	64,183,478.02	63,841,072.61
TOTAL NON-CURRENT ASSETS	95,248,140.27	95,725,638.52
TOTAL ASSETS	108,583,249.99	111,660,705.57
CURRENT LIABILITIES		
Trade and other payables	540,048.09	355,635.64
Other liabilities	922,437.75	1,291,620.60
Borrowings	57,190.67	48,607.00
Employee related provisions	88,267.52	88,267.52
TOTAL CURRENT LIABILITIES	1,607,944.03	1,784,130.76
NON-CURRENT LIABILITIES		
Borrowings	610,057.67	610,057.67
Employee related provisions	84,405.15	84,405.15
TOTAL NON-CURRENT LIABILITIES	694,462.82	694,462.82
TOTAL LIABILITIES	2,302,406.85	2,478,593.58
NET ASSETS	106,280,843.14	109,182,111.99
EQUITY		
Retained surplus	42,332,505.25	45,189,372.24
Reserve accounts	7,652,058.93	7,696,460.79
Revaluation surplus	56,296,278.96	56,296,278.96
TOTAL EQUITY	106,280,843.14	109,182,111.99

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 September 2026

(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	(132,834)	(132,834)	(26,178)	(22,727)
Less: Movement in liabilities associated with restricted cash		(11,316)	(11,316)	(11,316)	1,969
Add: Loss on asset disposals	7	144,528	144,528	19,530	0
Add: Depreciation on assets		2,436,313	2,436,313	609,045	643,291
Total non-cash items excluded from operating activities		2,436,691	2,436,691	591,081	622,533

(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 30 June 2026	This Time Last Year 30 Sep 2025	Year to Date 30 Sep 2026
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(7,652,059)	(7,841,216)	(7,696,461)
Less: - Financial assets at amortised cost - self supporting loans	4	(9,079)	0	(9,079)
Less: Adjustment for Trust Transactions Within Muni		0	0	(17,655)
Add Back: Component of Leave Liability not Required to be Funded	12	268,215	260,480	270,184
Add: Borrowings	9	57,191	23,480	48,607
Total adjustments to net current assets		(7,335,732)	(7,557,256)	(7,404,403)

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

Current assets				
Cash and cash equivalents	2	12,613,924	10,854,333	10,419,437
Financial assets at amortised cost	2	0	0	1,600,000
Rates receivables	3	553,636	2,164,337	3,736,291
Receivables	3	(7,918)	37,261	75,826
Other current assets	4	173,943	122,954	101,987
Less: Current liabilities				
Payables	5	(538,673)	(952,699)	(336,956)
Borrowings	9	(57,191)	(23,480)	(48,607)
Contract and Capital Grant/Contribution liabilities	12	(922,288)	(396,437)	(1,291,121)
Provisions	12	(88,268)	(194,417)	(88,268)
Less: Total adjustments to net current assets	1(b)	(7,335,732)	(7,557,256)	(7,404,403)
Closing funding surplus / (deficit)		4,391,434	4,054,596	6,764,188

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

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								
Muni Bank Trading - NAB (Current)	Cash and cash equivalents	3,129,000		3,129,000		NAB	0.00%	At Call
Muni Professional Fund - NAB	Cash and cash equivalents	1,193,576		1,193,576		NAB	4.10%	At Call
CAB - Future Fund Grant (Interest) Reserve	Cash and cash equivalents	0	420,889	420,889		NAB	4.10%	At Call
CAB - Leave Reserve Account	Cash and cash equivalents	0	270,184	270,184		NAB	4.10%	At Call
CAB - Swimming Pool Reserve	Cash and cash equivalents	0	201,102	201,102		NAB	4.10%	At Call
CAB - Plant Replacement Reserve	Cash and cash equivalents	0	673,843	673,843		NAB	4.10%	At Call
CAB - Capital Works Reserve	Cash and cash equivalents	0	397,140	397,140		NAB	4.10%	At Call
CAB - Sewerage Reserve	Cash and cash equivalents	0	750,473	750,473		NAB	4.10%	At Call
CAB - Community & Economic Development Reserve	Cash and cash equivalents	0	999,701	999,701		NAB	4.10%	At Call
CAB - Future Funds (Principal) Reserve	Cash and cash equivalents	0	478,864	478,864		NAB	4.10%	At Call
CAB - Legal Reserve	Cash and cash equivalents	0	72,745	72,745		NAB	4.10%	At Call
CAB - Emergency Response Reserve	Cash and cash equivalents	0	347,441	347,441		NAB	4.10%	At Call
CAB - Aged Care Units 1-4 (JVA) Reserve	Cash and cash equivalents	0	81,716	81,716		NAB	4.10%	At Call
CAB - Aged Care Units (Excl. 1-4) Reserve	Cash and cash equivalents	0	333,803	333,803		NAB	4.10%	At Call
CAB - Jones Lake Road Rehab Reserve	Cash and cash equivalents	0	233,936	233,936		NAB	4.10%	At Call
CAB - Morawa-Yalgoo Road Maintenance Reserve	Cash and cash equivalents	0	299,964	299,964		NAB	4.10%	At Call
CAB - Insurance Works Reserve	Cash and cash equivalents	0	34,660	34,660		NAB	4.10%	At Call
Term Deposits		0						
TD: ... 5010 (Future Funds 1)	Financial assets at amortised cost	0	800,000	800,000		NAB	5.30%	28/02/2027
TD: ... 8706 (Future Funds 2)	Financial assets at amortised cost	0	800,000	800,000		NAB	5.30%	28/02/2027
TD: ... 4783 (Community Development Fund)	Cash and cash equivalents	0	500,000	500,000		NAB	4.95%	27/11/2026
Trust Deposits								
Trust Bank	Cash and cash equivalents				1,525	NAB	0.00%	At Call
Total		4,322,976	7,696,461	12,019,437	1,525			
Comprising								
Cash and cash equivalents		4,322,976	6,096,461	10,419,437	1,525			
Financial assets at amortised cost		0	1,600,000	1,600,000	0			
		4,322,976	7,696,461	12,019,437	1,525			

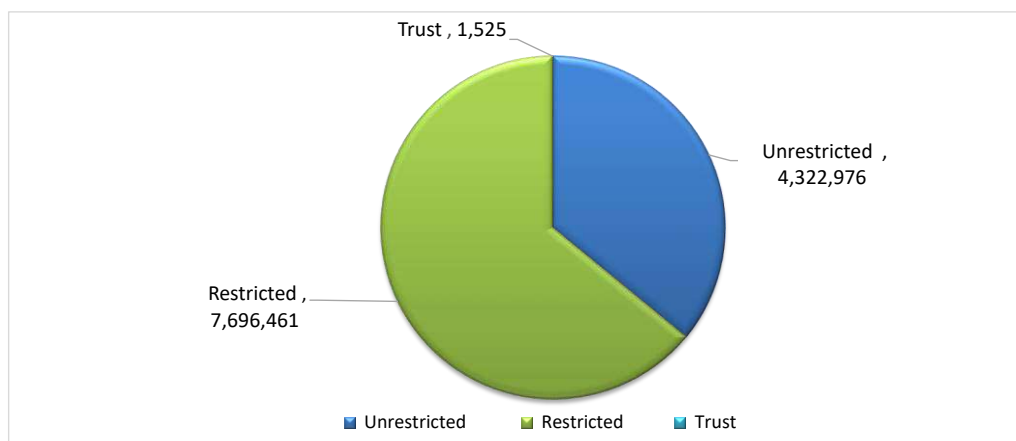
KEY INFORMATION

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

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

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

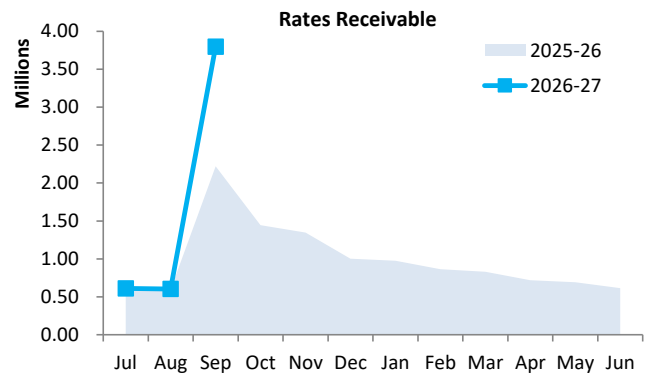
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2026	30 Sep 2026
	\$	\$
Opening arrears previous years	642,923	615,557
Levied this year	3,761,290	3,919,457
Less - collections to date	(3,788,656)	(736,803)
Equals current outstanding	615,557	3,798,212
Net rates collectable	615,557	3,798,212
% Collected	86%	16.2%

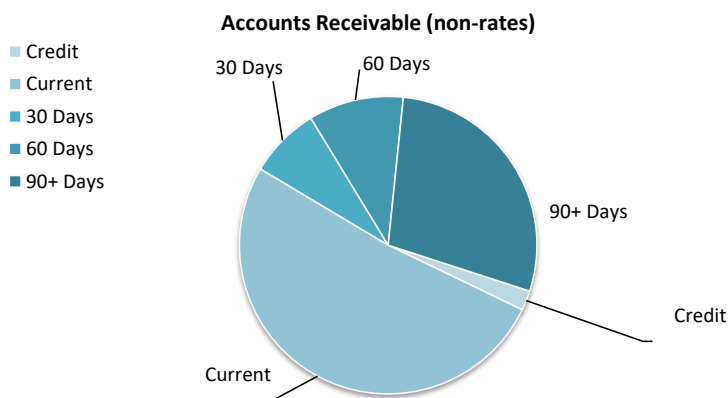


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(973)	23,221	3,495	4,666	12,811	43,219
Percentage	(2.3%)	53.7%	8.1%	10.8%	29.6%	
Balance per trial balance						
Sundry receivable						43,219
GST receivable						109,454
Increase in Allowance for impairment of receivables from contracts with customers						(87,522)
Rates Pensioner Rebate Allowed/Received						10,676
Total receivables general outstanding						75,826

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 2026	Asset Increase	Asset Reduction	Closing Balance 30 Sep 2026
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	9,079	0	0	9,079
Inventory				
Fuel, Oils and Materials on Hand	13,214	0	0	13,214
Other current assets				
Prepayments	11,089	0	(11,089)	0
Accrued income	58,020	0	(60,866)	(2,846)
Contract assets				
Contract assets	82,540	0	0	82,540
Total other current assets	173,942	0	(71,955)	101,987
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

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.

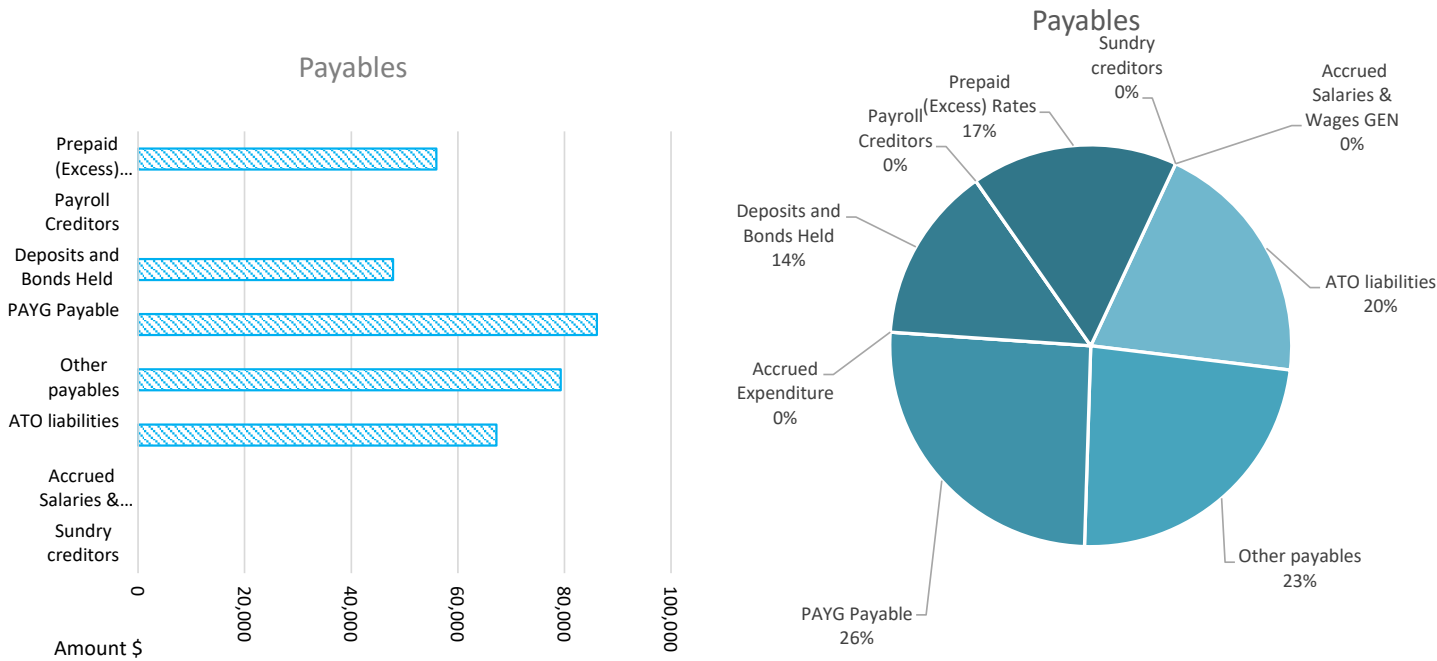
Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						0
Accrued Salaries & Wages GEN						0
ATO liabilities						67,237
Other payables						79,295
PAYG Payable						86,090
Accrued Expenditure						0
Deposits and Bonds Held						47,853
Payroll Creditors						0
Prepaid (Excess) Rates						55,982
Total payables general outstanding						336,457
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.



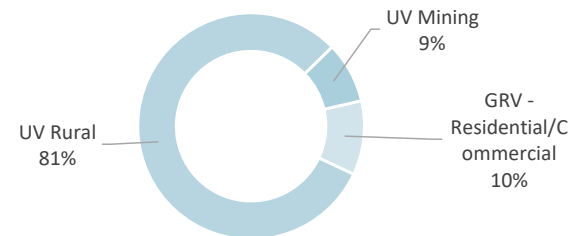
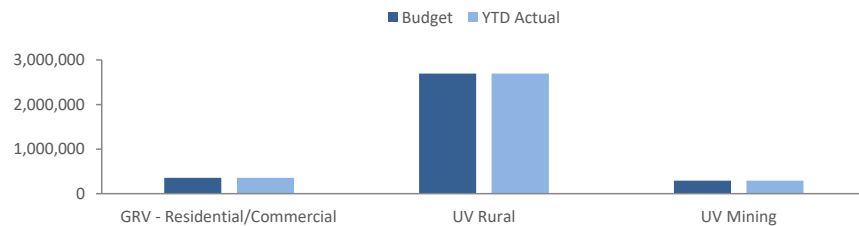
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget					YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$
General Rate									
Gross rental valuations									
GRV - Residential/Commercial	0.095865	264	3,691,532	355,264	355,264	353,889	0	0	353,889
Unimproved value									
UV Rural	0.014570	201	184,982,000	2,695,188	2,695,188	2,695,188	0	0	2,695,188
UV Mining	0.317030	26	914,723	289,995	289,995	289,995	0	0	289,995
Sub-Total		491	189,588,255	3,340,447	3,340,447	3,339,071	0	0	3,339,071
Minimum payment	Minimum \$								
Gross rental valuations									
GRV - Residential/Commercial	386	52	30,512	20,072	20,072	20,072	0	0	20,072
Unimproved value									
UV Rural	386	12	162,730	4,632	4,632	4,632	0	0	4,632
UV Mining	742	13	16,357	9,646	9,646	9,646	0	0	9,646
Sub-total		77	209,599	34,350	34,350	34,350	0	0	34,350
		568	189,797,854	3,374,797	3,374,797	3,373,421	0	0	3,373,421
Discount					(37,000)				(8,311)
Amount from general rates					3,337,797				3,365,110
Rates Written Off					(10,000)				(113)
Ex-gratia rates		0	0	0	12,780				0
Total general rates					3,340,577				3,364,998

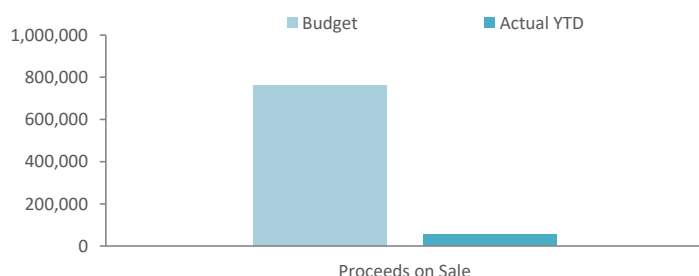
KEY INFORMATION

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			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
546	LAND - Lot 1 (2) Broad Avenue	9,000	0	0	(9,000)	0	0	0	0
536	LAND - Lot 350 (17) Broad Avenue - Graeme	10,000	0	0	(10,000)	0	0	0	0
	Buildings								
278	BLDG - Lot 1 (2) Broad Avenue	116,583	150,000	33,417	0	0	0	0	0
158	BLDG - Lot 350 (17) Broad Avenue	78,717	150,000	71,283	0	0	0	0	0
165	BLDG - Lot 375 (20) Barnes Street	284,434	250,000	0	(34,434)	0	0	0	0
	Plant and equipment								
	Health								
231	P&E - P231 Ford Everest 4x4 (1IAD416) Dr's Vehicle	34,982	35,000	18	0	0	0	0	0
	Transport								
661	P&E - P268 DMAX Crew Cab 4 x 2 (Roads) - MO44	33,188	15,000	0	(18,188)	0	0	0	0
251	P&E - P251 - Toyota Hilux - Gardeners Ute	15,000	10,000	0	(5,000)	0	0	0	0
53	P&E - P154 Tri Axle Low Loader	10,000	25,000	15,000	0	10,000	22,727	12,727	0
428	P&E - P220 Roadserve 3000 Series Semi Water Cart	33,521	25,000	0	(8,521)	0	0	0	0
429	P&E - P221 2011 Caterpillar CT630B Truck	74,688	40,000	0	(34,688)	0	0	0	0
43	P&E - P168 2003 IVECO 6700 Truck	19,884	33,000	13,116	0	20,000	30,000	10,000	0
	Other property and services								
671	P&E - P275 Ford Everest 2025 SUV Trend 2.0L (MO0) - CEO	54,698	30,000	0	(24,698)	0	0	0	0
		774,694	763,000	132,834	(144,528)	30,000	52,727	22,727	0

The Shire has no asset disposals to report as at 31 July 2026.



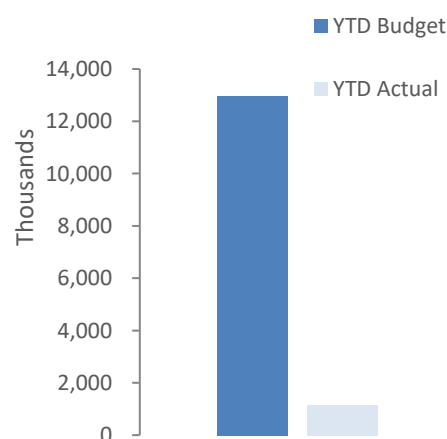
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

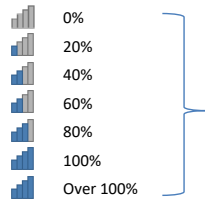
	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
Capital acquisitions					
		\$	\$	\$	\$
Land and Buildings	8,437,585	8,437,585	1,895,643	593,977	(1,301,666)
Furniture and equipment	10,000	10,000	2,499	0	(2,499)
Plant and equipment	1,234,601	1,234,601	639,998	466,714	(173,284)
Infrastructure - roads	2,956,913	2,956,913	0	41,063	41,063
Infrastructure - Footpaths	78,540	78,540	0	0	0
Infrastructure - Sewerage	50,000	50,000	50,000	0	(50,000)
Infrastructure - Other	200,000	200,000	47,499	49,035	1,536
Payments for Capital Acquisitions	12,967,639	12,967,639	2,635,639	1,150,789	(1,484,850)
Capital Acquisitions Funded By:					
		\$	\$	\$	\$
Capital grants and contributions	6,540,051	6,540,051	962,104	34,874	(927,230)
Borrowings	900,000	900,000	0	0	0
Other (disposals & C/Fwd)	763,000	763,000	146,247	52,727	(93,520)
Cash backed reserves					
Plant Replacement Reserve	911,601	911,601	0	0	0
Capital Works Reserve	483,982	483,982		0	0
Community & Economic Development Reserve	1,022,792	1,022,792	0	0	0
Sewerage Reserve	75,000	75,000	0	0	0
Aged Care Units (Excl. 1-4) Reserve	35,000	35,000		0	0
Contribution - operations	2,236,213	2,236,213	1,527,288	1,063,188	(464,100)
Capital funding total	12,967,639	12,967,639	2,635,639	1,150,789	(1,484,850)

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.

Account/Job Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	\$	\$	\$	\$	\$
Buildings					
Building Capital Works - Early Childhood Education Centre	(4,200,000)	(4,200,000)	(1,050,000)	(505,246)	544,754
Youth Centre Building Capital Expenditure	(150,000)	(150,000)	(37,500)	0	37,500
24 Harley Street, Morawa	(30,000)	(30,000)	(7,500)	0	7,500
2 Caulfield St Old Docs House Capital	0	0	0	(193)	(193)
Regional Key Worker Housing Construction X 6	(2,717,603)	(2,717,603)	(679,398)	0	679,398
Unit 5 - Aged - Yewers Ave Capital	(35,000)	(35,000)	(8,748)	0	8,748
Town Hall & Old Chambers	(355,000)	(355,000)	0	(5,102)	(5,102)
Recreation Centre - Renewals	(16,000)	(16,000)	0	(11,341)	(11,341)
New Depot Construction	(483,982)	(483,982)	0	(56,682)	(56,682)
Standalone Caravan Park Laundry	(50,000)	(50,000)	(12,498)	0	12,498
Admin Office Upgrade/Renewal	(400,000)	(400,000)	(99,999)	(15,413)	84,586
	(8,437,585)	(8,437,585)	(1,895,643)	(593,977)	1,301,666
Plant & Equipment					
Purchase Of Doctor'S Vehicle	(80,000)	(80,000)	(19,998)	0	19,998
Purchase Plant & Equipment - Sewerage	(25,000)	(25,000)	(25,000)	0	25,000
Purchase Of New Tri Axle Trailer (Old P154)	(120,000)	(120,000)	0	(90,381)	(90,381)
Purchase Of New Truck	(334,601)	(334,601)	0	(303,569)	(303,569)
Purchase Of Street Sweeper	0	0	0	(334)	(334)
Purchase Of New Roadserve 3000 Series Semi Water Cart P220	(140,000)	(140,000)	(140,000)	0	140,000
Purchase Of New Caterpillar Ct630B Truck P221	(380,000)	(380,000)	(380,000)	0	380,000
Purchase Of Team Leader Roads Ute	(75,000)	(75,000)	(75,000)	0	75,000
Purchase Of Ceo Vehicle	(80,000)	(80,000)	0	(72,430)	(72,430)
	(1,234,601)	(1,234,601)	(639,998)	(466,714)	173,284
Furniture & Equipment					
Furniture & Equipment - Other Health	(10,000)	(10,000)	(2,499)	0	2,499
	(10,000)	(10,000)	(2,499)	0	2,499
Infrastructure Other					
War Rock - Fire Water Tank	0	0	0	(40,519)	(40,519)
Old Town Dam - Fire Water Tank	0	0	0	(8,516)	(8,516)
Infrastructure Other	(160,000)	(160,000)	(37,500)	0	37,500
Led Tourism Information Signage	(40,000)	(40,000)	(9,999)	0	9,999
	(200,000)	(200,000)	(47,499)	(49,035)	(1,536)
Infrastructure Sewerage					
Sewerage Upgrade	(50,000)	(50,000)	(50,000)	0	50,000
	(50,000)	(50,000)	(50,000)	0	50,000
Infrastructure Roads					
Black Spot Evaside Rd Stage 2 Expenditure	(537,000)	(537,000)	0	(8,539)	(8,539)
Pintharuka West Road 2026/27 Gravel Resheet 6Km	(586,880)	(586,880)	0	(32,524)	(32,524)
Nanekine Road 2024/25 Section	(483,033)	(483,033)	0	0	0
Nanekine Road 2025/26 Reconstruct	(450,000)	(450,000)	0	0	0
Morawa Yalgoo Road 2025/26 Reconstruction Section 1	(450,000)	(450,000)	0	0	0
Nanekine Road 2026/27 Reconstruct Slk 1.72 To 2.79	(450,000)	(450,000)	0	0	0
	(2,956,913)	(2,956,913)	0	(41,063)	(41,063)
Infrastructure Footpaths					
Prater Street Dual Use Path	(78,540)	(78,540)	0	0	0
	(78,540)	(78,540)	0	0	0
	0	0	0	0	0
	(12,967,639)	(12,967,639)	(2,635,639)	(1,150,789)	1,484,850

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026**

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2026	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare														
Early Childhood and Family Centre	143	0	0	900,000	900,000	0	34,372	34,372	0	865,628	865,628	0	30,888	30,888
Housing														
24 Harley Street - Staff Housing	136	200,014	0	0	0	0	17,744	17,744	200,014	182,270	182,270	(322)	9,052	9,052
Recreation and culture														
Netball Courts Redevelopment	139	132,234	0	0	0	0	12,982	12,982	132,234	119,252	119,252	(712)	2,968	2,968
Tennis Courts Renewal Project	142	220,000	0	0	0	8,584	17,385	17,385	211,416	202,615	202,615	339	12,381	12,381
		552,248	0	900,000	900,000	8,584	82,483	82,483	543,665	1,369,765	1,369,765	(696)	55,289	55,289
Self supporting loans														
Recreation and culture														
Self Supporting Loan - Tennis Club - Court Renewal	141	115,000	0	0	0	0	9,079	9,079	115,000	105,921	105,921	(2,759)	6,699	6,699
		115,000	0	0	0	0	9,079	9,079	115,000	105,921	105,921	(2,759)	6,699	6,699
Total		667,248	0	900,000	900,000	8,584	91,562	91,562	658,665	1,475,686	1,475,686	(3,454)	61,988	61,988
Current borrowings		57,191							48,607					
Non-current borrowings		610,058							610,058					
		667,248							658,665					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

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 SEPTEMBER 2026

FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES

Information on leases			New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Lease No.	1 July 2026	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

The Shire has no lease liabilities to report as at 30 September 2026

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	268,215	8,684	1,969	0	0	(20,000)	0	256,899	270,184
Plant Replacement Reserve	668,933	21,659	4,910	539,139	0	(911,601)	0	318,130	673,843
Capital Works Reserve	394,246	12,726	2,894	500,000	0	(483,982)	0	422,990	397,140
Community & Economic Development Reserve	1,486,358	48,008	13,343	0	0	(1,022,792)	0	511,574	1,499,701
Sewerage Reserve	745,004	24,119	5,469	60,000	0	(75,000)	0	754,123	750,473
Future Fund Grants (Interest) Reserve	358,956	11,135	2,644	58,830	0	(40,000)	0	388,921	361,601
Future Fund (Principal) Reserve	2,134,240	69,212	3,912	0	0	(58,830)	0	2,144,622	2,138,152
Aged Care Units (Excl. 1-4) Reserve	331,517	10,736	2,287	10,000	0	(35,000)	0	317,253	333,803
Legal Fees Reserve	72,215	2,339	530	10,000	0	(10,000)	0	74,554	72,745
Emergency Response Reserve	344,909	11,167	2,532	0	0	0	0	356,076	347,441
Aged Care Units 1-4 (JVA) Reserve	80,975	2,621	741	0	0	0	0	83,596	81,716
Swimming Pool Reserve	199,636	6,466	1,465	20,000	0	0	0	226,102	201,102
Jones Lake Road Rehab Reserve	232,231	7,521	1,705	20,000	0	0	0	259,752	233,936
Morawa-Yalgoo Road Maintenance Reserve	299,964	0	0	50,000	0	(299,500)	0	50,464	299,964
Insurance Works Reserve	34,660	0	0	0	0	0	0	34,660	34,660
Information Technology Reserve	0	0	0	100,000	0	0	0	100,000	0
	7,652,059	236,393	44,402	1,367,969	0	(2,956,705)	0	6,299,716	7,696,461

Other Current Liabilities	Note	Opening Balance 1 Jul 2026	Liability Increase	Liability Reduction	Closing Balance 30 Sep 2026
		\$	\$	\$	\$
Other liabilities					
- Contract liabilities	12	12,119	14,052	0	26,170
- Capital grant/contribution liabilities	13	910,169	613,133	(258,352)	1,264,951
Total other liabilities		922,288	627,185	(258,352)	1,291,121
Provisions					
Annual leave		52,155	0	0	52,155
Long service leave		36,113	0	0	36,113
Total Provisions		88,268	0	0	88,268
Total Other Current Liabilities					1,379,388
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 BENEFIT PROVISIONS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

CAPITAL GRANT/CONTRIBUTION LIABILITIES

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

NOTE 13
GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent Grant, Subsidies and Contributions Liability				Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2026	Increase in Liability	Liability Reduction (As revenue)	Current Liability 30 Sep 2026	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and Subsidies								
General purpose funding								
Grants- FAGS WALGGC - General	0	0	0	0	383,279	383,279	95,819	89,688
Grants- FAGS WALGGC - Local Roads	0	0	0	0	184,080	184,080	46,020	30,656
Law, order, public safety								
DFES Operating Grant - Bush Fire Brigade	0	0	0	0	24,060	24,060	6,015	6,015
DFES Bush Fire Mitigation Activity Funds 2026/27	0	14,170	0	14,170	28,342	28,342	7,083	0
Health								
DPIRD Grant - Local Government Rodent Control Assistance Program	0	0	0	0	0	0	0	7,904
Education and welfare								
COTA WA Seniors Week Grant Income	0	0	0	0	1,000	1,000	249	0
YAC WA Grant Income	119	(119)	0	0	0	0	0	0
Bike Week/Transport-WestCycle Grant Income	0	0	0	0	1,000	1,000	249	0
Dept of Communities Youth Week WA Grant Income	0	0	0	0	3,000	3,000	750	0
CBH Grass Roots Grant - Morawa Youth Centre Rejuvenation Income	12,000	0	0	12,000	12,000	12,000	3,000	0
Recreation and culture								
NADC Australia Day Grant	0	0	0	0	16,500	16,500	0	0
Direct Grant (MRWA)	0	0	0	0	213,754	213,754	213,754	231,140
	12,118.53	14,052	0	26,170	867,015	867,015	372,939	365,402
Contributions								
Education and welfare								
Other Income	0	0	0	0	500	500	123	0
Community amenities								
Drummuster Contribution	0	0	0	0	30,000	30,000	7,500	0
Community Benefit Contribution	0	0	0	0	20,000	20,000	4,998	0
Recreation and culture								
Event Income - Other Culture	0	0	0	0	1,800	1,800	450	0
Transport								
Street Lighting Subsidy (MRWA)	0	0	0	0	6,000	6,000	1,500	0
Maintenance Contribution - Silverlake - Morawa Yalgoo Road	0	0	0	0	100,000	100,000	0	64,431
Road Maintenance Contribution	0	0	0	0	55,000	55,000	0	0
Other property and services								
Income related to Unclassified	0	0	0	0	500	500	123	0
	0	0	0	0	213,800	213,800	14,694	64,431
TOTALS	12,119	14,052	0	26,170	1,080,815	1,080,815	387,633	429,834

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

NOTE 14
CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability				Non Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2026	Increase in Liability	Liability Reduction (As revenue)	Current Liability 30 Sep 2026	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Capital Grants and Subsidies								
Law, order, public safety								
DWER War Rock - Fire Water Tank Income	17,819	0	(17,819)	0	0	0	0	17,819
DWER Old Town Dam - Fire Water Tank Income	20,000	0	(8,516)	11,484	0	0	0	8,516
Education and welfare								
Growing Regions Program - Early Childhood Education Centre Income	0	223,478	(223,478)	0	2,234,775	2,234,775	0	223,478
Lotterywest - Early Childhood Education Centre Income	512,150	0	0	512,150	512,000	512,000	0	0
Regional Economic Development - Early Childhood Education Centre Income	0	0	0	0	200,000	200,000	0	0
Regional Economic Development - Regional Key Worker Housing Income	0	0	0	0	1,498,036	1,498,036	374,508	0
Transport								
MRWA Grant - RRG - Nanekine Rd - Reconstruct 25/26	192,000	126,512	0	318,512	300,000	300,000	120,000	0
MRWA Grant - RRG - Morawa Yalgoo Rd - Reconstruction Section 1 25/26	0	126,512	0	126,512	300,000	300,000	120,000	0
MRWA Grant - RRG - Nanekine Road - Widen & Seal	30,990	0	0	30,990	210,990	210,990	84,396	0
MRWA Grant - RRG - Nanekine Road - 2026/27 Reconstruct	0	126,512	0	126,512	300,000	300,000	120,000	0
RTR Grant - Pintharuka West Road 2026/27 Gravel Resheet 6km	0	0	0	0	586,880	586,880	0	0
MRWA Black Spot Grant - Evaside Road Stage 2	137,210	0	(8,539)	128,671	358,000	358,000	143,200	8,539
WA Bicycle Network Grant - Prater Street Dual Use Path	0	10,120	0	10,120	39,370	39,370	0	0
	910,169	613,133	(258,352)	1,264,951	6,540,051	6,540,051	962,104	258,352
Total Non-operating grants, subsidies and contributions	910,169	613,133	(258,352)	1,264,951	6,540,051	6,540,051	962,104	258,352

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026**

**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 2026	Amount Received	Amount Paid	Closing Balance 30 Sep 2026
	\$	\$	\$	\$
Drug Action Group	660	0	0	660
Bank Deposits Not Receipted/ Unclaimed Monies	0	17,655	0	17,655
Youth Fund Raising	865	0	0	865
	1,525	17,655	0	19,180

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026**

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 2026-27 year is \$10,000 or 10.00% whichever is the greater.

**NOTE 16
EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Rates excluding general rates	(10,394)	(101.10%)	▼		Ex gratia rates income budgeted but not yet received.	
Grants, subsidies and contributions	42,201	10.89%	▲	Vault Minerals RAV community benefit contribution received ahead of budget phasing.		
Fees and charges	172,207	30.12%	▲		Rubbish collection income received ahead of budget phasing.	Music, Arts Festival Income received with no budget.
Interest revenue	(39,396)	(46.76%)	▼	Interest on term deposits to be recognised when they mature.		
Expenditure from operating activities						
Employee costs	234,645	27.59%	▲	Various Salaries and Wages expenditure behind budget phasing.		
Materials and contracts	156,102	22.18%	▲	Various Materials and Contract expenditure behind budget phasing.		
Utility charges	87,868	80.82%	▲	Utility expenditure behind budget phasing.		
Finance costs	18,946	122.30%	▲	Finance costs behind budget phasing.		
Insurance expenses	(45,376)	(37.01%)	▼		Insurance premium expenditure incurred ahead of budget phasing.	
Other expenditure	43,313	80.24%	▲		Members fees budgeted but yet paid.	
Loss on disposal of assets	19,530	100.00%	▲	Some budgeted asset disposals are running behind budget.		
Investing activities						
Proceeds from Capital grants, subsidies and contributions	(703,752)	(73.15%)	▼		Actual capital grant revenue recognised is behind budget phasing. Revenue recognition is generally tied to capital works which the funding is associated with. Capital works is currently behind budget.	
Proceeds from disposal of assets	(93,520)	(63.95%)	▼		Some budgeted asset disposals are running behind budget.	
Payments for property, plant and equipment	1,477,449	58.21%	▲	Capital Works currently behind budget phasing. See Note 8 for project details.		
Financing activities						
Transfer from reserves	(263,514)	(100.00%)	▼		Transfers from reserve relating to some capital projects have not been done due to the capital projects not yet started.	
Transfer to reserves	(20,264)	(83.95%)	▼		Transfers to reserve of interest earned occurred prior to budget adoption.	

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus				0
							0
	Change in opening surplus since budget adoption					-	0
				0	0	0	0

Ordinary Council Meeting 27 October 2026

Attachment 1 – 11.2.3a Shire of Morawa Policy

Policy ELM04 – Elected Member Continuing Professional Development (CPD) – Track Changes

Policy ELM04 – Elected Member Continuing Professional Development (CPD) – Clean Version

Policy ELM26 – Electronic Meetings and Attendance – Track Changes.

Policy ELM26 – Electronic Meetings and Attendance – Clean Version.

Policy EMP04 – Work Health and Safety – Track Changes.

Policy EMP04 – Work Health and Safety – Clean Version.

Policy EMP06 – Removal Expenses – Track Changes.

Policy EMP06 – Removal Expenses – Clean Version.

Policy ENG02 – Bush Fire Policy – Track Changes.

Policy ENG02 – Bush Fire Policy – Clean Version.

Policy FIN03 – Authorised Signatures for Cheque/Electronic Funds Transfer Payments (No Amendments).

Policy FIN04 – Purchasing Policy – Track Changes.

Policy FIN04 – Purchasing Policy – Clean Version.

Policy FIN08 – Disposal of Property (other than land) – Track Changes.

Policy FIN08 – Disposal of Property (other than land) – Clean Version.

Policy FIN10 – Cash Reserves Management Policy – Track Changes.

Policy FIN10 – Cash Reserves Management Policy – Clean Version.

Policy RTED02 – Tourism (No Amendments).

Item 11.2.3 – Shire of Morawa Policy Review

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ELM04 Elected Member Continuing Professional Development (CPD)

Aim	To provide a policy covering the continuing professional development of council members to further their knowledge and skills to better represent their constituents
Application	Elected Members
Statutory Environment	<i>Local Government Act 1995</i> <i>This policy is made in accordance with Division 10 – Training and Development (s.5.126, s.5.127 and s.5.128) of the Local Government Act 1995 (the Act).</i> <i>Regulation 36; Local Government (Administration) Regulations 1996</i>
Approval Date	~~November 2020~~ OCM-21 March 2024
Last Review	~~October 2026~~ OCM-19 November 2020
Next Review	~~2026~~ 2028
Review Period	2 years

Objective

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

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

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

Policy

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

Council Member Induction

Following each election, the ~~Shire~~ CEO and ~~current Shire~~ President, ~~(or longest serving councillor, where the office of President is vacant) should the previous President's role become vacant), will facilitate an induction program for newly elected Council Members. The induction program should be completed within two months of a Council Member taking office and will provide information regarding Council Member roles and responsibilities, legislative obligations, personal responsibilities and the strategic direction of the Shire.~~ will conduct a basic induction providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government prior to their first Council meeting.

Mandatory Training

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

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

Continuing Professional Development

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

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

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

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

This includes Continuing Professional Development that:

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

Eligible Continuing Professional Development activities include:

- WA Local Government Association ~~Council~~ (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.
- Conferences, training, workshops, or seminars that address the initiatives and projects identified in the Shire's Strategic Community Plan, Corporate Business Plan or other strategic documents.

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

Request for approval

Council Members seeking approval to attend training or professional development are to submit a written application to the CEO including the following information~~Council Members who wish to attend training or professional development may make application by providing the following details to the CEO in writing:~~

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

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

Applications should be submitted with sufficient notice to enable assessment, registration and travel arrangements where required~~Applications, including all required details, are to be submitted in reasonable time for registration.~~ Approval for Council Member attendance may be granted by:

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

Limitations

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

Unless otherwise resolved by Council, no more than two Council Members are to attend the same training or professional development activity where attendance would require an extended absence from the district~~Where attendance at a particular training or professional development event would require an extended absence, no more than two Council Members may attend, unless Council has otherwise resolved.~~

Approval will not be granted for training or continuing professional development that is scheduled

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to occur in the last six months of a Council Member's term of office.

Sharing of knowledge

~~To maximise organisational benefit, Council Members who attend approved training or development activities should share key learnings and outcomes with fellow Council Members. In order to realise the maximum benefit for the Shire, Council Members will provide information on their attendance, key features and benefits of the training or professional development within a reasonable period after completion.~~ Council Members may include ideas and innovations identified through the professional development for discussion at future Concept Forums, where the matter relates to the Shire's strategic objectives.

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

Continuing Professional Development CPD Costs

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

~~The annual allocation is intended to meet the reasonable costs associated with approved training and professional development activities undertaken in accordance with this policy. This budget allocation is made to cover all reasonable costs associated with training or professional development approved in accordance with this policy, as detailed in this section.~~

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

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

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

~~Air travel is to be economy class and arranged having regard to practicality, availability and cost-effectiveness. Air travel is to be by Economy Class at a time that is convenient to the Council Member. As far as is practicable, tickets will be purchased well in advance, and take advantage of available discount fares.~~

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

~~Accommodation will be arranged at a standard considered reasonable and appropriate for the approved activity. Reasonable accommodation will be booked for the Council Member for a room at or in close proximity to the event venue and within the expenditure limitations within this Policy and equivalent to a 3 or 4 star room.~~

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

A Council Member may choose to upgrade their accommodation standard or extend their visit for personal reasons, however additional costs are to be paid by the Council Member (including any additional

accommodation

~~associated~~ or travel costs) and confirmed prior to the Shire confirming the booking.

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

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

Meal expenses are limited to reasonable costs incurred for meals that are not otherwise provided as part of the event, accommodation or travel arrangements.~~Meal expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these meals are not provided at the event or in travel. When~~

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~~meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event will not to be paid by the Shire.~~

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

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

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

Travel Insurance – Intrastate, Interstate and International

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

Council Members are encouraged to familiarise themselves with applicable policy conditions and assess whether additional personal cover is required~~Council Members should review the conditions of the Shire's corporate travel protection policy and member certificate to determine whether it is adequate for their personal needs and circumstances, and so that the Shire and/or the Council Member can make any necessary alternative arrangements.~~

Accompanying persons/~~entertainment~~ costs

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

Where practical, the Shire may assist with booking arrangements; however, all associated costs must be paid by the Council Member~~The Shire may coordinate accompanying person bookings and registrations for travel, accommodation, and the event / function, with costs incurred to be paid to the Shire by the Council Member prior to or as soon as the Shire confirms the booking/s.~~

Booking Changes ~~/and~~ Modification Costs

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

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

Cancellations

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

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

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Report on training

~~The Shire will prepare and publish an annual report on training completed by Council Members in accordance with legislative requirements. The Shire is required to produce a report detailing the training completed by Council Members during each financial year, in accordance with s.5.127 of the Act.~~

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

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

~~Council Members must provide evidence of attendance or completion to support reporting and record-keeping requirements. Council Members are required to submit certificates/records of attendance to the Shire administration for record keeping and training report development.~~

~~The report will be included in the Annual Report and published on the Shire website in accordance with legislative requirements. The report will be provided to Council Members for their information, before being published on the Shire's website within one month of the end of the financial year.~~

Council Member Commitment

Council Members are committed to:

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

Policy Review

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

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ELM04 Elected Member Continuing Professionals Development (CPD)

Aim	To provide a policy covering the continuing professional development of council members to further their knowledge and skills to better represent their constituents
Application	Elected Members
Statutory Environment	<i>Local Government Act 1995</i> <i>This policy is made in accordance with Division 10 – Training and Development (s.5.126, s.5.127 and s.5.128) of the Local Government Act 1995 (the Act).</i> <i>Regulation 36; Local Government (Administration) Regulations 1996</i>
Approval Date	November 2020
Last Review	October 2026
Next Review	2028
Review Period	2 years

Objective

To support the continuing professional development of Council Members by enhancing their knowledge, skills and capability, thereby strengthening informed decision-making and the delivery of good governance for the community.

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

Policy

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

Council Member Induction

Following each election, the CEO and Shire President, or longest serving councillor, where the office of President is vacant, will facilitate an induction program for newly elected Council Members. The induction program should be completed within two months of a Council Member taking office and will provide information regarding Council Member roles and responsibilities, legislative obligations, personal responsibilities and the strategic direction of the Shire.

Mandatory Training

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

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The Shire's preferred provider for this course is WALGA , and course delivery is available online and face to face. Council Members are encouraged to complete the online course where practical, as it provides a flexible and cost-effective training option. The administration will coordinate all bookings and arrangements for Council Members to complete mandatory training within the regulated timeframe.

Continuing Professional Development

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

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

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

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

This includes Continuing Professional Development that:

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

Eligible Continuing Professional Development activities include:

- WA Local Government Association (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.
- Conferences, training, workshops, or seminars that address the initiatives and projects identified in the Shire's Strategic Community Plan, Corporate Business Plan or other strategic documents.

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

Request for approval

Council Members seeking approval to attend training or professional development are to submit a written application to the CEO including the following information:

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

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

Applications should be submitted with sufficient notice to enable assessment, registration and travel arrangements where required. Approval for Council Member attendance may be granted by:

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

Limitations

Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Approval may be withheld where attendance would adversely impact Council operations, including attendance at Council or Committee meetings where quorum or strategic decision-making may be affected.

Unless otherwise resolved by Council, no more than two Council Members are to attend the same training or professional development activity where attendance would require an extended absence from the district.

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

Sharing of knowledge

To maximise organisational benefit, Council Members who attend approved training or development activities should share key learnings and outcomes with fellow Council Members. Council Members may include ideas and innovations identified through the professional development for discussion at future Concept Forums, where the matter relates to the Shire's strategic objectives.

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Knowledge sharing may occur through a presentation or verbal update at a Concept Forum, or through a written report provided to the CEO for circulation to Council Members. Copies of resources obtained at the event may also be provided to the Chief Executive Officer for circulation to all Council Members.

Continuing Professional Development Costs

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

The annual allocation is intended to meet the reasonable costs associated with approved training and professional development activities undertaken in accordance with this policy.

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

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

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

Air travel is to be economy class and arranged having regard to practicality, availability and cost-effectiveness.

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

Accommodation will be arranged at a standard considered reasonable and appropriate for the approved activity.

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

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

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

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

Meal expenses are limited to reasonable costs incurred for meals that are not otherwise provided as part of the event, accommodation or travel arrangements.

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

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

The Shire reserves the right to disallow excessive claims and invoice for reimbursement if required. Personal expenses, including entertainment, grooming and similar discretionary purchases, will not be reimbursed. Reasonably avoidable costs like clothes washing or meal costs where they are otherwise provided by the accommodation package, or the training/conference will also not be reimbursed.

Travel Insurance – Intrastate, Interstate and International

Council Members are covered by the Shire's corporate travel protection arrangements, subject to the applicable policy terms and conditions.

Council Members are encouraged to familiarise themselves with applicable policy conditions and assess whether additional personal cover is required.

Accompanying persons costs

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

Where practical, the Shire may assist with booking arrangements; however, all associated costs must be paid by the Council Member.

Booking Changes and Modification Costs

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

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

Cancellations

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

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

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Report on training

The Shire will prepare and publish an annual report on training completed by Council Members in accordance with legislative requirements.

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

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

Council Members must provide evidence of attendance or completion to support reporting and record-keeping requirements.

The report will be included in the Annual Report and published on the Shire website in accordance with legislative requirements.

Council Member Commitment

Council Members are committed to:

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

Policy Review

In accordance with s.5.128 of the Act, this policy will be provided for Council's review following each ordinary election.

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ELM26 Electronic Meetings and Attendance

Aim	To provide a <u>contemporary framework for electronic attendance at Council and committee meetings and, where permitted, the conduct of meetings by electronic means.</u> ~~guide to facilitating effective Council and Committee eMeetings.~~
Application	<u>Council Members, committee members and employees responsible for the administration of Council and committee meetings.</u> ~~All Elected Members, Shire Staff and Public~~
Statutory Environment	<u>Local Government Act 1995 and Local Government (Administration) Regulations 1996, regulations 14C, 14CA, 14D and 14E</u> ~~Shire of Morawa Meeting Procedures Local Law 2012~~
Approval Date	<u>May 2023</u> ~~OGM 21 November 2024~~
Last Review	<u>OGM 18 May 2023</u> ~~October 2026~~
Next Review	<u>2025</u> ~~2028~~
Review Period	<u>4</u> ~~2~~ years

Objective

To facilitate effective participation by Council and committee members through electronic attendance, while ensuring that electronic attendance and electronic meetings comply with the Local Government Act 1995 and Local Government (Administration) Regulations 1996.~~To establish protocols for electronic Council and Committee meetings ("eMeetings") and for electronic attendance ("eAttendance") at Council and Committee Meetings.~~

Policy

1. General principles

Council meetings will ordinarily be conducted in person. However, Council recognises that electronic attendance provides important flexibility and can enable a member to participate where the member may otherwise be unable to attend in person.

In administering this Policy, regard may be given to the circumstances of the Shire of Morawa, including seasonal agricultural activities, employment and business commitments, travel requirements, family and personal commitments, and the distances associated with living and working in a regional community.

Subject to the legislative requirements, technological capability and confidentiality requirements, reasonable requests for electronic attendance should generally be facilitated.

A member is not required under this Policy to demonstrate exceptional circumstances before electronic attendance may be approved. Each request is to be assessed against the legislative requirements and the member's ability to participate effectively.

2. Electronic attendance

A member may attend an ordinary Council meeting, special Council meeting or meeting of a committee of Council by electronic means where authorised in accordance with regulation 14C of the Local Government (Administration) Regulations 1996.

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Electronic attendance occurs where an individual member participates electronically in a meeting that is otherwise conducted in person. A member attending electronically is taken to be present while connected and able to participate in accordance with the Regulations.

Microsoft Teams will ordinarily be the Shire's preferred platform for electronic attendance. Telephone or another method of instantaneous communication may be used where the decision-maker is satisfied that it will enable effective participation and comply with the Regulations.

3. Applications and approval

A Member seeking to attend electronically should notify the Presiding Member and CEO or delegate as early as practicable before the meeting, identifying the meeting and the proposed location and method of participation.

The CEO or delegate will verify that the proposed electronic attendance complies with the applicable legislative requirements, including any statutory limitation on electronic attendance and the suitability of the proposed location and method of participation.

The Presiding Member may authorise a Member, including the President, to attend a meeting electronically where the requirements of regulation 14C of the Local Government (Administration) Regulations 1996 are satisfied. Council may also authorise electronic attendance where appropriate.

Where the legislative requirements are satisfied and suitable technological and confidentiality arrangements are available, electronic attendance should generally be facilitated.

Electronic attendance will be recorded in the minutes in accordance with the applicable legislative requirements.

4. Effective and safe participation

The proposed location, equipment and connection must enable the member to hear, be heard and participate effectively in the deliberations and communications of the meeting.

Electronic attendance must occur from a location that enables safe and effective participation. A member must not participate in a meeting while driving a vehicle or operating plant or machinery.

A member attending electronically is subject to the same meeting procedures, conduct requirements, voting requirements and directions of the presiding member as a member attending in person.

If the electronic connection prevents effective participation, the presiding member may suspend or terminate the member's electronic participation until an adequate connection is restored. The minutes must record any period during which the member was disconnected or unable to participate.

5. Confidentiality

A member attending electronically must not participate in a part of a meeting closed to the public unless the member first declares that confidentiality can be maintained. If confidentiality can no longer be maintained, the member must cease participating in that part of the meeting. The declaration must be recorded in the minutes.

6. Electronic meetings

A Council or committee meeting may be conducted wholly by electronic means where permitted by the Act and Regulations and authorised by the appropriate decision-maker.

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A meeting may be conducted wholly by electronic means where the circumstances prescribed by the Local Government (Administration) Regulations 1996 apply. Any necessary authorisation must be obtained before the meeting is conducted electronically.

For the purposes of this Policy, an electronic meeting is a meeting conducted wholly by electronic means. The method used must enable all participating members to hear, be heard and participate effectively, and must comply with the requirements of the Regulations.

A meeting may only be conducted wholly by electronic means following authorisation by the person or body authorised under the Act and Regulations.

7. Public access and participation

The CEO must ensure that arrangements for public access, public question time and meeting notices comply with the Act, Regulations and the Shire's meeting procedures.

Where a meeting is conducted wholly by electronic means, the CEO must establish arrangements that provide public access and participation to the extent required by legislation. Those arrangements may include access from a Shire venue, electronic access or another method determined by the CEO.

Where a meeting is to be conducted wholly by electronic means, the CEO must ensure that:

- (a) required meeting details are published on the Shire's official website;
- (b) reasonable steps are taken to promote community awareness; and
- (c) adequate administrative and technological support is available.

The CEO will establish and publish arrangements for public question time and the submission of questions where ordinary in-person participation is unavailable. Those arrangements must comply with applicable legislative notice and public participation requirements.

8. Records and minutes

The CEO or delegate must maintain an accurate register of attendance at Council and committee meetings.

The register must identify electronic attendance and contain sufficient information to monitor compliance with any statutory limitation on electronic attendance.

9. Definitions

Meeting means an ordinary Council meeting, special Council meeting or meeting of a committee of Council.

Electronic attendance means attendance by an individual member through a method of instantaneous communication at a meeting that is otherwise conducted in person.

Electronic meeting means a meeting conducted wholly by electronic means.

Member means a Council Member or committee member entitled to participate in the relevant meeting.

(a) eMeeting

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~~This Policy has been prepared to provide guidelines governing the conduct of Council and Committee eMeetings and to ensure compliance with the intent of the *Local Government Act 1995* and *Regulations*, particularly *Local Government (Administration) Regulation 1996* regulation 14E.~~

- ~~• The provision for eMeetings in *Regulation 14E* has been introduced to provide flexibility to the sector after the successful response during Covid-19 emergency provisions. It is the intent of the Morawa Council to continue to make every effort to hold meetings in person where possible and appropriate.~~

~~The term eMeetings refers to all Council and Committee meetings confirmed to be held by electronic means. This includes by telephone, video conference or other instantaneous communication. The method chosen is to be decided by the President or Council in consultation with the CEO and must ensure appropriate sound and voting capabilities. Council must not hold more than 50% of Council or Committee meeting as eMeetings in each 12 month period. The number of eMeetings held will be reported on within the Annual Report.~~

~~Given Council's preference for in person meetings decisions regarding whether a particular meeting may be an eMeeting must be made at the Council level. The request for an eMeeting may be put by a particular Councillor via a notice of motion or if the Shire President and CEO have discussed the need in advance then an officer recommendation may be provided during the meeting closure proceedings.~~

~~The below information regarding public participation in eMeetings aligns with the requirements of Regulation 14E (3A) and (4).~~

~~Members of the public won't be provided with electronic access links for electronic meetings but at a minimum will have access to the unconfirmed minutes and may be able to attend the Council Chambers to participate in the meeting—depending on administrative support and health and safety protocols. If attendance at Council Chambers is not possible then members of the public will receive at least 48 hours' notice that any questions for public question time should be submitted in advance of the meeting and will be responded to via appropriate correspondence after being raised during the meeting. In most cases the Shire will seek to facilitate Council Chambers public access to allow public question time participation.~~

~~Process Summary~~

- ~~1. The Shire President and/or Council, in consultation with the CEO, makes a decision/resolution to hold a specific Council or Committee meeting as an eMeeting.~~
- ~~2. Public Notice provided with instruction and deadline for the submission of questions to be raised during the Council or Committee eMeeting during the designated Public Question Time period.~~
- ~~3. During the eMeeting, any submitted questions will be addressed as required.~~
- ~~4. The minutes from the eMeeting will note all questions submitted and the responses addressed during the designated Public Question Time period. The minutes will be uploaded to the Shire's website as per usual protocol.~~

(b) eAttendance

~~The intent of eAttendance, similar to eMeetings, is to provide increased flexibility for council and committee members in meeting their obligations to attend meetings if they cannot physically attend the Council Chambers, this will also assist Local Governments in achieving meeting quorums.~~

~~Councillors should continue to make every effort to attend meetings in person where possible and~~

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~~appropriate. Local Government (Administration) Regulations, Regulation 14C and 14CA provide a legislative framework to permit eAttendance.~~

~~To facilitate maximum attendance at Morawa Shire Council meetings, the Shire President is empowered to approve eAttendance requests subject to the Councillor providing written notice of the request to the CEO via noting the reason and confirming that they have the capability to ensure that any confidential aspects of meeting can be complied with if required, if confidentiality cannot be guaranteed then the Shire President may approve eAttendance for the non-confidential components of the meeting.~~

~~The Shire President may approve their own eAttendance subject to advance written notification of the date, reason, and confidentiality confirmation being provided to the CEO.~~

~~Prior to authorising eAttendance the Shire President, in consultation with the CEO must confirm that the Councillor has not participated by eAttendance for more than 50% of the in-person meetings held in the 12 months preceding the date requested for eAttendance. This does not apply to meetings designated as eMeetings such that 50% of Council meetings may be eMeetings and then Councillors may attend up to 50% of the remaining Ordinary (in person) Council Meetings via eAttendance.~~

~~If during eAttendance a Councillor who has previously declared they can provide confidentiality for the confidential items at a meeting, finds that they can no longer maintain confidentiality, then they must excuse themselves from the confidential component of the moment noting their inability to maintain confidentiality during the proceedings. Under Regulation 14CA (7) Councillor eAttendance confidentiality declarations must be recorded in the minutes of the meeting, as such the Presiding Member will request a secondary verbal confirmation of confidentiality after Council votes to take an item behind closed doors (make the item confidential).~~

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~~As long as the above requirements are met, the Shire President will seek to approve eAttendance requests to allow for Councillor participation.~~

~~Approvals will be in writing and Council will note the eAttendance in the meeting minutes.~~

~~In general, in the interests of participation the Morawa Council will seek to allow eAttendance where possible to ensure Councillors can continue to participate. It is deemed that this broader participation will provide a better community outcome. As such, reasoning will be provided in the Council minutes if a request for eAttendance is declined. If a request is declined, then Councillors will be recorded as absent unless an official request for leave of absence has been lodged.~~

~~Process Summary~~

- ~~1. The individual Councillor is to provide a written request to the Chief Executive Officer via seeking approval to attend a Council or Committee meeting via eAttendance.~~
- ~~2. The Chief Executive Officer and/or their delegate will record and verify that the request meets legislative requirements and provide written notice to the Shire President of the request.~~
- ~~3. The Chief Executive Officer and/or their delegate will respond to the individual Councillor with the outcome of the request.~~
- ~~4. Unless agreed otherwise, the Shire will utilise Microsoft Teams or Zoom to facilitate eAttendance. Phone (voice) attendance may be permitted in extraordinary circumstances.~~
- ~~5. If eAttendance is not granted, the individual Councillor will be recorded as absent if they do not physically attend the Meeting.~~

~~Record Keeping~~

~~The CEO and/or their delegate, is already responsible for the creation and maintenance of a Council attendance register.~~

~~This register is to be expanded to ensure thorough and accurate records are kept in relation to eMeetings and eAttendance.~~

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ELM26 Electronic Meetings and Attendance

Aim	To provide a contemporary framework for electronic attendance at Council and committee meetings and, where permitted, the conduct of meetings by electronic means..
Application	Council Members, committee members and employees responsible for the administration of Council and committee meetings.
<i>Statutory Environment</i>	<i>Local Government Act 1995 and Local Government (Administration) Regulations 1996, regulations 14C, 14CA, 14D and 14E</i>
Approval Date	May 2023
Last Review	October 2026
Next Review	2028
Review Period	2 years

Objective

To facilitate effective participation by Council and committee members through electronic attendance, while ensuring that electronic attendance and electronic meetings comply with the Local Government Act 1995 and Local Government (Administration) Regulations 1996.

Policy

1. General principles

Council meetings will ordinarily be conducted in person. However, Council recognises that electronic attendance provides important flexibility and can enable a member to participate where the member may otherwise be unable to attend in person.

In administering this Policy, regard may be given to the circumstances of the Shire of Morawa, including seasonal agricultural activities, employment and business commitments, travel requirements, family and personal commitments, and the distances associated with living and working in a regional community.

Subject to the legislative requirements, technological capability and confidentiality requirements, reasonable requests for electronic attendance should generally be facilitated.

A member is not required under this Policy to demonstrate exceptional circumstances before electronic attendance may be approved. Each request is to be assessed against the legislative requirements and the member's ability to participate effectively.

2. Electronic attendance

A member may attend an ordinary Council meeting, special Council meeting or meeting of a committee of Council by electronic means where authorised in accordance with regulation 14C of the Local Government (Administration) Regulations 1996.

Electronic attendance occurs where an individual member participates electronically in a meeting that is otherwise conducted in person. A member attending electronically is taken to be present while connected and able to participate in accordance with the Regulations.

Microsoft Teams will ordinarily be the Shire's preferred platform for electronic attendance. Telephone or another method of instantaneous communication may be used where the decision-maker is satisfied that it will enable effective participation and comply with the Regulations.

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3. Applications and approval

A Member seeking to attend electronically should notify the Presiding Member and CEO or delegate as early as practicable before the meeting, identifying the meeting and the proposed location and method of participation.

The CEO or delegate will verify that the proposed electronic attendance complies with the applicable legislative requirements, including any statutory limitation on electronic attendance and the suitability of the proposed location and method of participation.

The Presiding Member may authorise a Member, including the President, to attend a meeting electronically where the requirements of regulation 14C of the Local Government (Administration) Regulations 1996 are satisfied. Council may also authorise electronic attendance where appropriate.

Where the legislative requirements are satisfied and suitable technological and confidentiality arrangements are available, electronic attendance should generally be facilitated.

Electronic attendance will be recorded in the minutes in accordance with the applicable legislative requirements.

4. Effective and safe participation

The proposed location, equipment and connection must enable the member to hear, be heard and participate effectively in the deliberations and communications of the meeting.

Electronic attendance must occur from a location that enables safe and effective participation. A member must not participate in a meeting while driving a vehicle or operating plant or machinery.

A member attending electronically is subject to the same meeting procedures, conduct requirements, voting requirements and directions of the presiding member as a member attending in person.

If the electronic connection prevents effective participation, the presiding member may suspend or terminate the member's electronic participation until an adequate connection is restored. The minutes must record any period during which the member was disconnected or unable to participate.

5. Confidentiality

A member attending electronically must not participate in a part of a meeting closed to the public unless the member first declares that confidentiality can be maintained. If confidentiality can no longer be maintained, the member must cease participating in that part of the meeting. The declaration must be recorded in the minutes.

6. Electronic meetings

A Council or committee meeting may be conducted wholly by electronic means where permitted by the Act and Regulations and authorised by the appropriate decision-maker.

A meeting may be conducted wholly by electronic means where the circumstances prescribed by the Local Government (Administration) Regulations 1996 apply. Any necessary authorisation must be obtained before the meeting is conducted electronically.

For the purposes of this Policy, an electronic meeting is a meeting conducted wholly by electronic means. The method used must enable all participating members to hear, be heard and participate effectively, and must comply with the requirements of the Regulations.

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A meeting may only be conducted wholly by electronic means following authorisation by the person or body authorised under the Act and Regulations.

7. Public access and participation

The CEO must ensure that arrangements for public access, public question time and meeting notices comply with the Act, Regulations and the Shire's meeting procedures.

Where a meeting is conducted wholly by electronic means, the CEO must establish arrangements that provide public access and participation to the extent required by legislation. Those arrangements may include access from a Shire venue, electronic access or another method determined by the CEO.

Where a meeting is to be conducted wholly by electronic means, the CEO must ensure that:

- (a) required meeting details are published on the Shire's official website;
- (b) reasonable steps are taken to promote community awareness; and
- (c) adequate administrative and technological support is available.

The CEO will establish and publish arrangements for public question time and the submission of questions where ordinary in-person participation is unavailable. Those arrangements must comply with applicable legislative notice and public participation requirements.

8. Records and minutes

The CEO or delegate must maintain an accurate register of attendance at Council and committee meetings.

The register must identify electronic attendance and contain sufficient information to monitor compliance with any statutory limitation on electronic attendance.

9. Definitions

Meeting means an ordinary Council meeting, special Council meeting or meeting of a committee of Council.

Electronic attendance means attendance by an individual member through a method of instantaneous communication at a meeting that is otherwise conducted in person.

Electronic meeting means a meeting conducted wholly by electronic means.

Member means a Council Member or committee member entitled to participate in the relevant meeting.

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EMP04 Work Health & Safety

Aim	To provide guidance on Council's expectations of employees in relation to Health and Safety
Application	All workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labor hire, project workers, volunteers, work experience and those performing work through a third party.
Statutory Environment	<i>Work Health and Safety Act 2020</i> <i>Work Health and Safety (General) Regulations 2022</i> Health and Safety Codes of Practice Guidance Notes and Australian Standards.
Approval Date	~~OCM-21 November 2024~~ <u>July 2023</u>
Last Review	~~OCM-20 July 2023~~ <u>October 2026</u>
Next Review	~~2025~~ <u>2027</u>
Review Period	1 year

Objective

To provide guidance on Council's expectations of employees in relation to Health and Safety

Policy

We at the Shire of Morawa believe that the health, safety and wellbeing of our people employed at work, or people affected by our work, is a priority and must be considered during all work performed by us or on our behalf in accordance with the *Work Health and Safety Act 2020*, *Work Health and Safety (General) Regulations 2022* and relevant Codes of Practice, Guidance Notes and Australian Standards.

Shire applies the following principles in all we do:

- **Management commitment** supporting high standards of safety and health, performance and the continual improvement of behaviours and processes.
- Sustaining effective mechanisms for **consultation** between management and employees.
- Clear **Fitness for Work** expectations
- **Hazard and risk management** ~~ensuring-ensure~~ safe work methods and a safe work environment through the reporting, identification, assessment and control of hazards and their associated risks.
- Appropriate **training** and development for managers, employees and contractors, ensuring they are equipped with the knowledge and skills to carry out their duties in a safe manner.
- **Planning** for the establishment and maintenance of essential safety management systems to continuously improve workplace health and safety.

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- Clear **accountability** of health and safety responsibilities at all levels that cannot be delegated.
- Delivering **wellbeing** initiatives which empower employees to positively influence their health and wellbeing.

The Shire of Morawa is committed to:

- Creating a positive health and safety culture.
- Supporting clear and thorough Fitness for Work directives, detailed in Executive Policies.
- Consulting and co-operating with employees on health, safety and wellbeing issues directly as well as through their Health and Safety Representatives.
- Providing the necessary human, physical and financial resources to achieve safety outcomes.
- Developing key performance indicators that demonstrate we perform above and beyond minimum health and safety legislative requirements.
- Achieving continuous improvement through the monitoring and review of measurable targets and objectives and improvement of Health and Safety management systems and initiatives.
- Building an enduring reporting culture where hazards and risks are consistently reported, so that:
 - risks are actively identified, assessed and effectively controlled using the highest level of controls; and
 - Investigations can identify root causes and appropriate action taken to prevent recurrences.
- Recognising excellence in safety and health performance.
- Providing support and time to undertake health and safety related tasks.
- Supporting and encouraging employees to participate in a range of health and wellbeing initiatives and activities.

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EMP04 Work Health & Safety

Aim	To provide guidance on Council's expectations of employees in relation to Health and Safety
Application	All workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labor hire, project workers, volunteers, work experience and those performing work through a third party.
Statutory Environment	<i>Work Health and Safety Act 2020</i> <i>Work Health and Safety (General) Regulations 2022</i> Health and Safety Codes of Practice Guidance Notes and Australian Standards.
Approval Date	July 2023
Last Review	October 2026
Next Review	2027
Review Period	1 year

Objective

To provide guidance on Council's expectations of employees in relation to Health and Safety

Policy

We at the Shire of Morawa believe that the health, safety and wellbeing of our people employed at work, or people affected by our work, is a priority and must be considered during all work performed by us or on our behalf in accordance with the *Work Health and Safety Act 2020*, *Work Health and Safety (General) Regulations 2022* and relevant Codes of Practice, Guidance Notes and Australian Standards.

Shire applies the following principles in all we do:

- **Management commitment** supporting high standards of safety and health, performance and the continual improvement of behaviours and processes.
- Sustaining effective mechanisms for **consultation** between management and employees.
- Clear **Fitness for Work** expectations
- **Hazard and risk management** ensure safe work methods and a safe work environment through the reporting, identification, assessment and control of hazards and their associated risks.
- Appropriate **training** and development for managers, employees and contractors, ensuring they are equipped with the knowledge and skills to carry out their duties in a safe manner.
- **Planning** for the establishment and maintenance of essential safety management systems to continuously improve workplace health and safety.

Shire of Morawa Policy Manual

- Clear **accountability** of health and safety responsibilities at all levels that cannot be delegated.
- Delivering **wellbeing** initiatives which empower employees to positively influence their health and wellbeing.

The Shire of Morawa is committed to:

- Creating a positive health and safety culture.
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- Providing the necessary human, physical and financial resources to achieve safety outcomes.
- Developing key performance indicators that demonstrate we perform above and beyond minimum health and safety legislative requirements.
- Achieving continuous improvement through the monitoring and review of measurable targets and objectives and improvement of Health and Safety management systems and initiatives.
- Building an enduring reporting culture where hazards and risks are consistently reported, so that:
 - risks are actively identified, assessed and effectively controlled using the highest level of controls; and
 - Investigations can identify root causes and appropriate action taken to prevent recurrences.
- Recognising excellence in safety and health performance.
- Providing support and time to undertake health and safety related tasks.
- Supporting and encouraging employees to participate in a range of health and wellbeing initiatives and activities.

Shire of Morawa Policy Manual

EMP06 Removal Expenses

Aim	This Policy is to provide a clear direction for the reimbursement of employee's removal expenses when relocating to Morawa for Shire employment.
Application	Nominated Council Employees
Statutory Environment	<i>Local Government Act 1995</i>
Approval Date	~~OCM 20 July 2023~~
Last Review	~~2020~~ 2026
Next Review	~~2025~~ 2028
Review Period	2 years

Objective

To establish guidelines for the reimbursement of employee's removal expenses when relocating to Morawa for Shire employment.

Policy

The reimbursement of employee removal expenses is to be provided as follows:-

- Chief Executive Officer to a maximum of ~~\$7,000~~ \$8,000 or other value as agreed to by Council.
- Executive Manager position to a maximum of \$5,000 or other value as agreed to by Council.
- Other Staff to a maximum of ~~\$2,000~~ \$3,000.

In all instances, prior to the Shire authorising the above relocation expenses, the employee will be required to confirm in writing that the removal expenses as approved shall be reimbursed to the Shire of Morawa on the following basis:

- 0-6 months 75%;
- 6-12 months 50%;
- 12-18 months 25%; or
- Over 18 months 0%

This policy can have minor variation by agreement of the Chief Executive Officer with regards to amount or time frame of payments.

Shire of Morawa Policy Manual

EMP06 Removal Expenses

Aim	This Policy is to provide a clear direction for the reimbursement of employee's removal expenses when relocating to Morawa for Shire employment.
Application	Nominated Council Employees
Statutory Environment	<i>Local Government Act 1995</i>
Approval Date	July 2023
Last Review	2026
Next Review	2028
Review Period	2 years

Objective

To establish guidelines for the reimbursement of employee's removal expenses when relocating to Morawa for Shire employment.

Policy

The reimbursement of employee removal expenses is to be provided as follows:-

- Chief Executive Officer to a maximum of \$ 8000 or other value as agreed to by Council.
- Executive Manager position to a maximum of \$5,000 or other value as agreed to by Council.
- Other Staff to a maximum of \$3,000.

In all instances, prior to the Shire authorising the above relocation expenses, the employee will be required to confirm in writing that the removal expenses as approved shall be reimbursed to the Shire of Morawa on the following basis:

- 0-6 months 75%;
- 6-12 months 50%;
- 12-18 months 25%; or
- Over 18 months 0%

This policy can have minor variation by agreement of the Chief Executive Officer with regards to amount or time frame of payments.

Shire of Morawa Policy Manual

ENG02 Bush Fire Policy

Aim	To establish and maintain Bush Fire Brigades in order to provide adequate fire protection for those areas within the Shire.
Application	Councilors All Staff
Statutory Environment	<i>Local Government Act 1995 - 2.7 (2) (b) Bush Fires Act 1954</i>
Approval Date	~~OCM 16 December 2024~~ July 2020
Last Review	~~OCM 18 July 2020~~ October 2026
Next Review	~~2025~~ 2027
Review Period	1 year

Objective

To establish and maintain Bush Fire Brigades in accordance with Part V of the Bush Fires Acts 1954, as amended, in order to provide adequate fire protection for those areas within the Shire and to carry out any identified hazard reduction having due regard at all times for the preservation of the natural environment.

Policy

1. BUSH FIRE ADVISORY COMMITTEE MEETINGS

1.1 Introduction

The Shire of Morawa Bush Fire Service comprises five Brigades & Volunteer Fire & Emergency Services Unit VFES (this is a DFES owned and managed unit) whose members are all trained volunteers. Council seeks input from these members and other key stakeholders on matters relating to ~~relating to~~ bush fire prevention and control through the Shire of Morawa Bush Fire Advisory Committee (BFAC).

This Policy specifies when Bush Fire Advisory Committee Meetings are to be held, and the minimum issues Council seeks the Advisory committee to address.

1.2 Objectives

- To specify a minimum number of Bush Fire Advisory Committee Meetings to be held in any year.
- To specify what items are required to be considered at these meetings, except general agenda items.
- To specify the membership of the Bushfire Advisory Committee and the numbers of members required to constitute a quorum.

1.3 Policy

The Bush Fire Advisory Committee shall meet a minimum of two times per year with the meetings being held prior to and after the fire season (normally, before October and after March).

The following items shall be considered at the post fire season meeting of the Bush Fire Advisory Committee each year:

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1. The report from the Brigade Captains on the fire season activities and other Brigade related issues.
2. Bush Fire Brigade budget requests for items that fall outside of the Local Government Grants Scheme (ESL) eligibility.
3. Nominations for the National Medal & Bushfire Service Medal (optional).
4. AGM is held to appoint the leadership team for the following year.

The following items shall be considered at the pre-fire season meeting of the Bush Fire Advisory Committee each year (normally in September):

1. Review Harvest Movement Ban process.
2. Review fire break issues that may arise
3. Pre-season training ~~opportunity~~ opportunities
4. Capital items for the forthcoming Local Government Grants Scheme (ESL) due in January each year.

Membership of the Bush Fire Advisory Committee shall comprise:

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer (potentially 2 Deputies)
- Bush Fire Control Officers
- Councillor from the Shire of Morawa
- Chief Executive Officer
- Executive Manager Works and Assets
- CESM

Ex Officio

- DFES Representatives other than CESM
- DBCA Representatives
- Karara Mine

All members (except Ex Officio representatives) shall have equal voting rights except in the case of a tied vote; here the Chairperson shall also exercise a casting vote in addition to a deliberative vote. Minutes and recommendations from the Advisory Committee will be presented to Council as soon as practicable after each meeting.

Quorum shall be six presiding members.

Terms of Office

1. Each committee member will be nominated annually at the post fire season meeting by the committee for Council's ratification.
2. The Council may accept a resignation in writing or remove any member of the committee.

Appointment of Committee Members

The Council shall endorse the appointment of Committee members or may appoint a member when a vacancy occurs in the office of a member of the Committee.

LEMC and District Committees

The Chief Bush Fire Control Officer or their delegate in relation to their Bush Fire obligations is:

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- invited to be a member of the Shire of Morawa Local Emergency Management Committee; and
- represent the Shire at District Operations Advisory Committee (DOAC) meetings or other district meetings as required or send a delegate

2. MEETINGS OF THE BUSH FIRE BRIGADE

2.1 Introduction

Bush Fire Brigades are established by the Shire of Morawa under powers conferred upon the Council by the *Bush Fires Act 1954*. The Shire of Morawa Bush Fire Service comprises of five Bush Fire Brigade whose members are all trained volunteers. The Bush Fire Brigade will hold at least one meeting per year and other meetings on such days and at such times the Bush Fire Brigade thinks it is fit. This Policy specifies when and what type of meetings the Bush Fire Brigade are to be held, the quorum required and voting rights of Brigade members

2.2 Objective

To specify a minimum number of Ordinary Meetings the Bush Fire Brigade is to conduct in any year.

To specify what items are required to be considered at these meetings, except general agenda items.

To specify what type of meetings the Bush Fire Brigade can conduct.

2.3 Policy

Ordinary Meetings

The Bush Fire Brigade shall conduct a minimum of two Ordinary Meetings per year with at least one meeting being held prior to and one meeting after the season. The Chairperson shall be the Captain or their nominated delegate The Shire Chief Executive officer or CESM will act as the Secretary and minute the meeting. The CESM is to be invited.

The following items shall be considered at the post fire season meeting of the Bush Fire Brigade each year:

1. The report from the Brigade Captain on the fire season activities and other Brigade related issues.
2. Bush Fire Brigade budget requests for items that fall inside and outside of ESL eligibility; and
3. Nominations for Service Medals Medal.

The following items shall be considered at the ~~pre-pre~~ fire season meeting of the Bush Fire Advisory Committee each year:

1. Capital items for the forthcoming ESL due in January each year.

Annual General Meetings

The Bush Fire Brigade shall hold an Annual General Meeting (AGM) following the post fire season meeting /prior to the end of August each year. At the AGM the Brigade is to elect the Bush Fire Brigade Officers from amongst the Brigade members.

Voting will occur for positions in the following order:

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- Captain/Fire Control Officer
- Lieutenants & Bush Fire Control Officer/s
- Treasures & Secretary

Elections will be conducted by show of hands.

The AGM will address any general business that is outstanding.

Special Meeting

The Chief Bush Fire Control Officer or Captain may convene a special meeting of the Bush Fire Brigade or Bush Fire Advisory Committee if requested by an active Brigade Member or when required due to a vacancy in the Officer Group.

2.4 Quorum

The quorum for a meeting of a Brigade is at least 6 of the number of voting members of that Brigade. No business is to be transacted at a meeting of the Bush Fire Brigade or BFAC unless a quorum of Brigade members is present in person or by authorised proxy.

2.5 Voting

Each member is allowed one vote at a meeting of the Bush Fire Brigade or BFAC. If a voting member is unable to attend a meeting, they may lodge an absentee vote or nominate another member as their proxy.

If the meeting Chair is willing to accept electronic lodgment, an absentee vote may be emailed to the meeting Chair. The absentee voter must be aware of the reduced confidentiality of this method.

3. STANDARD OPERATING PROCEDURES

3.1 Introduction

DFES has a set of Standard Operating Procedures relevant to the everyday operation of Bush Fire Brigades. The Standard Operating Procedures have been widely accepted and adopted by most local governments in Western Australia.

3.2 Objective

The objective of this Policy is to adopt DFES Standard Operating Procedures as Council's Bush Fire Brigades Standard Operating Procedures.

3.3 Policy

That the Shire of Morawa adopts the Standard Operating Procedures relating to Brigades and Local Authorities as outlined in the DFES Standard Operating Procedures applicable to Bush Fire Fighting and Incident Control as Council's Bush Fire Brigades Standard Operating Procedures.

4. BUSH FIRE CONTROL OFFICER APPOINTMENTS

4.1 Introduction

Within the Bushfire Brigades, there are various officers appointed by Council to undertake various roles and responsibilities.

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The persons occupying these positions, although volunteers, are nonetheless officers of the Council and are appointed by the Council (under section 38 of the Bush Fires Act 1954) upon their nomination by the Brigade and endorsement by the Bush Fire Advisory Committee.

This policy establishes the eligibility criteria for a person to be appointed as a Bush Fire Control Officer. Job Description Forms (JDFs) for the various roles have been agreed

4.2 Objectives

To ensure that a person has the relevant qualifications necessary to hold the position of Fire Control Officer.

To ensure that these qualifications are maintained by the appointed Bush Fire Control Officer.

4.3 Policy

All Officers of the Bush Fire Brigade will be authorised as Fire Control Officers for the Shire of Morawa.

1. To be eligible for appointment as a Bush Fire Control Officer a person must have completed the Bush Fire Control Officer Training Program. With a refresher completed every 4 years.
2. Notwithstanding Item 1 above, a person will be eligible for appointment as a Bush Fire Control Officer if they complete the Bush Fire Control Officer Training Program within 12 months of appointment.
3. For a person to continue as a Bush Fire Control Officer they must complete the Bush Fire Control Officers Course or a Refresher Course at intervals of no more than every 4 years.
4. Yearly notification is made to Council of Brigade Officers to be appointed as Fire Control Officers and permit issuing officers.
5. Only Permit issuing Fire Control Officer shall issue a Permit to Burn this is done in consultation from the Chief or Deputy Chief Bush Fire Control Officer.

5. AUTHORITY OF CHIEF & DEPUTY BUSH FIRE CONTROL OFFICERS

5.1 Introduction

Within the Shire of Morawa Bush Fire Services, a formal hierarchy exists in accordance with the *Bush Fires Act 1954* to provide a chain of command at multi-brigade incidents.

5.2 Objective

To specify the extent of the authority to expend Council funds.

5.3 Policy

The most senior positions are those of Chief and Deputy Chief Bush Fire Control Officer/s & CESM.

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This Policy recognises the need for the Chief and Deputy Chief Bush Fire Control Officer/s & CESM to act quickly in an emergency fire situation where that fire is beyond the resources of the Shire of Morawa Fire Services.

6. FIREBREAK ORDER – EXEMPTIONS

6.1 Introduction

In accordance with the provisions of Section 33 of the *Bush Fires Act 1954*, the Shire of Morawa adopts an annual Firebreak Notice specifying the minimum standards of fire prevention measures to be undertaken by landowners.

For varying reasons of terrain, natural water courses, stands of significant vegetation or other reasons, it may not be possible or desirable for the landowner to meet Councils requirements.

In order to avoid receiving an infringement notice for failing to comply with the requirements of the Firebreak Order, the land owner, in accordance with the Order, needs to obtain the approval of the Shire for an exemption from, the requirements of the Order. This Policy is intended to provide a procedure to deal with applications for firebreak exemptions to the annual Firebreak Order.

6.2 Objective

To specify which persons are authorised to approve applications for firebreak exemptions and variations to the annual Firebreak Order.

6.3 Policy

1. The Chief Executive Officer or CESM are authorised to approve or refuse applications made for Firebreak Order exemptions.
2. Exemptions so granted shall be issued in writing by the Shire of Morawa for a period of no more than 3 years.

7. PERSONAL PROTECTIVE EQUIPMENT

7.1 Introduction

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. The Shire of Morawa has a duty of care to Brigade members to ensure that they are given the opportunity to be suitably equipped and protected to carry out their roles as fire fighters. This Policy provides for the issue of personal protective equipment to brigade members.

7.2 Objective

To specify what personal protective equipment is to be supplied in accordance with DFES SOPs.

7.3 Policy

Volunteers will be offered and encouraged to wear DFES approved Level 1 Personal Protective Equipment (PPE) consisting of:

- a. Level 1 Tunic.
- b. Level 1 Trousers/over Trousers.
- c. Level 1 Helmet.
- d. Level 1 Gloves.
- e. Bush Fire Boots.

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- f. Level 1 Tee Shirt 100% Cotton
- g. Baseball Style Cap/Wide Brim Sun Hat
- h. Goggles
- i. Appropriate facemasks for the undertaking of Bush Fire Suppression these are placed on the appliance we do have the issue of cleaning and maintenance.

Volunteers are responsible for keeping their allocated PPE clean and in good order.

The PPE kit always remains the property of the Shire of Morawa. Upon termination or resignation from the Brigade, all kit must be returned to the Brigade for re-issue to other active members. Failure to return the kit to the Brigade will result in the issue of an invoice for the replacement cost of a new kit.

Failure to pay for or return the issued PPE may result in legal action being undertaken by the Shire of Morawa to recover the items or replacement costs. All members are responsible for the care and maintenance of all PPE issued to them.

8. FIRE APPLIANCES – REPAIRS, AND SERVICING

8.1 Introduction

Shire of Morawa Bush Fire brigades are created pursuant to Section 41 of the Bush Fires Act 1954. Brigades in the Shire of Morawa will use its best endeavours to ensure that all equipment provided for Brigade use is maintained to the correct standard and that any modifications do not compromise the operational safety of the equipment.

8.2 Policy

8.1.1 Vehicle Maintenance

The Shire/CESM will manage vehicle maintenance and repairs with costs reimbursed from the Emergency Services Levy (ESL) funds upon receipt of an invoice from the Shire of Morawa. Members on returning from an incident are to report any issues to the Brigade Captain who will inform the CESM and repairs will commence

8.1.2 Vehicle Registration

All appliances, equipment and apparatus of the bush fire brigade will remain the property of the Shire of Morawa. As such, vehicles will continue to be registered by the Shire of Morawa with costs reimbursed from the ESL funds receipt of an invoice from the Shire of Morawa.

9. HAZARD REDUCTION WITHIN THE GAZETTED TOWNSITES

9.1 Introduction

The Shire of Morawa acknowledges that it is responsible for the reduction of fire hazards on land under its control. This land includes road and drainage reserves as well as public open space. This Policy provides for the burning of road and drainage reserves within the Shire of Morawa for fire hazard reduction and maintenance purposes. DFES & DBCA are responsible for all other UMR & UCL land within the Shire.

9.2 Objective

To specify who can conduct burning on road and drainage reserves under the care, control and maintenance of the Shire of Morawa.

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To ensure that people involved in burning are trained to do so, in a safe manner.

To ensure that adequate appliances and/or machinery are available to facilitate the safe burning of road and drainage reserves.

9.3 Policy

All hazard reduction burns identified within the Shire of Morawa Townsites are to be carried out in consultation with the Chief Bush Fire Control Officer and CESM.

10. FIRES OUTSIDE THE SHIRE OF MORAWA

10.1 Introduction

Bush Fire brigades across the region operate in an environment of “mutual support”, where Brigades in areas not under immediate threat from wildfire will assist at incidents which are beyond the capacity of the controlling agency.

This Policy recognises the need for the Shire of Morawa to be able to assist other local authorities and emergency services where they request our assistance with an incident that is outside of the local government area of the Shire of Morawa.

10.2 Objective

To specify that the Shire of Morawa is available to assist at incidents outside of the Shire of Morawa.

To specify which officers are delegated to approve the response of Shire of Morawa to incidents outside of the Shire of Morawa.

10.3 Policy

1. A Bush Fire Brigade shall not attend an incident outside of the Shire of Morawa unless their response is authorised by the Chief Bush Fire Control Officer or CESM.
2. The Chief Bush Fire Control Officer shall be notified as soon as a fire appliance is dispatched to an out of district fire.

11. USE OF SHIRE OF MORAWA PLANT – FIRE EMERGENCIES

11.1 Introduction

It is the function of volunteer bush fire brigades to suppress wildfires within the Shire of Morawa. However, in performing this function, the Officer in control of the fire may enlist other services or agencies as required

This Policy provides that Shire of Morawa plant may be used to assist at an incident and specifies which officers can approve the use of the plant.

11.2 Objective

To specify when Shire plant may be used in a fire emergency.

To specify which employees can authorise the use of Shire Plant at fire emergencies.

To specify that plant operators have a minimum level of training & PPC, PPE before attending fire service incidents/civil emergencies.

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To specify who will be responsible for costs associated with the use of Shire plant at fire emergencies.

11.3 Policy

The Shire of Morawa, where practicable, shall make its plant available for use at fire emergencies.

Shire Employees authorised to permit the use of Council plant at fire services incidents/civil emergencies are:

- Chief Executive Officer; or
- Executive Manager Works and Services or
- Chief Bush Fire Control Officer or CESM.

Shire employees operating the plant shall have completed the Bushfire Safety Awareness course and have been issued PPC.

Where Shire plant is utilised in relation to firefighting, the Shire understands that expenses are to be met by the Shire unless the expenses can be recovered by insurance procedures, DFES.

12. TRAINING ARRANGEMENTS

12.1 Introduction

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. As Brigades are under the control of the Shire of Morawa, the Shire has a duty of care to Brigade members to ensure that they are suitably equipped and trained for their task. This Policy is to ensure that volunteer fire fighters are properly trained by making available suitable venues, catering and by encouraging fire fighters to attend courses.

12.2 Objective

Chief Executive Officer coordinates all training requirements and:

- makes available suitable venues for training; and
- specifies when catering will be organised for course participants.

12.3 Policy

The Shire of Morawa shall make available a suitable venue for the training of fire fighters.

The Shire will seek reimbursement via the ESL for training and catering at courses that are organised.

The Chief Bush Fire Control/CESM shall make available to all Brigades within the Shire of Morawa notices of upcoming training courses and encourage suitable candidates to attend these courses.

13. MINIMUM DRIVER TRAINING - SHIRE FIRE APPLIANCES

13.1 Introduction

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. This Policy has been developed to recognise potential duty of care issues in relation to the training standards of persons who are required to operate Shire of Morawa Fire Appliances

13.2 Objective

The objective of this Policy is to specify a minimum training standard for all drivers of Shire of Morawa Fire Appliances.

Shire of Morawa Policy Manual

13.3 Definitions

In this Policy, unless the contrary appears:

“Approved driving course” means Drive Vehicles Under Operational Conditions DFES Introduction to Driving or equivalent PUA course.

“Authorised training” means driver training on appliances that is conducted and supervised by CESM or a brigade officer or training officer, who has completed an approved driving course.

“Learner driver” means a driver who is issued with a learners permit under Section 48C of the Road Traffic Act 1974.

“Probationary driver” means a driver who is issued with a probationary license under Section 45 of the Road Traffic Act 1974.

“Volunteer firefighter” means a registered member of a bush fire brigade formed under the Bush Fires Act 1954 and includes any bush fire control officer, officer, office bearer, firefighter, probationary firefighter, probationary firefighter and auxiliary member of a brigade.

13.4 Policy

The driver of any Council fire Fighting appliances will hold a current driver's license appropriate for the appliance being driven and be either a:

1. Shire or DEFS employee; or
2. A registered member of the Shire of Morawa Bush Fire Brigade; or
3. Any person instructed by the Chief Bush Fire Control Officer, CEO or CESM, or any other authorised person.

A volunteer firefighter shall not drive any fire appliance owned by the Shire of Morawa in an emergency situation unless they have completed an approved driving course.

Other Brigade members may drive appliances in non-emergency situations subject to their holding the necessary motor vehicle driver's license.

14. PURCHASE OF EQUIPMENT FOR BUSH FIRE BRIGADES

14.1 Introduction

Bush Fire Brigades are established by the Shire of Morawa under powers conferred upon the Council by the *Bush Fires Act 1954*. It is the responsibility of the Shire & DFES to ensure the Brigades are provided with the level of equipment necessary to, and suitable for, the performance of their roles.

14.2 Objective

To ensure that any equipment/appliances purchased:

1. Is suited to the task for which it is intended;
2. Has the endorsement of the Shire of Morawa Bush Fire Advisory Committee; and
3. Is in the best interests of the Shire of Morawa Emergency Services as a whole.

14.3 Policy Statement

For the purposes of this policy, grant funds also include corporate sponsorship.

1. Individual Brigades, or members thereof, shall not apply for funding or purchase firefighting equipment or appliances.

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2. In order that grant funds may be pursued for the best overall strategic benefit of the Shire of Morawa Bush Fire Brigades and grant funds will only be applied for by the Shire.
3. Any equipment/appliances required by Bush Fire brigades will only be purchased on behalf of the Brigade by the Shire;
4. Equipment will not be purchased, other than to replace an existing item, unless the Bush Fire Advisory Committee has determined:
 - a) the need to purchase the item.
 - b) the item meets all current DFES standards; and
 - c) provision for the insurance/maintenance of the item can be made within the existing operating budgets.

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ENG02 Bush Fire Policy

Aim	To establish and maintain Bush Fire Brigades in order to provide adequate fire protection for those areas within the Shire.
Application	Councillors All Staff
Statutory Environment	<i>Local Government Act 1995 - 2.7 (2) (b) Bush Fires Act 1954</i>
Approval Date	July 2020
Last Review	October 2026
Next Review	2027
Review Period	1 year

Objective

To establish and maintain Bush Fire Brigades in accordance with Part V of the Bush Fires Acts 1954, as amended, in order to provide adequate fire protection for those areas within the Shire and to carry out any identified hazard reduction having due regard at all times for the preservation of the natural environment.

Policy

1. BUSH FIRE ADVISORY COMMITTEE MEETINGS

1.1 Introduction

The Shire of Morawa Bush Fire Service comprises five Brigades & Volunteer Fire & Emergency Services Unit VFES (this is a DFES owned and managed unit) whose members are all trained volunteers. Council seeks input from these members and other key stakeholders on matters relating to bush fire prevention and control through the Shire of Morawa Bush Fire Advisory Committee (BFAC).

This Policy specifies when Bush Fire Advisory Committee Meetings are to be held, and the minimum issues Council seeks the Advisory committee to address.

1.2 Objectives

- To specify a minimum number of Bush Fire Advisory Committee Meetings to be held in any year.
- To specify what items are required to be considered at these meetings, except general agenda items.
- To specify the membership of the Bushfire Advisory Committee and the numbers of members required to constitute a quorum.

1.3 Policy

The Bush Fire Advisory Committee shall meet a minimum of two times per year with the meetings being held prior to and after the fire season (normally, before October and after March).

The following items shall be considered at the post fire season meeting of the Bush Fire Advisory Committee each year:

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1. The report from the Brigade Captains on the fire season activities and other Brigade related issues.
2. Bush Fire Brigade budget requests for items that fall outside of the Local Government Grants Scheme (ESL) eligibility.
3. Nominations for the National Medal & Bushfire Service Medal (optional).
4. AGM is held to appoint the leadership team for the following year.

The following items shall be considered at the pre-fire season meeting of the Bush Fire Advisory Committee each year (normally in September):

1. Review Harvest Movement Ban process.
2. Review fire break issues that may arise
3. Pre-season training opportunities
4. Capital items for the forthcoming Local Government Grants Scheme (ESL) due in January each year.

Membership of the Bush Fire Advisory Committee shall comprise:

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer (potentially 2 Deputies)
- Bush Fire Control Officers
- Councillor from the Shire of Morawa
- Chief Executive Officer
- Executive Manager Works and Assets
- CESM

Ex Officio

- DFES Representatives other than CESM
- DBCA Representatives
- Karara Mine

All members (except Ex Officio representatives) shall have equal voting rights except in the case of a tied vote; here the Chairperson shall also exercise a casting vote in addition to a deliberative vote. Minutes and recommendations from the Advisory Committee will be presented to Council as soon as practicable after each meeting.

Quorum shall be six presiding members.

Terms of Office

1. Each committee member will be nominated annually at the post fire season meeting by the committee for Council's ratification.
2. The Council may accept a resignation in writing or remove any member of the committee.

Appointment of Committee Members

The Council shall endorse the appointment of Committee members or may appoint a member when a vacancy occurs in the office of a member of the Committee.

LEMC and District Committees

The Chief Bush Fire Control Officer or their delegate in relation to their Bush Fire obligations is:

Shire of Morawa Policy Manual

- invited to be a member of the Shire of Morawa Local Emergency Management Committee; and
- represent the Shire at District Operations Advisory Committee (DOAC) meetings or other district meetings as required or send a delegate

2. MEETINGS OF THE BUSH FIRE BRIGADE

2.1 Introduction

Bush Fire Brigades are established by the Shire of Morawa under powers conferred upon the Council by the *Bush Fires Act 1954*. The Shire of Morawa Bush Fire Service comprises of five Bush Fire Brigade whose members are all trained volunteers. The Bush Fire Brigade will hold at least one meeting per year and other meetings on such days and at such times the Bush Fire Brigade thinks it is fit. This Policy specifies when and what type of meetings the Bush Fire Brigade are to be held, the quorum required and voting rights of Brigade members

2.2 Objective

To specify a minimum number of Ordinary Meetings the Bush Fire Brigade is to conduct in any year.

To specify what items are required to be considered at these meetings, except general agenda items.

To specify what type of meetings the Bush Fire Brigade can conduct.

2.3 Policy

Ordinary Meetings

The Bush Fire Brigade shall conduct a minimum of two Ordinary Meetings per year with at least one meeting being held prior to and one meeting after the season. The Chairperson shall be the Captain or their nominated delegate The Shire Chief Executive officer or CESM will act as the Secretary and minute the meeting. The CESM is to be invited.

The following items shall be considered at the post fire season meeting of the Bush Fire Brigade each year:

1. The report from the Brigade Captain on the fire season activities and other Brigade related issues.
2. Bush Fire Brigade budget requests for items that fall inside and outside of ESL eligibility; and
3. Nominations for Service Medals Medal.

The following items shall be considered at the pre-fire season meeting of the Bush Fire Advisory Committee each year:

1. Capital items for the forthcoming ESL due in January each year.

Annual General Meetings

The Bush Fire Brigade shall hold an Annual General Meeting (AGM) following the post fire season meeting /prior to the end of August each year. At the AGM the Brigade is to elect the Bush Fire Brigade Officers from amongst the Brigade members.

Voting will occur for positions in the following order:

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- Captain/Fire Control Officer
- Lieutenants & Bush Fire Control Officer/s
- Treasures & Secretary

Elections will be conducted by show of hands.

The AGM will address any general business that is outstanding.

Special Meeting

The Chief Bush Fire Control Officer or Captain may convene a special meeting of the Bush Fire Brigade or Bush Fire Advisory Committee if requested by an active Brigade Member or when required due to a vacancy in the Officer Group.

2.4 Quorum

The quorum for a meeting of a Brigade is at least 6 of the number of voting members of that Brigade. No business is to be transacted at a meeting of the Bush Fire Brigade or BFAC unless a quorum of Brigade members is present in person or by authorised proxy.

2.5 Voting

Each member is allowed one vote at a meeting of the Bush Fire Brigade or BFAC. If a voting member is unable to attend a meeting, they may lodge an absentee vote or nominate another member as their proxy.

If the meeting Chair is willing to accept electronic lodgment, an absentee vote may be emailed to the meeting Chair. The absentee voter must be aware of the reduced confidentiality of this method.

3. STANDARD OPERATING PROCEDURES

3.1 Introduction

DFES has a set of Standard Operating Procedures relevant to the everyday operation of Bush Fire Brigades. The Standard Operating Procedures have been widely accepted and adopted by most local governments in Western Australia.

3.2 Objective

The objective of this Policy is to adopt DFES Standard Operating Procedures as Council's Bush Fire Brigades Standard Operating Procedures.

3.3 Policy

That the Shire of Morawa adopts the Standard Operating Procedures relating to Brigades and Local Authorities as outlined in the DFES Standard Operating Procedures applicable to Bush Fire Fighting and Incident Control as Council's Bush Fire Brigades Standard Operating Procedures.

4. BUSH FIRE CONTROL OFFICER APPOINTMENTS

4.1 Introduction

Within the Bushfire Brigades, there are various officers appointed by Council to undertake various roles and responsibilities.

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The persons occupying these positions, although volunteers, are nonetheless officers of the Council and are appointed by the Council (under section 38 of the Bush Fires Act 1954) upon their nomination by the Brigade and endorsement by the Bush Fire Advisory Committee.

This policy establishes the eligibility criteria for a person to be appointed as a Bush Fire Control Officer. Job Description Forms (JDFs) for the various roles have been agreed

4.2 Objectives

To ensure that a person has the relevant qualifications necessary to hold the position of Fire Control Officer.

To ensure that these qualifications are maintained by the appointed Bush Fire Control Officer.

4.3 Policy

All Officers of the Bush Fire Brigade will be authorised as Fire Control Officers for the Shire of Morawa.

1. To be eligible for appointment as a Bush Fire Control Officer a person must have completed the Bush Fire Control Officer Training Program. With a refresher completed every 4 years.
2. Notwithstanding Item 1 above, a person will be eligible for appointment as a Bush Fire Control Officer if they complete the Bush Fire Control Officer Training Program within 12 months of appointment.
3. For a person to continue as a Bush Fire Control Officer they must complete the Bush Fire Control Officers Course or a Refresher Course at intervals of no more than every 4 years.
4. Yearly notification is made to Council of Brigade Officers to be appointed as Fire Control Officers and permit issuing officers.
5. Only Permit issuing Fire Control Officer shall issue a Permit to Burn this is done in consultation from the Chief or Deputy Chief Bush Fire Control Officer.

5. AUTHORITY OF CHIEF & DEPUTY BUSH FIRE CONTROL OFFICERS

5.1 Introduction

Within the Shire of Morawa Bush Fire Services, a formal hierarchy exists in accordance with the *Bush Fires Act 1954* to provide a chain of command at multi-brigade incidents.

5.2 Objective

To specify the extent of the authority to expend Council funds.

5.3 Policy

The most senior positions are those of Chief and Deputy Chief Bush Fire Control Officer/s & CESM.

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This Policy recognises the need for the Chief and Deputy Chief Bush Fire Control Officer/s & CESM to act quickly in an emergency fire situation where that fire is beyond the resources of the Shire of Morawa Fire Services.

6. FIREBREAK ORDER – EXEMPTIONS

6.1 Introduction

In accordance with the provisions of Section 33 of the *Bush Fires Act 1954*, the Shire of Morawa adopts an annual Firebreak Notice specifying the minimum standards of fire prevention measures to be undertaken by landowners.

For varying reasons of terrain, natural water courses, stands of significant vegetation or other reasons, it may not be possible or desirable for the landowner to meet Councils requirements.

In order to avoid receiving an infringement notice for failing to comply with the requirements of the Firebreak Order, the land owner, in accordance with the Order, needs to obtain the approval of the Shire for an exemption from, the requirements of the Order. This Policy is intended to provide a procedure to deal with applications for firebreak exemptions to the annual Firebreak Order.

6.2 Objective

To specify which persons are authorised to approve applications for firebreak exemptions and variations to the annual Firebreak Order.

6.3 Policy

1. The Chief Executive Officer or CESM are authorised to approve or refuse applications made for Firebreak Order exemptions.
2. Exemptions so granted shall be issued in writing by the Shire of Morawa for a period of no more than 3 years.

7. PERSONAL PROTECTIVE EQUIPMENT

7.1 Introduction

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. The Shire of Morawa has a duty of care to Brigade members to ensure that they are given the opportunity to be suitably equipped and protected to carry out their roles as fire fighters. This Policy provides for the issue of personal protective equipment to brigade members.

7.2 Objective

To specify what personal protective equipment is to be supplied in accordance with DFES SOPs.

7.3 Policy

Volunteers will be offered and encouraged to wear DFES approved Level 1 Personal Protective Equipment (PPE) consisting of:

- a. Level 1 Tunic.
- b. Level 1 Trousers/over Trousers.
- c. Level 1 Helmet.
- d. Level 1 Gloves.
- e. Bush Fire Boots.

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- f. Level 1 Tee Shirt 100% Cotton
- g. Baseball Style Cap/Wide Brim Sun Hat
- h. Goggles
- i. Appropriate facemasks for the undertaking of Bush Fire Suppression these are placed on the appliance we do have the issue of cleaning and maintenance.

Volunteers are responsible for keeping their allocated PPE clean and in good order.

The PPE kit always remains the property of the Shire of Morawa. Upon termination or resignation from the Brigade, all kit must be returned to the Brigade for re-issue to other active members. Failure to return the kit to the Brigade will result in the issue of an invoice for the replacement cost of a new kit.

Failure to pay for or return the issued PPE may result in legal action being undertaken by the Shire of Morawa to recover the items or replacement costs. All members are responsible for the care and maintenance of all PPE issued to them.

8. FIRE APPLIANCES – REPAIRS, AND SERVICING

8.1 Introduction

Shire of Morawa Bush Fire brigades are created pursuant to Section 41 of the Bush Fires Act 1954. Brigades in the Shire of Morawa will use its best endeavours to ensure that all equipment provided for Brigade use is maintained to the correct standard and that any modifications do not compromise the operational safety of the equipment.

8.2 Policy

8.1.1 Vehicle Maintenance

The Shire/CESM will manage vehicle maintenance and repairs with costs reimbursed from the Emergency Services Levy (ESL) funds upon receipt of an invoice from the Shire of Morawa. Members on returning from an incident are to report any issues to the Brigade Captain who will inform the CESM and repairs will commence

8.1.2 Vehicle Registration

All appliances, equipment and apparatus of the bush fire brigade will remain the property of the Shire of Morawa. As such, vehicles will continue to be registered by the Shire of Morawa with costs reimbursed from the ESL funds receipt of an invoice from the Shire of Morawa.

9. HAZARD REDUCTION WITHIN THE GAZETTED TOWNSITES

9.1 Introduction

The Shire of Morawa acknowledges that it is responsible for the reduction of fire hazards on land under its control. This land includes road and drainage reserves as well as public open space. This Policy provides for the burning of road and drainage reserves within the Shire of Morawa for fire hazard reduction and maintenance purposes. DFES & DBCA are responsible for all other UMR & UCL land within the Shire.

9.2 Objective

To specify who can conduct burning on road and drainage reserves under the care, control and maintenance of the Shire of Morawa.

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To ensure that people involved in burning are trained to do so, in a safe manner.

To ensure that adequate appliances and/or machinery are available to facilitate the safe burning of road and drainage reserves.

9.3 Policy

All hazard reduction burns identified within the Shire of Morawa Townsites are to be carried out in consultation with the Chief Bush Fire Control Officer and CESM.

10. FIRES OUTSIDE THE SHIRE OF MORAWA

10.1 Introduction

Bush Fire brigades across the region operate in an environment of “mutual support”, where Brigades in areas not under immediate threat from wildfire will assist at incidents which are beyond the capacity of the controlling agency.

This Policy recognises the need for the Shire of Morawa to be able to assist other local authorities and emergency services where they request our assistance with an incident that is outside of the local government area of the Shire of Morawa.

10.2 Objective

To specify that the Shire of Morawa is available to assist at incidents outside of the Shire of Morawa.

To specify which officers are delegated to approve the response of Shire of Morawa to incidents outside of the Shire of Morawa.

10.3 Policy

1. A Bush Fire Brigade shall not attend an incident outside of the Shire of Morawa unless their response is authorised by the Chief Bush Fire Control Officer or CESM.
2. The Chief Bush Fire Control Officer shall be notified as soon as a fire appliance is dispatched to an out of district fire.

11. USE OF SHIRE OF MORAWA PLANT – FIRE EMERGENCIES

11.1 Introduction

It is the function of volunteer bush fire brigades to suppress wildfires within the Shire of Morawa. However, in performing this function, the Officer in control of the fire may enlist other services or agencies as required

This Policy provides that Shire of Morawa plant may be used to assist at an incident and specifies which officers can approve the use of the plant.

11.2 Objective

To specify when Shire plant may be used in a fire emergency.

To specify which employees can authorise the use of Shire Plant at fire emergencies.

To specify that plant operators have a minimum level of training & PPC, PPE before attending fire service incidents/civil emergencies.

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To specify who will be responsible for costs associated with the use of Shire plant at fire emergencies.

11.3 Policy

The Shire of Morawa, where practicable, shall make its plant available for use at fire emergencies.

Shire Employees authorised to permit the use of Council plant at fire services incidents/civil emergencies are:

- Chief Executive Officer; or
- Executive Manager Works and Services or
- Chief Bush Fire Control Officer or CESM.

Shire employees operating the plant shall have completed the Bushfire Safety Awareness course and have been issued PPC.

Where Shire plant is utilised in relation to firefighting, the Shire understands that expenses are to be met by the Shire unless the expenses can be recovered by insurance procedures, DFES.

12. TRAINING ARRANGEMENTS

12.1 Introduction

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. As Brigades are under the control of the Shire of Morawa, the Shire has a duty of care to Brigade members to ensure that they are suitably equipped and trained for their task. This Policy is to ensure that volunteer fire fighters are properly trained by making available suitable venues, catering and by encouraging fire fighters to attend courses.

12.2 Objective

Chief Executive Officer coordinates all training requirements and:

- makes available suitable venues for training; and
- specifies when catering will be organised for course participants.

12.3 Policy

The Shire of Morawa shall make available a suitable venue for the training of fire fighters.

The Shire will seek reimbursement via the ESL for training and catering at courses that are organised.

The Chief Bush Fire Control/CESM shall make available to all Brigades within the Shire of Morawa notices of upcoming training courses and encourage suitable candidates to attend these courses.

13. MINIMUM DRIVER TRAINING - SHIRE FIRE APPLIANCES

13.1 Introduction

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. This Policy has been developed to recognise potential duty of care issues in relation to the training standards of persons who are required to operate Shire of Morawa Fire Appliances

13.2 Objective

The objective of this Policy is to specify a minimum training standard for all drivers of Shire of Morawa Fire Appliances.

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13.3 Definitions

In this Policy, unless the contrary appears:

“Approved driving course” means Drive Vehicles Under Operational Conditions DFES Introduction to Driving or equivalent PUA course.

“Authorised training” means driver training on appliances that is conducted and supervised by CESM or a brigade officer or training officer, who has completed an approved driving course.

“Learner driver” means a driver who is issued with a learners permit under Section 48C of the Road Traffic Act 1974.

“Probationary driver” means a diver who is issued with a probationary license under Section 45 of the Road Traffic Act 1974.

“Volunteer firefighter” means a registered member of a bush fire brigade formed under the Bush Fires Act 1954 and includes any bush fire control officer, officer, office bearer, firefighter, probationary firefighter, probationary firefighter and auxiliary member of a brigade.

13.4 Policy

The driver of any Council fire Fighting appliances will hold a current driver's license appropriate for the appliance being driven and be either a:

1. Shire or DEFS employee; or
2. A registered member of the Shire of Morawa Bush Fire Brigade; or
3. Any person instructed by the Chief Bush Fire Control Officer, CEO or CESM, or any other authorised person.

A volunteer firefighter shall not drive any fire appliance owned by the Shire of Morawa in an emergency situation unless they have completed an approved driving course.

Other Brigade members may drive appliances in non-emergency situations subject to their holding the necessary motor vehicle driver's license.

14. PURCHASE OF EQUIPMENT FOR BUSH FIRE BRIGADES

14.1 Introduction

Bush Fire Brigades are established by the Shire of Morawa under powers conferred upon the Council by the *Bush Fires Act 1954*. It is the responsibility of the Shire & DFES to ensure the Brigades are provided with the level of equipment necessary to, and suitable for, the performance of their roles.

14.2 Objective

To ensure that any equipment/appliances purchased:

1. Is suited to the task for which it is intended;
2. Has the endorsement of the Shire of Morawa Bush Fire Advisory Committee; and
3. Is in the best interests of the Shire of Morawa Emergency Services as a whole.

14.3 Policy Statement

For the purposes of this policy, grant funds also include corporate sponsorship.

1. Individual Brigades, or members thereof, shall not apply for funding or purchase firefighting equipment or appliances.

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2. In order that grant funds may be pursued for the best overall strategic benefit of the Shire of Morawa Bush Fire Brigades and grant funds will only be applied for by the Shire.
3. Any equipment/appliances required by Bush Fire brigades will only be purchased on behalf of the Brigade by the Shire;
4. Equipment will not be purchased, other than to replace an existing item, unless the Bush Fire Advisory Committee has determined:
 - a) the need to purchase the item.
 - b) the item meets all current DFES standards; and
 - c) provision for the insurance/maintenance of the item can be made within the existing operating budgets.

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FIN03 Authorised Signatures for Cheque/Electronic Funds Transfer Payments

Aim	To ensure effective security and properly authorised use of cheques/EFT payments whilst ensuring that the Shire provides good customer service through the timely signing of cheques/ETFs.
Application	Council Employees
Statutory Environment	<i>Local Government Act 1995 Section 6.10</i> <i>Local Government (Financial Management) Regulations 1996 Part 2</i>
Approval Date	July 2023
Last Review	October 2026
Next Review	2028
Review Period	2 years

Objective

To ensure the effective security and properly authorised use of cheques/EFT payments whilst ensuring that the Shire provides good customer service through the timely signing of cheques/ETFs.

Policy

All payments made by cheque/EFT require the authorisation of two signatories, at least one signatory must be a designated senior employee.

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FIN04 Purchasing Policy

Aim	~~To establish best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance by establishing efficient, effective, economical and sustainable procedures in all purchasing activities~~ ~~The Shire of Morawa (the 'Shire') is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities.~~
Application	~~Shire of Morawa Officers, Elected Members and all other persons~~ ~~Shire of Morawa Officers, Elected Members and all other persons undertaking procurement on the Shire's behalf~~
Statutory Environment	~~Local Government Act 1995 s.3.57 and s.6.8~~ ~~Local Government (Financial Management) Regulations 1996~~ ~~Local Government (Functions & General) Regulations 1996~~
Approval Date	~~June 2021~~
Last Review	~~OCM 16 December 2024~~ ~~October 2026~~
Next Review	~~2026~~ ~~2028~~
Review Period	2 years

Objective

This policy sets clear purchasing principles and quotation requirements to be implemented by Shire of Morawa employees to achieve the best value outcome in the most practical manner.

Policy

The purchasing of goods and services on behalf of the Shire of Morawa is a critically important business process. All Shire employees involved in purchasing practices and processes must display the highest standards of ethics and integrity, always acting in an honest and professional manner.

The Chief Executive Officer must ensure the Shire is properly accounting for expenses paid or payable, and procedures are established for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and proper authorisation linked to the Shire's payment methods. The Chief Executive Officer must appropriately authorise employees to undertake purchasing activities within approved delegated limits ~~at appropriate limits in line with the requirements of this policy.~~

Purchasing Principles

All of the Shire of Morawa's purchasing activity will be conducted in line with Council's overarching principles, outlined below:

1. Best Value: employees shall balance factors such as price, quality, timeliness of service, experience, lifetime management costs and other relevant selection criteria to ensure best value for the Shire consideration must also be given to internal efficiencies and the resources required to undertake procurement activities ~~(time and resources) allocated to seeking more quotations and how that compares to potential savings.~~

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An assessment of the best value for money outcome for any purchasing process should consider:

- a) ~~All relevant Total Costs of Ownership (TCO) and benefits including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but~~

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~~not limited to holding costs, consumables, deployment, maintenance and disposal;~~

- ~~b) The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality, including but not limited to an assessment of levels and currency of compliances, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, ease of communications etc.;~~
 - ~~c) Financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history); and~~
 - ~~d) A strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.~~
 - a) Total Cost of Ownership, including acquisition, delivery, maintenance and disposal costs.
 - b) Technical merits and compliance with specifications.
 - c) Financial viability and capacity of suppliers.
 - d) The level of competition achieved through the procurement process.
 - e) Risk, sustainability and corporate social responsibility considerations.
2. Uniformity: suppliers, contractors and persons dealing with the Shire must be treated consistently in a fair and equitable manner.
3. Accountability: Apply fair and equitable competitive purchasing processes that engage potential suppliers impartially, honestly, and consistently.
4. Full Disclosure: Commit to probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest - any actual or perceived conflicts of interest must be identified, disclosed and appropriately managed.
- ~~a. Where possible the employee with the a conflict should remove themselves from the decision-making process purchasing decision.~~
5. Confidentiality: Any information provided to the Shire by a supplier shall be treated as commercial-in-confidence and must not be disclosed except where authorised or required by legislation ~~released unless authorised by the supplier or relevant legislation.~~
6. Local ~~Economy~~ Economic Benefit: Whilst consideration must always be given to principle one (Best Value),
- the Shire seeks to maximise opportunities for local and regional suppliers to participate in procurement activities wherever practical.
- The Shire recognises that procurement expenditure can contribute to economic development, local employment, service capacity and investment in regional Western Australia.
- When undertaking procurement activities, officers should:
- a) Consider purchasing practices, procedures and specifications that do not unfairly disadvantage local businesses

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- b) Explore the capability of suppliers located within: • Morawa; • the Mid West Region; and • Regional Western Australia.
- c) Design Requests for Quotation and Requests for Tender to encourage participation by local and regional suppliers.
- d) Consider the indirect benefits of local procurement, including local employment, servicing capability, supplier responsiveness and regional economic development.
- e) Ensure adequate and consistent information is provided to all potential suppliers.

Where submissions are assessed as substantially equivalent in quality, capability, risk and overall value, preference may be given in the following order:

- f) Morawa-based businesses.
- g) Mid West-based businesses.
- h) Regional Western Australian businesses.
- i) Other Western Australian businesses.
- j) Interstate suppliers.

As a general guide, the Shire may consider awarding work to a Mid West-based supplier where the submitted price does not exceed the lowest conforming offer by more than 5%, provided the overall procurement outcome continues to represent best value for money and the reasons are appropriately documented. The maximum price differential that may be accepted under this provision is \$50,000 above the lowest conforming offer.

The Shire recognises that not all categories of goods, services or works can reasonably be sourced locally and that best value considerations remain paramount. Shire employees should seek where possible to engage in procurement practices to promote and foster local economic development by maximising the participation of local businesses. A key goal in this policy is open and fair competition to ensure that businesses locally are provided with every opportunity to bid for work. It is recognized that not every category of goods, services or works that is purchased by the Shire will lend itself to supply by local businesses.

6.7 Organisational Awareness – all employees undertaking purchasing activities must be adequately trained and knowledgeable regarding procurement requirements, ethical conduct and recordkeeping obligations on how to conduct themselves.

7.8 Method – Purchasing should be conducted through accountable and auditable payment methods including electronic funds transfer, corporate card or approved purchasing systems. Appropriate controls must be maintained to ensure all transactions are authorised and undertaken for legitimate Shire purposes where possible the Shire's purchasing should be conducted by way of an electronic transaction with full accountability such as EFT or credit card. The CEO must ensure clear procedures govern all payment methods to ensure they are fully traceable, accountable, and auditable. Adequate controls must be in place to ensure all transactions can be clearly identified as being for legitimate business purposes and

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~~appropriately authorised in line with the Local Government (Financial Management) Regulations 11, 12 and 13.~~

~~8.9. Record Keeping: purchasing activity must be appropriately documented and retained in accordance with the Shire's Record Keeping Plan and legislative requirements should be clearly recorded so that the process and decision making can easily be reviewed or audited if required. Purchasing activities must be recorded in accordance with the State Records Act 2000 and the Shire of Morawa's Record Keeping Plan.~~

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10. Anti-Avoidance: Employees must not divide, separate or otherwise structure procurement activities into multiple purchase orders, contracts or transactions for the purpose of avoiding procurement thresholds, quotation requirements, tendering requirements or delegated authority limits.

The total anticipated expenditure over the full contract period must be considered when determining the applicable procurement process

9.11. Corporate Social Responsibility: Council recognises that the Shire represents a large purchaser for the Morawa District and as such where possible, whilst always giving due consideration to principle one (Best Value), will try to use its resources to promote a sense of Corporate Social Responsibility by preferencing organisations that:

- a. Demonstrate a commitment to minimising their environmental impact – energy efficiency, water efficiency, waste reduction etc.
- b. Invest in local community capability and development~~the capability of the local community~~
- c. Are a registered ~~WA~~ Australian Disability Enterprise - www.wade.org.au
- d. Are a registered Indigenous or Aboriginal Business

Where suppliers offer comparable value for money outcomes, consideration may be given to suppliers that demonstrate these outcomes

Purchasing Thresholds and Quotation Requirements

The requirements that must be complied with by the Shire, including purchasing thresholds and processes, are prescribed within the *Local Government (Functions and General) Regulations 1996* and this Purchasing Policy.

Determining purchasing value is to be based on the following considerations:

- a) The actual or expected value of a contract over the full contract period (including all options to extend);
- b) The extent to which it could be reasonably expected that the Shire will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased.

Below is the purchasing process that must be followed based on the actual or expected value of each purchase by the Shire of Morawa:

Purchase Value Threshold (ex GST)	Quotation Requirements	Quote Assessment
Up to \$5,000 (ex GST)	Obtain at least one (1) verbal quotation.	Purchasing Officer
From \$5,001 and up to \$25,000 (ex GST)	Seek at least two (2) and obtain at least one (1) written quotations from suitable suppliers.	Purchasing Officer

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From \$25,001 and up to \$75,000 (<i>ex GST</i>)	Seek at least two (2) and obtain at least one (1) written quotations from suitable suppliers.	At least one senior employee and one other employee with a knowledge of the purchase requirements are to assess the quotations received against the Shire's purchasing principles.
From \$75,001 and up to \$150,000 (<i>ex GST</i>)	Seek at least three (3) and obtain at least two (2) written quotations	At least two (2) senior employees must assess the quotations against the Shire's purchasing principles and the

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Purchase Value Threshold (ex GST)	Quotation Requirements	Quote Assessment
		requirements as detailed in the request for quotation document.
From \$150,001 and up to \$249,999 (ex GST)	Obtain at least three (3) written quotations	The Chief Executive Officer and at least one other senior employee are to assess the quotations against the purchasing principles and an assessment of the suppliers response to: • a detailed written specification for the goods, services or works (contained within the RFQ) required; and • pre-determined selection criteria that assess all best and sustainable value considerations.
\$250,000 and Over (ex GST)	All purchasing at this level must be in accordance with the Local Government Act 1995 and the Local Government (Function and General) Regulations, specifically adhering to all tender or tender exempt requirements.	All submissions at this purchasing value must be assessed by the Chief Executive Officer, another senior employee and one other employee or a Shire consultant with a knowledge of the subject matter. The Tender Exempt or Public Tender purchasing decision is to be based on the suppliers response to: • A detailed specification; and • Pre-determined selection criteria that assess all best and sustainable value considerations.

Note:

~~Where considered necessary, the Shire may consider calling Public Tenders in lieu of undertaking a Request for Quotation for purchases under the \$250,000 threshold (excluding GST). This decision should be made after considering the benefits of this approach in comparison with the costs, risks, and timeliness and compliance requirements and also whether the purchasing requirement can be met through a pre-qualified panel of suppliers such as WALGA Preferred Supply Contracts.~~

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~~If a decision is made to undertake a Public Tender for contracts of less than \$250,000, a Request for Tender process entailing all the procedures for tendering outlined in this Policy and the WALGA Procurement Handbook must be followed in full.~~

WALGA Preferred Supply Contracts

~~Given~~ WALGA have undertaken a competitive market process to establish its preferred supplier panel, Council encourages the use of the panel, wherever practical, to request quotes.

Where the WALGA Preferred Supplier Panel is used for requests for quote, if greater than three (3) quotes are requested and less than the required number of quotes are received it will be deemed that the Shire has still undertaken an appropriate market consultation.

Additionally, when using a WALGA Preferred Supply Contract the Shire may negotiate with the highest rated Preferred Supplier from the evaluation process. This does not rule out the other Preferred Suppliers until successful conclusion of negotiations via award of contract.

Note:

~~While the pre-qualified nature of WALGA Preferred Supply Contracts provides Local Government with the capacity to negotiate with Preferred Suppliers, this is generally not permitted within a Public Tender process due to legal process contract risks.~~

LGIS Services

The suite of LGIS insurances is established in accordance with s.9.58(6)(b) of the Local Government Act 1995 and are provided as part of a mutual, where WALGA Member Local Governments are the owners of LGIS. Therefore, obtaining LGIS insurance services is available as a member-base service and is not defined as a purchasing activity subject to this Policy.

Should Council resolve to seek quotations from alternative insurance suppliers, compliance with this Policy is required.

Procurement Exemption ScheduleExemptions to Policy = Chief Executive Officer Authorisation

Subject to appropriate authorisation and documentation demonstrating value for money, competitive quotations are not required for:

- Emergency purchases.
- Sole source of supply purchases.
- WALGA services and WALGA Preferred Supply Contracts.
- LGIS products and services, including insurance.
- Commonwealth, State and Local Government agencies.
- Government Trading Enterprises.
- Department of Finance Common Use Arrangements.

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- Annual memberships and subscriptions.
- Conferences and seminars.
- Staff training and professional development.
- Utility services.
- Fuel and petroleum products.
- Banking fees and charges.
- Statutory fees and charges.
- Government Gazette advertising.
- Newspaper and online advertising.
- Software licensing, maintenance and support renewals.
- Proprietary equipment parts and consumables.
- Approved employee reimbursements.
- Any procurement exemption permitted under Regulation 11 of the Local Government (Functions and General) Regulations 1996.

Use of an exemption must be documented and approved by the CEO or delegated officer~~Council recognises that the CEO is charged with the efficient and appropriate management of the operations of the Shire.~~

~~For purchase value thresholds below \$250,000 the Chief Executive Officer (CEO) is empowered to authorise the issuing of purchase orders where less than the required number of quotes have been received, if it represents sound business sense, is of benefit to the Shire and the quotations received are deemed to be in line with market expectations.~~

~~The CEO must ensure appropriate documentation is maintained for all policy exemptions authorised and the reason for the exemption is appropriately recorded for the purposes of audit and review.~~

~~As a guide exemptions could be used:~~

- ~~• In response to an emergency, or time sensitive situation~~
- In undertaking works covered under insurance where the Shire's insurers are satisfied with the quotes received
- ~~Where a sole supplier or limited supplier situation exists.~~

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- Where suppliers are unwilling to submit quotes due to the time and cost they would incur conducting a site visit

Request for Quotation Process

~~The Chief Executive Officer is to establish appropriate procedures to govern the process of requesting and evaluating quotations based on the Council's overarching purchasing principles.~~

~~Whilst the content and detail in a request for quote may change at different purchasing values, all requests for quotation must be communicated in a clear, concise, logical, and consistent fashion to allow all potential quoters the greatest opportunity to submit a competitive quotation.~~

~~Where pre-determined selection criteria are to form part of the quote assessment process the criteria must be clearly stated in any request for quote issued.~~

~~Invitations to quote should be issued simultaneously unless a new supplier becomes known to the Shire at a later date. New information that is likely to change the requirements must be offered to all prospective suppliers at the same time.~~

~~Whilst price is an important factor in determining best value, quote assessment processes should also include an assessment of qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience, environmental and social impacts, corporate social responsibility and any other relevant factors.~~

~~The responsible officer is expected to demonstrate due diligence when conducting a Request for Quotation process and must comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.~~

Note:

~~The WALGA Procurement Handbook has a model Request for Quotation Template and a Verbal Form Template which provide best practice documentation and will assist with recording details.~~

Public Tender

~~In the event that the Shire elects to call a Public Tender:~~

- ~~a) Before Tenders are publicly invited, the Shire must record the decision to invite Tenders (which is to be recorded in the Tender Register) and must determine in writing the criteria for deciding which tender should be accepted;~~
- ~~b) The Evaluation Panel must be established prior to the advertising of the Tender and include a mix of skills and experience relevant to the nature of the purchase. For Tenders, the Evaluation Panel must contain a minimum of three (3) members;~~
- ~~c) A Tender Notice must be advertised in a State wide publication e.g. "The West Australian" newspaper (Local Government Tenders section), preferably on a Wednesday or Saturday;~~
- ~~d) The Tender must remain open for at least 14 days after the date the Tender is advertised. Care must be taken to ensure that 14 full days are provided as a minimum;~~
- ~~e) The Tender Notice must include:~~

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- ~~I. A brief description of the goods or services required;~~
- ~~II. Information as to where and how Tenders may be submitted;~~
- ~~III. The date and time after which Tenders cannot be submitted;~~
- ~~IV. A contact person to supply more detailed information if required. Detailed information must include:~~
- ~~V. Such information as the Shire decides should be disclosed to those interested in submitting a Tender response;~~
- ~~VI. Detailed specifications of the goods or services required;~~
- ~~VII. The criteria for deciding which Tender response should be accepted;~~
- ~~VIII. Whether or not the Shire has decided to submit a Tender response; and~~
- ~~IX. Whether or not Tender responses can be submitted by facsimile or other electronic means, and if so, how Tenders may so be submitted.~~

Additional Information

- ~~1. Tenders must not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation. If clarifications, addendums or further communication are required prior to the close of Tenders, all potential Tenderers must have equal access to this information in order for the Shire not to compromise its duty to be fair;~~
- ~~2. If, after the Tender has been publicly advertised, any changes, variations or adjustments to the Tender document and/or the Conditions of Tender are required, the Shire may vary the initial information by taking reasonable steps to give each person who has sought copies of the Tender documents notice of the variation;~~
- ~~3. A Tender response that is not received in full in the required format by the advertised Tender Deadline must be rejected;~~
- ~~4. No tenders are to be removed from the Tender Box or opened (read or evaluated) prior to the Tender Deadline;~~
- ~~5. Tenders are to be opened~~ in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Local Government officer. The details of all Tender responses received and opened must be recorded in the Tenders Register. Tender responses are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the Tender opening, and price information should be regarded as *commercial-in-confidence* to the Shire. Members of the public are entitled to be present;
- 6. The Tenderer's offer form, price schedule and other appropriate pages from each Tender shall be date stamped and initialled by at least two (2) Local Government officers or representatives present at the opening of Tender responses.

~~Where the Shire has invited Tender responses and no compliant submissions have been received; direct purchases can be arranged on the basis of the following:~~

- ~~a) A sufficient number of quotations are obtained or Council determine that the quote received represents best value, given the costs and constraints of conducting a second tender process;~~
- ~~b) The process follows the guidelines for seeking quotations~~

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- ~~e) The specification for goods and/or services remains unchanged;~~
- ~~d) Purchasing is arranged within six (6) months of the closing date of the lapsed Tender.~~
- ~~1. Tender responses that have not been rejected must be assessed by the Shire by means of a written evaluation against the pre-determined criteria. The Evaluation Panel must assess each Tender response that has not been rejected to determine which response is most advantageous;~~
- ~~2. If after the Tender has been publicly advertised and a successful Tenderer has been chosen, and before the Shire and Tenderer have entered into a contract, a minor variation may be made by the Shire. A minor variation may not alter the nature of the goods and/or services procured, nor may it materially alter the specification or structure provided for by the initial Tender.~~

~~Each Tenderer shall be notified of the outcome of the Tender following Council resolution or appropriate delegated authority. Notification must include:~~

- ~~a) The name of the successful Tenderer;~~
- ~~b) The total value of consideration of the winning offer;~~
- ~~c) The details and total value of consideration for the winning offer must be entered into the Tenders Register at the conclusion of the Tender process.~~

~~For this procurement range, selection of Tenderer must be based on value for money (in accordance with the definition stated within this Policy) and which Tender response would be most advantageous to the Shire.~~

~~To comply with the requirements of Regulation 18(4) of the *Local Government (Functions and General) Regulations 1996*, the Tender evaluation process must provide a written assessment of the extent that each Tender response satisfies the criteria which was set prior to advertising the Tender. This should include an assessment of qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience, environmental and social impacts, corporate social responsibility and any other relevant factors as part of the assessment of the Tender response.~~

~~The responsible officer is expected to demonstrate due diligence when conducting a public Tender and must comply with any record keeping and audit requirements.~~

~~For a tender process the CEO must ensure the Tender Register is appropriately updated and managed and at a minimum the below documents are recorded:~~

- ~~a) Tender documentation;~~
- ~~b) Internal documentation;~~
- ~~c) Evaluation documentation;~~
- ~~d) Enquiry and response documentation;~~
- ~~e) Approval documentation;~~
- ~~f) Notification and award documentation.~~

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Tender Exempt Purchases

Purchasing that ~~exceeds \$250,000~~ in total value (excluding GST) must be put to public Tender ~~unless~~ a regulatory Tender exemption is utilized by the Shire. Tender exemptions apply in the following instances:

- ~~a) An emergency situation as defined by the Local Government Act 1995;~~
- ~~b) The purchase is from a WALGA Preferred Supply Contract or Business Service. All WALGA Preferred Supply Contracts have been established utilizing a competitive public procurement process to pre-qualify suppliers that meet compliance requirements and offer optimal value for money to the Local Government sector;~~
- ~~c) The purchase is from a Department of Finance Common Use Arrangements (where Local Government use is permitted), a Regional Local Government or another Local Government;~~
- ~~d) The purchase is under auction that has been authorized by Council;~~
- ~~e) The contract is for petrol, oil, or other liquid or gas used for internal combustion engines; or~~
- ~~f) Any of the other exclusions under Regulation 11 of the Local Government (Functions and General) Regulations 1996 apply.~~

~~Note: When making a decision about whether to conduct a Public Tender or utilize a Tender exempt arrangement, the Shire should compare the cost and benefits of both processes.~~

~~The compliance requirements, time constraints, costs and risks associated with a Public Tender should be evaluated against the value delivered by such a process. This should then be compared with the costs and benefits of using a Tender exempt arrangement which include direct access to pre-qualified suppliers, full regulatory compliance, risk mitigation, administrative efficiencies and cost savings.~~

Contract Management

The Shire is committed to active contract management to ensure contracted goods, services and works are delivered in accordance with contractual requirements and continue to provide value for money.

Responsible officers must:

- a) Monitor supplier performance.
- b) Monitor expenditure against approved contract values.
- c) Ensure contractual obligations are met.
- d) Identify and manage contract risks.
- e) Maintain appropriate records relating to contract administration.
- f) Plan procurement processes prior to contract expiry.

The CEO may establish procedures, templates and registers to support contract management activities.

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Contract Variations

Contract variations may only be approved where:

- a) The variation is necessary for continued delivery of the goods, services or works.
- b) The variation does not materially alter the original purpose and intent of the contract.
- c) Funding is available and appropriately authorised.
- d) The variation continues to represent value for money.

All contract variations must be documented and approved in accordance with delegated authority.

Where a proposed variation materially changes the scope, value or nature of a contract, the CEO shall determine whether a new procurement process is required.

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FIN04 Purchasing Policy

Aim	To establish best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance by establishing efficient, effective, economical and sustainable procedures in all purchasing activities.
Application	Shire of Morawa Officers, Elected Members and all other persons.
Statutory Environment	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> <i>Local Government (Functions & General) Regulations 1996</i>
Approval Date	June 2021
Last Review	October 2026
Next Review	2028
Review Period	2 years

Objective

This policy sets clear purchasing principles and quotation requirements to be implemented by Shire of Morawa employees to achieve the best value outcome in the most practical manner.

Policy

The purchasing of goods and services on behalf of the Shire of Morawa is a critically important business process. All Shire employees involved in purchasing practices and processes must display the highest standards of ethics and integrity, always acting in an honest and professional manner.

The Chief Executive Officer must ensure the Shire is properly accounting for expenses paid or payable, and procedures are established for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and proper authorisation linked to the Shire's payment methods. The Chief Executive Officer must appropriately authorise employees to undertake purchasing activities within approved delegated limits.

Purchasing Principles

All of the Shire of Morawa's purchasing activity will be conducted in line with Council's overarching principles, outlined below:

1. Best Value: employees shall balance factors such as price, quality, timeliness of service, experience, lifetime management costs and other relevant selection criteria to ensure best value for the Shire consideration must also be given to internal efficiencies and the resources required to undertake procurement activities.

An assessment of the best value for money outcome for any purchasing process should consider:

- a) Total Cost of Ownership, including acquisition, delivery, maintenance and disposal costs.
- b) Technical merits and compliance with specifications.

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- c) Financial viability and capacity of suppliers.
 - d) The level of competition achieved through the procurement process.
 - e) Risk, sustainability and corporate social responsibility considerations.
2. Uniformity: suppliers, contractors and persons dealing with the Shire must be treated consistently in a fair and equitable manner.
 3. Accountability: Apply fair and equitable competitive purchasing processes that engage potential suppliers impartially, honestly, and consistently.
 4. Full Disclosure: Commit to probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest. Any actual or perceived conflicts of interest must be identified, disclosed and appropriately managed.
Where possible the employee with a conflict should remove themselves from the decision-making process.
 5. Confidentiality: Any information provided to the Shire by a supplier shall be treated as commercial-in-confidence and must not be disclosed except where authorised or required by legislation.
 6. Local Economic Benefit: Whilst consideration must always be given to principle one (Best Value), the Shire seeks to maximise opportunities for local and regional suppliers to participate in procurement activities wherever practical.

The Shire recognises that procurement expenditure can contribute to economic development, local employment, service capacity and investment in regional Western Australia.

When undertaking procurement activities, officers should:

- a) Consider purchasing practices, procedures and specifications that do not unfairly disadvantage local businesses.
- b) Explore the capability of suppliers located within: Morawa; the Mid West Region, and Regional Western Australia.
- c) Design Requests for Quotation and Requests for Tender to encourage participation by local and regional suppliers.
- d) Consider the indirect benefits of local procurement, including local employment, servicing capability, supplier responsiveness and regional economic development.
- e) Ensure adequate and consistent information is provided to all potential suppliers.

Where submissions are assessed as substantially equivalent in quality, capability, risk and overall value, preference may be given in the following order:

- a) Morawa-based businesses.
- b) Mid West-based businesses.

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- c) Regional Western Australian businesses.
- d) Other Western Australian businesses.
- e) Interstate suppliers.

As a general guide, the Shire may consider awarding work to a Mid West-based supplier where the submitted price does not exceed the lowest conforming offer by more than 5%, provided the overall procurement outcome continues to represent best value for money and the reasons are appropriately documented. The maximum price differential that may be accepted under this provision is \$50,000 above the lowest conforming offer.

The Shire recognises that not all categories of goods, services or works can reasonably be sourced locally and that best value considerations remain paramount.

7. Organisational Awareness: Employees undertaking purchasing activities must be adequately trained and knowledgeable regarding procurement requirements, ethical conduct and recordkeeping obligations.
8. Method: Purchasing should be conducted through accountable and auditable payment methods including electronic funds transfer, corporate card or approved purchasing systems. Appropriate controls must be maintained to ensure all transactions are authorised and undertaken for legitimate Shire purposes.
9. Record Keeping: Purchasing activity must be appropriately documented and retained in accordance with the Shire's Record Keeping Plan and legislative requirements.
10. Anti-Avoidance: Employees must not divide, separate or otherwise structure procurement activities into multiple purchase orders, contracts or transactions for the purpose of avoiding procurement thresholds, quotation requirements, tendering requirements or delegated authority limits. The total anticipated expenditure over the full contract period must be considered when determining the applicable procurement process.
11. Corporate Social Responsibility: Council recognises that the Shire represents a large purchaser for the Morawa District and as such where possible, whilst always giving due consideration to principle one (Best Value), will try to use its resources to promote a sense of Corporate Social Responsibility by preferencing organisations that:
 - a) Demonstrate a commitment to minimising their environmental impact, energy efficiency, water efficiency, waste reduction etc.
 - b) Invest in local community capability and development
 - c) Are a registered Australian Disability Enterprise - www.wade.org.au
 - d) Are a registered Indigenous or Aboriginal Business

Where suppliers offer comparable value for money outcomes, consideration may be given to suppliers that demonstrate these outcomes

Purchasing Thresholds and Quotation Requirements

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Determining purchasing value is to be based on the following considerations:

- a) The actual or expected value of a contract over the full contract period (including all options to extend);
- b) The extent to which it could be reasonably expected that the Shire will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased.

Below is the purchasing process that must be followed based on the actual or expected value of each purchase by the Shire of Morawa:

Purchase Value Threshold (<i>ex GST</i>)	Quotation Requirements	Quote Assessment
Up to \$5,000 (<i>ex GST</i>)	Obtain at least one (1) verbal quotation.	Purchasing Officer
From \$5,001 and up to \$25,000 (<i>ex GST</i>)	Seek at least two (2) and obtain at least one (1) written quotations from suitable suppliers.	Purchasing Officer
From \$25,001 and up to \$75,000 (<i>ex GST</i>)	Seek at least two (2) and obtain at least one (1) written quotations from suitable suppliers.	At least one senior employee and one other employee with a knowledge of the purchase requirements are to assess the quotations received against the Shire's purchasing principles.
From \$75,001 and up to \$150,000 (<i>ex GST</i>)	Seek at least three (3) and obtain at least two (2) written quotations	At least two (2) senior employees must assess the quotations against the Shire's purchasing principles and the requirements as detailed in the request for quotation document.
From \$150,001 and up to \$249,999 (<i>ex GST</i>)	Obtain at least three (3) written quotations	The Chief Executive Officer and at least one other senior employee are to assess the quotations against the purchasing principles and an assessment of the suppliers response to: • a detailed written specification for the goods, services or works (contained within the RFQ) required; and • pre-determined selection criteria that assess all best and sustainable value considerations.

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Purchase Value Threshold (ex GST)	Quotation Requirements	Quote Assessment
\$250,000 and Over (ex GST)	All purchasing at this level must be in accordance with the Local Government Act 1995 and the Local Government (Function and General) Regulations, specifically adhering to all tender or tender exempt requirements.	All submissions at this purchasing value must be assessed by the Chief Executive Officer, another senior employee and one other employee or a Shire consultant with a knowledge of the subject matter. The Tender Exempt or Public Tender purchasing decision is to be based on the suppliers response to: • A detailed specification; and • Pre-determined selection criteria that assess all best and sustainable value considerations.

WALGA Preferred Supply Contracts

WALGA have undertaken a competitive market process to establish its preferred supplier panel, Council encourages the use of the panel, wherever practical, to request quotes.

Where the WALGA Preferred Supplier Panel is used for requests for quote, if greater than three (3) quotes are requested and less than the required number of quotes are received it will be deemed that the Shire has still undertaken an appropriate market consultation. Additionally, when using a WALGA Preferred Supply Contract the Shire may negotiate with the highest rated Preferred Supplier from the evaluation process. This does not rule out the other Preferred Suppliers until successful conclusion of negotiations via award of contract.

LGIS Services

The suite of LGIS insurances is established in accordance with s.9.58(6)(b) of the Local Government Act 1995 and are provided as part of a mutual, where WALGA Member Local Governments are the owners of LGIS. Therefore, obtaining LGIS insurance services is available as a member-base service and is not defined as a purchasing activity subject to this Policy.

Should Council resolve to seek quotations from alternative insurance suppliers, compliance with this Policy is required.

Procurement Exemption Schedule

Subject to appropriate authorisation and documentation demonstrating value for money, competitive quotations are not required for:

- a) Emergency purchases.

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- b) Sole source of supply purchases.
- c) WALGA services and WALGA Preferred Supply Contracts.
- d) LGIS products and services, including insurance.
- e) Commonwealth, State and Local Government agencies.
- f) Government Trading Enterprises.
- g) Department of Finance Common Use Arrangements.
- h) Annual memberships and subscriptions.
- i) Conferences and seminars.
- j) Staff training and professional development.
- k) Utility services.
- l) Fuel and petroleum products.
- m) Banking fees and charges.
- n) Statutory fees and charges.
- o) Government Gazette advertising.
- p) Newspaper and online advertising.
- q) Software licensing, maintenance and support renewals.
- r) Proprietary equipment parts and consumables.
- s) Approved employee reimbursements.
- t) Any procurement exemption permitted under Regulation 11 of the Local Government (Functions and General) Regulations 1996.

Use of an exemption must be documented and approved by the CEO or delegated officer.

Contract Management

The Shire is committed to active contract management to ensure contracted goods, services and works are delivered in accordance with contractual requirements and continue to provide value for money.

Responsible officers must:

- a) Monitor supplier performance.
- b) Monitor expenditure against approved contract values.
- c) Ensure contractual obligations are met.

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- d) Identify and manage contract risks.
- e) Maintain appropriate records relating to contract administration.
- f) Plan procurement processes prior to contract expiry.

The CEO may establish procedures, templates and registers to support contract management activities.

Contract Variations

Contract variations may only be approved where:

- a) The variation is necessary for continued delivery of the goods, services or works.
- b) The variation does not materially alter the original purpose and intent of the contract.
- c) Funding is available and appropriately authorised.
- d) The variation continues to represent value for money.

All contract variations must be documented and approved in accordance with delegated authority.

Where a proposed variation materially changes the scope, value or nature of a contract, the CEO shall determine whether a new procurement process is required.

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FIN08 Disposal of Property (other than land)

Aim	<u>To provide a transparent, efficient and accountable framework for the disposal of Shire properties other than land</u> ~~To provide guidance on the management of the disposition of property (other than land).~~
Application	<u>Elected Members</u> <u>Employees</u> ~~All staff and Elected Members~~
Statutory Environment	<u>Local Government Act 1995 s.3.58</u> <u>Local Government (Functions and General) Regulations 1996 .</u> <u>regulations 30 and 31s.30</u>
Approval Date	<u>November 2020</u> ~~OCM 16 December 2024~~
Last Review	<u>October 2026</u> ~~OCM 19 November 2020~~
Next Review	<u>2026</u> ~~2028~~
Review Period	2 years

Objective

To ensure that Shire properties are disposed of lawfully, transparently and efficiently, having regard to their estimated market value, potential community benefit, environmental outcomes and the administrative cost of disposal~~To provide guidance on the management of the disposition of property (other than land) below \$10,000 in value ensuring full compliance with applicable legislative obligations and principles of transparency.~~

Policy

This Policy applies to the disposal of Shire properties other than land.

All disposals must comply with applicable legislative requirements, this Policy, and the Shire's Delegation Register.

Properties Identified for Disposal

Before properties are disposed of, the Chief Executive Officer must be satisfied that the property:

- is no longer required for the Shire's current or reasonably foreseeable operational needs;
- is surplus to requirements;
- is obsolete or operationally inefficient;
- is unserviceable or beyond economical repair;
- is being replaced under an asset replacement program; or
- should otherwise be disposed of in the Shire's best interests.

Reasonable consideration must first be given to whether properties can be effectively reused elsewhere within the Shire.

Disposal Principles

In determining the appropriate method of disposal, consideration is to be given to:

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- the estimated market value and condition of the property;
- the cost and administrative resources required to dispose of the property;
- opportunities for internal reuse;
- potential community benefit;
- environmental and waste-minimisation outcomes;
- workplace health and safety, information security and other relevant risks; and
- fairness, transparency and appropriate record keeping.

The cost and administrative effort involved in disposing of properties should be proportionate to the estimated market value.

Valuation

The estimated market value of properties is to be determined on a reasonable basis, having regard to the:

- original purchase price and written-down value;
- age and condition of the property;
- replacement value;
- level of obsolescence;
- potential market demand;
- likely costs of sale; and
- value achieved through recent comparable sales, where available.

An independent valuation may be obtained where the value is uncertain or where the Chief Executive Officer considers an independent valuation appropriate.

Methods of Disposal

Subject to applicable legislative requirements and delegated authority, properties may be disposed of by:

- public auction;
- public tender;
- quotation or expression of interest;
- trade-in;
- direct sale where lawfully permitted;
- donation or gifting to an eligible organisation;
- transfer to another government body;

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- recycling;
- destruction; or
- disposal through an appropriately licensed waste service.

The disposal method selected must be appropriate having regard to the nature, condition and estimated value of the property.

CEO Discretion for Properties of Low Value

The Chief Executive Officer may determine the most appropriate method of disposing of properties with an estimated market value of \$1,000 or less.

At the discretion of the Chief Executive Officer, such property may be:

- transferred for use elsewhere within the Shire;
- sold through an appropriate and cost-effective process;
- donated or gifted to an eligible local community group, sporting club, school, charity or not-for-profit organisation;
- recycled;
- destroyed; or
- otherwise lawfully disposed of.

The Chief Executive Officer is not required to undertake a public sale or expression-of-interest process where satisfied that:

- the property has little or no market value;
- it is obsolete, unserviceable or beyond economical repair;
- it cannot reasonably be reused by the Shire;
- there is no identifiable commercial market for the property; or
- the likely cost and administrative effort associated with its sale would exceed the expected proceeds.

Donations and Gifting

The Chief Executive Officer may approve the donation or gifting of property valued at \$1,000 or less where satisfied that:

- the property is surplus to the Shire's operational requirements;
- the property has little or no material market value, or the likely cost of sale would exceed the expected proceeds;
- the property is suitable and safe for its intended use;
- the disposal complies with applicable legislative requirements; and
- appropriate disposal records are maintained.

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- Properties may be gifted or donated in the following order of preference:
- Local community groups;
- Sporting clubs;
- Schools;
- Charitable and not-for-profit organisations;
- Other members of the local community where the Chief Executive Officer is satisfied that the disposal provides an identifiable community benefit and represents an appropriate means of disposing of the property.

Where more than one eligible community organisation expresses interest in an property, the Chief Executive Officer may determine the recipient having regard to:

- the anticipated community benefit;
- the proposed use of the property;
- the organisation's capacity to effectively utilise the property;
- equity of access; and
- any previous allocation of Shire property.

The reasons for selecting the recipient must be recorded.

Gifting to Employees

Where property has an estimated market value of \$500 or less, the Chief Executive Officer may approve the gifting of the property to a Shire employee where satisfied that:

- the property is surplus to the Shire's operational requirements and cannot reasonably be reused within the organisation;
- reasonable consideration has first been given to whether the property could provide a useful benefit to an eligible local community organisation;
- the property has little or no material resale value, or the likely cost and administrative effort associated with selling the property would be disproportionate to the expected proceeds;
- the disposal represents an appropriate and cost-effective means of dealing with the property; and
- the disposal is appropriately documented.

An employee who may receive property must not participate in determining the value of the property, the method of disposal or the selection of the recipient.

Where more than one employee expresses an interest in the property, the Chief Executive Officer must determine a fair and transparent method of allocation.

Restricted Disposals

The following properties must not be gifted under this policy:

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- motor vehicles;
- trailers;
- plant and machinery;
- information technology equipment containing data;
- items subject to grant funding restrictions;
- items with an estimated market value greater than \$1,000; and
- any item which the Chief Executive Officer considers should be publicly offered for sale due to its value or community interest..

Properties that are unsafe, contaminated, legally restricted or otherwise unsuitable for continued use must not be sold or gifted. Such property must be destroyed or disposed of through an appropriate recycling, hazardous-material or waste service.

Information and Shire Property

Before disposal, all confidential information, personal information, records, software, access credentials, identification markings and other sensitive material must be securely removed from the property.

Information technology equipment must be securely sanitised or destroyed in accordance with applicable information-security and record-keeping requirements.

Shire branding is to be removed where its continued display may incorrectly imply that the property remains owned, operated or endorsed by the Shire.

Council Approval

Properties that cannot lawfully or appropriately be disposed of under the Chief Executive Officer's delegated authority must be referred to Council for determination.

Properties with an estimated market value at or above the prescribed statutory threshold must be disposed of in accordance with section 3.58 of the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*.

Disposal Records

Appropriate records must be retained for each disposal, including, where applicable:

- a description of the property;
- the asset identification number;
- the reason for disposal;
- the estimated market value and basis of valuation;
- the disposal method;
- the approving officer;
- the purchaser or recipient;

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- the amount received, if any; and
- confirmation that applicable property-register, information-security and safety requirements have been completed.

The Shire's asset register and financial records must be updated where applicable.

Proceeds received from the disposal of properties are to be accounted for as Shire revenue in accordance with the Annual Budget and applicable accounting requirements.

Procedures

The Chief Executive Officer may establish procedures and forms for the identification, valuation, authorisation, recording and disposal of properties under this Policy.

~~The Shire's Disposal of Property Policy sets the direction for the disposition of property below \$10,000 in value. Dispositions not outlined in this policy are prescribed by legislation.~~

~~The objectives are to ensure that:~~

- ~~1. All furniture, equipment or goods up to \$10,000 in value, based on a 'reasonable judgement' valuation, shall be disposed of firstly through a local public tender process with a subsequent report presented to Council. In the event of there being no response to the tender process, the processes set out in (2) and (3) below shall be followed.~~
- ~~2. At the discretion of the Chief Executive Officer (CEO) furniture, equipment or goods reasonably considered being valued up to \$1,000 shall be offered to local community groups, sporting clubs or charities through a locally advertised expression of interest process which may comprise either an expression of interest or be on a "first in, first served" response basis.~~
- ~~3. Where an expression of interest process applies and more than one interest is received, a report shall be provided to Council recommending the order of priority, with preference given to local not-for-profit community groups where practicable.~~
- ~~4. Where property is worth less than \$1,000 (based on a 'reasonable judgement' valuation), the CEO shall have discretion to offer the property to local community groups, sporting clubs or charities or if no interest is received, to appropriately dispose of the property through a waste collection service.~~

- ~~5.1. For all other property disposed, the CEO shall present the proposed sale to Council.~~

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FIN08 Disposal of Property (other than land)

Aim	To provide a transparent, efficient and accountable framework for the disposal of Shire property other than land.
Application	Elected Members Employees
Statutory Environment	<i>Local Government Act 1995 s.3.58</i> <i>Local Government (Functions and General) Regulations 1996 , regulations 30 and 31</i>
Approval Date	November 2020
Last Review	October 2026
Next Review	2028
Review Period	2 years

Objective

To ensure that Shire property is disposed of lawfully, transparently and efficiently, having regard to its estimated market value, potential community benefit, environmental outcomes and the administrative cost of disposal.

Policy

This Policy applies to the disposal of Shire property other than land.

All disposals must comply with applicable legislative requirements, this Policy, and the Shire's Delegation Register.

Property Identified for Disposal

Before property is disposed of, the Chief Executive Officer must be satisfied that the property:

- is no longer required for the Shire's current or reasonably foreseeable operational needs;
- is surplus to requirements;
- is obsolete or operationally inefficient;
- is unserviceable or beyond economical repair;
- is being replaced under an asset replacement program; or
- should otherwise be disposed of in the Shire's best interests.

Reasonable consideration must first be given to whether the property can be effectively reused elsewhere within the Shire.

Disposal Principles

In determining the appropriate method of disposal, consideration is to be given to:

- the estimated market value and condition of the property;
- the cost and administrative resources required to dispose of the property;
- opportunities for internal reuse;
- potential community benefit;
- environmental and waste-minimisation outcomes;

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- workplace health and safety, information security and other relevant risks; and
- fairness, transparency and appropriate record keeping.

The cost and administrative effort involved in disposing of property should be proportionate to its estimated market value.

Valuation

The estimated market value of property is to be determined on a reasonable basis, having regard to the:

- original purchase price and written-down value;
- age and condition of the property;
- replacement value;
- level of obsolescence;
- potential market demand;
- likely costs of sale; and
- value achieved through recent comparable sales, where available.

An independent valuation may be obtained where the value is uncertain or where the Chief Executive Officer considers an independent valuation appropriate.

Methods of Disposal

Subject to applicable legislative requirements and delegated authority, property may be disposed of by:

- public auction;
- public tender;
- quotation or expression of interest;
- trade-in;
- direct sale where lawfully permitted;
- donation or gifting to an eligible organisation;
- transfer to another government body;
- recycling;
- destruction; or
- disposal through an appropriately licensed waste service.

The disposal method selected must be appropriate having regard to the nature, condition and estimated value of the property.

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CEO Discretion for Property of Low Value

The Chief Executive Officer may determine the most appropriate method of disposing of property with an estimated market value of \$1,000 or less.

At the discretion of the Chief Executive Officer, such property may be:

- transferred for use elsewhere within the Shire;
- sold through an appropriate and cost-effective process;
- donated or gifted to an eligible local community group, sporting club, school, charity or not-for-profit organisation;
- recycled;
- destroyed; or
- otherwise lawfully disposed of.

The Chief Executive Officer is not required to undertake a public sale or expression-of-interest process where satisfied that:

- the property has little or no market value;
- it is obsolete, unserviceable or beyond economical repair;
- it cannot reasonably be reused by the Shire;
- there is no identifiable commercial market for the property; or
- the likely cost and administrative effort associated with its sale would exceed the expected proceeds.

Donations and Gifting

The Chief Executive Officer may approve the donation or gifting of property valued at \$1,000 or less where satisfied that:

- the property is surplus to the Shire's operational requirements;
- the property has little or no material market value, or the likely cost of sale would exceed the expected proceeds;
- the property is suitable and safe for its intended use;
- the disposal complies with applicable legislative requirements; and
- appropriate disposal records are maintained.

Property may be gifted or donated in the following order of preference:

- Local community groups;
- Sporting clubs;
- Schools;
- Charitable and not-for-profit organisations;
- Other members of the local community where the Chief Executive Officer is satisfied that the disposal provides an identifiable community benefit and represents an appropriate means of disposing of the property.

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Where more than one eligible community organisation expresses interest in an property, the Chief Executive Officer may determine the recipient having regard to:

- the anticipated community benefit;
- the proposed use of the property;
- the organisation's capacity to effectively utilise the property;
- equity of access; and
- any previous allocation of Shire property.

The reasons for selecting the recipient must be recorded.

Gifting to Employees

Where property has an estimated market value of \$500 or less, the Chief Executive Officer may approve the gifting of the property to a Shire employee where satisfied that:

- the property is surplus to the Shire's operational requirements and cannot reasonably be reused within the organisation;
- reasonable consideration has first been given to whether the property could provide a useful benefit to an eligible local community organisation;
- the property has little or no material resale value, or the likely cost and administrative effort associated with selling the property would be disproportionate to the expected proceeds;
- the disposal represents an appropriate and cost-effective means of dealing with the property; and
- the disposal is appropriately documented.

An employee who may receive property must not participate in determining the value of the property, the method of disposal or the selection of the recipient.

Where more than one employee expresses an interest in the property, the Chief Executive Officer must determine a fair and transparent method of allocation.

Restricted Disposals

The following property must not be gifted under this policy:

- motor vehicles;
- trailers;
- plant and machinery;
- information technology equipment containing data;
- property subject to grant funding restrictions;
- property with an estimated market value greater than \$1,000; and
- any property which the Chief Executive Officer considers should be publicly offered for sale due to its value or community interest.

Property that is unsafe, contaminated, legally restricted or otherwise unsuitable for continued use must not be sold or gifted. Such property must be destroyed or disposed of through an appropriate recycling, hazardous-material or waste service.

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Information and Shire Property

Before disposal, all confidential information, personal information, records, software, access credentials, identification markings and other sensitive material must be securely removed from the property.

Information technology equipment must be securely sanitised or destroyed in accordance with applicable information security and record-keeping requirements.

Shire branding is to be removed where its continued display may incorrectly imply that the property remains owned, operated or endorsed by the Shire.

Council Approval

Property that cannot lawfully or appropriately be disposed of under the Chief Executive Officer's delegated authority must be referred to Council for determination.

Property with an estimated market value at or above the prescribed statutory threshold must be disposed of in accordance with section 3.58 of the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*.

Disposal Records

Appropriate records must be retained for each disposal, including, where applicable:

- a description of the property;
- the asset identification number;
- the reason for disposal;
- the estimated market value and basis of valuation;
- the disposal method;
- the approving officer;
- the purchaser or recipient;
- the amount received, if any; and
- confirmation that applicable asset register, information security and safety requirements have been completed.

The Shire's asset register and financial records must be updated where applicable.

Proceeds received from the disposal of property are to be accounted for as Shire revenue in accordance with the Annual Budget and applicable accounting requirements.

Procedures

The Chief Executive Officer may establish procedures and forms for the identification, valuation, authorisation, recording and disposal of property under this Policy.

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FIN10 Cash Reserves Management Policy

Aim	To provide strategic support and direction for the establishment and utilisation of Cash Backed Reserves (Reserves).
Application	All staff & Councillors
Statutory Environment	<i>Local Government Act 1995, ~~Division 4~~ Section 6.11 Local Government (<u>Financial Management Administration</u>) Regulations 1996 Australian Accounting Standards</i>
Approval Date	2021
Last Review	October 2026
Next Review	2030
Review Period	Every 4 years

Objectives

To ensure sustainable and responsible management of the Shire's cash backed reserves through consistent identification, administration and use of the funds.

Policy

This policy aims to ensure a consistent approach to the management of reserves as a means of delivering the Shire's objectives and sound financial management.

Reserves are accounts established and held within the municipal fund to hold cash retained by the Shire. Reserves represent a record of future obligations, or aspirations of projects and must be cash backed.

The key focus areas for the Shire's reserve funds are:

- Reducing business risk;
- Improving financial management;
- Improving strategic capacity; and
- Meeting statutory obligations and other external requirements.

For the purposes of efficient financial management, it is acknowledged that in lieu of borrowings, Reserve Funds may be used to assist the funding of specific projects and to fund unanticipated events that can occur from time to time.

Establishment of Reserve Accounts

The establishment of new reserves must be clearly articulated to Council, must generally fit within a focus area and the outcomes as listed in the table below (*table 1*), and each Reserves characteristics must be identified before approval for creation can be given.

The establishment of a new reserve must be approved by Council through the Annual Budget or by separate Council resolution.

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Any change to the purpose of a reserve, or use of reserve funds for another purpose, must comply with section 6.11 of the Local Government Act 1995, including any applicable absolute-majority, local public notice and financial reporting requirements. Approval for the creation of a new reserve must be given by Council, this can occur at Annual Budget adoption or by way of a separate report to Council at an Ordinary Council Meeting, adopted by way of absolute majority.

The characteristics to be identified must include at least the following:

- Focus Area
- The name of the reserve
- The purpose of the reserve
- An overview of the reserve
- How the request for a new reserve eventuated
- The source of funds for the new reserve
- The use of the funds in the reserve

Table 1

Focus Area	Outcome
Business Risk	Reserves may be established to minimise the impact on Council operations in any one year from unanticipated events. Unanticipated events can arise from the impact of natural disasters or other unforeseen circumstances where financial risks cannot be fully recouped under an insurance policy or disaster funding. In addition, unanticipated events may include the use of employee entitlements reserves or the failure of assets critically important to maintaining service levels.
Financial Management	To manage the transition from a past budget period to a future accounting period, reserves may be established to hold restricted funds for transfer to a future period to match/offset the respective expenditure. Reserves may also be established to be used to accumulate funds for significant operating expenses that occur on a recurrent basis but require an annual allocation in every budget. Reserves established to save for the future renewal of assets with the funding of anticipated expenditure needs which provides the Shire with a financing tool to manage issues of intergenerational equity, reduce reliance on borrowings to fund long lived assets and to overcome the restriction of a single budget by smoothing the funding allocation over a longer period.
Strategic Capacity	On occasions, the Shire is offered strategic opportunities by the State/Federal government or a private sector partner in the provision and delivery of community initiatives and programs. These are usually in the form of external grants or contributions which require a financial contribution from the Shire. Sufficient notice may not be provided to develop a specific financing strategy to take advantage of

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	these opportunities. Strategic Reserves may be established to maintain a level of savings to access other opportunities subject to the outcomes aligning with the Shire's strategic community goals and priorities. Strategic reserves may be established for the provision of community grants or to safeguard funds from operational use.
Statutory Obligations	The <i>Local Government Act 1995</i> requires selected revenue streams to be quarantined and to only fund the purpose for which the revenue was raised. Examples are nominated service charges or specified area rates. Any revenue raised not used for the specified purpose must be held in a reserve until it is applied to the purpose in future periods. Money held in these reserves cannot be used for any other purpose. Developer contributions may be collected and used to fund specific assets in nominated areas.

Reserve Accounts

Focus Area - Business Risk

Leave Reserve	Purpose To be used to fund leave requirements. Overview The funds are held to ensure the Shire has enough funds to payout all staff leave entitlements as they fall due if insufficient funds are available in the normal operating budget. Fund Management Each year the finance team must review the reserve balance against the Annual and Long Service Leave balances of the three longest serving employees to ensure that the reserve balance is at least 10% higher than the Shire's leave liability for these employees. Term of the Reserve This reserve operates in perpetuity.
Legal Fees Reserve	Purpose To be used to fund any unforeseen legal action against the Shire of Morawa. Overview This reserve is designed to provide funds for any future legal challenge against the Shire of Morawa that may require substantial funding.

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	Fund Management Legal costs against an entity can be substantial and often occur in relation to unforeseen matters. To protect itself against future risks the Shire will aim to allocate \$50,000 to this reserve as a baseline only to be used for the designated purpose. Term of the Reserve This reserve operates in perpetuity.
Emergency Response Reserve	~~Repurposing of the existing Road Reserve.~~ ~~Current purpose—A provision for (emergency) road expenditure.~~ Purpose To be used to fund insurance excesses and emergency response activities in relation to unbudgeted events impacting the community or Shire assets outside of Council control. Overview The 2021 Cyclone Seroja event demonstrated that the Shire is at risk of significant insurance excesses and that the Disaster Recovery Funding Arrangements are cumbersome and slow, meaning the Shire may be required to allocate significant funds upfront to cover emergency works. Other emergency works may be required on roads or other assets when other events such as significant user damage occurs that are well above and beyond normal maintenance expectations. This may have unforeseen cashflow impacts or future budget impacts, as such it is deemed prudent to establish a reserve to protect against this. Fund Management Insurance excess for Cyclone damage is \$100,000 and it is likely the Shire could expend close to this amount for flood damage or other emergency events without immediate reimbursement. As such the Shire should aim to establish a baseline for the reserve of \$200,000 and only fall below this amount for the designated purpose. Council should also commit to restoring the baseline when disaster recovery or other reimbursements are received for works completed. Term of Reserve This reserve operates in perpetuity.

Focus Area – Financial Management

Plant Replacement Reserve	Purpose To be used to upgrade, replace, or purchase of new plant and equipment. Overview The Shire of Morawa holds Plant and Equipment assets worth approximately \$2.5m, depreciating at a rate of about \$250,000 each year. On the basis that all items of plant and equipment have a useful life and that the replacement or
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	upgrade of major plant is beyond the capacity of the Council to fund in any one-year Council has established a reserve for the sole purpose of funding the replacement of plant & equipment when required. Fund Management Council will establish a clear Policy and document within the Corporate Business Plan the expected plant replacement cycle aligned to major items of plant and equipment to forecast future expenditure and reserve movements. The Shire should be cautious with the use of this reserve and work to ensure the balance held in reserve does not fall below 50% of the replacement value of a new Grader. Term of the Reserve This reserve operates in perpetuity.
Sewerage Reserve	Purpose To be used to repair, replace, or extend the sewerage facility. Overview This reserve is designed to provide funds for major capital or maintenance works needed to be carried out on the sewerage system that Council operates. The Shire sewerage system represents an asset worth approx. \$2.4m depreciating at a rate of approx. \$45,000 per annum, more importantly the failure of this significant asset would have extreme consequences for the whole community. Fund Management The Sewerage Reserve funds are not designed to be used for general annual maintenance or minor/moderate repair works. The reserve funds are for works requiring major investment. As such the use of the reserve funds must have a clear purpose i.e., to replace a particular section. The Shire should look to transfer the difference between the annual sewerage income and the cost of maintaining the sewerage facility, including staff allocations, into the Sewerage Reserve. Term of the Reserve This reserve operates in perpetuity, whilst the Shire operates the town's sewerage system.
Swimming Pool Reserve	Purpose Funds to be used for any renewal/upgrade or maintenance of the Morawa Swimming Pool. Overview This reserve is designed to provide funds for any future capital or significant maintenance works that may be required to keep the Morawa Swimming Pool in good condition and operating efficiently. This facility represents an asset worth approx. \$2.4m depreciating at a rate of \$60,000 per annum, but more importantly the community relies on the facility throughout the summer months to provide essential recreation and respite from the high summer temperatures.

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	Fund Management To protect the Shire against large scale works needed at the Morawa Swimming Pool the Shire will look to undertake a transfer of 50% of the annual asset depreciation into the reserve. This will help offset costs when renewal/upgrade works are required. Term of the Reserve This reserve operates in perpetuity, whilst the Shire owns a swimming pool facility.
Aged Care Units 1 – 4 (JVA) Reserve	Purpose To fund future repair and maintenance costs associated with the Joint Venture Agreement Aged Care Units. Overview In 2016 the Shire was transferred the management of four aged care units, that were subject to a Joint Venture Agreement with the Department of Housing (Homeswest), from Morawa Community Care Inc. The use of these units was transferred subject to continued compliance with the joint venture agreement that is set to expire in 2043. The Shire is now responsible for the ongoing maintenance of the facilities. Fund Management The joint venture agreement requires the Shire to maintain a contingency reserve balance of not less than 25% of the proceeding years gross rent from the joint venture units. To simplify this process Council commits to maintaining a minimum balance in this reserve of \$27,500, which represents 100% of the maximum rent chargeable on all four units in 2021, based on the aged pension. It is unlikely even with pension increase that the required 25% would ever exceed this amount and so the Shire will not need to revise its minimum allocation over the next 20 years. Most maintenance and repairs on the facility is undertaken out of normal Shire operational funds and as such once the minimum value is achieved no interest will be applied to the reserve. Term of the Reserve This reserve operates in perpetuity whilst the Shire owns and operates Aged Care Units under a Joint Venture Arrangement.
Aged Care Units (Excl. 1–4) Reserve	~~Suggesting the consolidation of Aged Care Units reserve and Aged Care Unit 5 reserve into one recognising all aged care units excluding units 1 – 4 under the joint venture arrangement under one service delivery banner whether gifted to the Shire or freehold.~~ Purpose To fund capital works expenditure relating to existing or new Aged Care Units. Overview The Shire currently owns and operates nine (9) Aged Care Units under

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	various arrangements. Other than the four (4) units under a joint venture arrangement the other five (5) are under the direct management of the Shire. Unit five (5) was gifted to the Shire by Morawa Community Care Incorporated in 2016 without any joint venture encumbrances and with an initial surplus funds transfer of approximately \$60,000. Regardless of the underlying agreements leading to their creation the Shire is now responsible for the ongoing maintenance of the facilities. This reserve is designed to provide funds for future major expenditure on the Aged Care Units. The reserve purpose is also open to the construction of more aged care units should community demand and a lack of State services necessitate this. Fund Management Whilst the Aged Care Units are not a high value asset compared to other Shire assets, the unique nature of the service. ~~They provide~~ provides scope for them to have a stand-alone reserve. Plus, with an ageing population the likelihood of more units being required into the future is high. The Shire will look to add \$2,000 per unit into the reserve each year to ensure the reserve balance continues to grow over time. Term of the Reserve This reserve operates in perpetuity whilst the Shire owns and operates Aged Care Units.
Capital Works Reserve	~~Consolidation of various reserves and broadening of terms of use – Building, Business Units, Old Hospital Reserves~~ Purpose To reserve funds for the Shire to allocate towards expenditure on capital works, specifically the renewal or creation of Shire assets. Overview In essence the Shire should be looking to operationalise the general maintenance and running costs associated with Shire assets, as such the significant expenditure associated with Shire assets will come in the form of creation or renewal. Other than for designated high value or essential assets, the Shire needs to maintain a level of flexibility in relation to reserve funds for other assets. This will allow the Shire to allocate reserve funds to assets as needed and in response to unforeseen requirements. Council will still have control of the allocation of these funds at budget time or via resolution. Fund Management Given the Shire has approximately \$20m in building assets, \$35m in road assets and \$5m in other assets, with annual depreciation of these asset classes of approximately \$1.6m – it is unrealistic to think the Shire will ever have the financial capacity to expend the necessary funds on asset renewal. Through prudent Capital Works reserve allocations and business planning the Shire will seek to allocate reserves towards future use to smooth the year-to-year impact on ratepayers. The Shire commits to providing a minimum annual contribution to the capital works reserve equivalent to 2.5% of the estimated capital works expenditure in the annual budget (i.e., plan to spend \$2m on

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	capital works put \$50,000 in the reserve as well).
	Term of Reserve This reserve operates in perpetuity

Focus Area – Strategic Capacity

Future Funds (Principal) Reserve	Purpose To provide an ongoing conduit for benefits to the people and environment of Morawa in line with Sinosteel Midwest Corporation Future Fund Foundation Memorandum. Overview This reserve was set up from a partnership between the Shire and Sinosteel Midwest Corporation, as part of the establishment of their mining operations to provide a benefit to the local community. A Foundation Memorandum was established between Sinosteel Midwest Corporation and the Shire of Morawa. 85% of the interest earned on this reserve is transferred to the Future Fund Grant (Interest) Reserve for distribution to approved grant applicants. Fund Management As this reserve forms the principal from which the Future Fund Grant (Interest) Reserve is funded Council have committed to maintaining the balance of this reserve at minimum value \$2m (equivalent to the initial seeding funding from the Shire (\$900K) and Sinosteel (\$1.1m)) – the actual balance may be greater than this amount due to interest earned but Council has a firm commitment to not expend the reserve such that it falls below the minimum value. To maximise the interest returns related to the Future Funds (Principal) Reserve, Council have committed to investing 80% of the minimum value (\$1.6m) into term deposits. Term of the Reserve This reserve will operate in perpetuity.
Future Fund Grant (Interest) Reserve	Purpose To allocate funding to community-based projects financed from the interest received on the Future Fund (Principal) Reserve. Overview This reserve is designed to utilise 85% of the interest earned on the Future Fund (Principal) Reserve to aid applicants of the Morawa Sinosteel Future Fund Grant to deliver community-based projects. Fund Management The Morawa Sinosteel Future Fund Grant seeks to provide funding to grass-roots community organisations, including sporting groups, educational organisations, and community support organisations.

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	Funding opportunities are considered by the Morawa Sinosteel Future Fund Committee, on an annual/biannual basis depending on funds available. In line with the deed of Grant the committee must consist of (1) the Shire President, (2) the Deputy Shire President, (3) the Chief Executive Officer, (4) two Shire of Morawa community residents that have been appointed to the committee. The committee must ensure that the grants distributed are in line with the budgeted interest being allocated to the reserve in line with the Deed. Term of the Reserve This reserve will operate until there are no funds available to distribute.
Community and Economic Development Reserve	~~Merge the Economic Development and Community Development Reserves~~ Purpose To fund significant community or economic development projects within the Shire of Morawa. Overview This reserve was created through the Shire receiving extraordinary untied income. This reserve is designed to provide funds for significant projects that will deliver a tangible realisable benefit to the community and economy of Morawa. It is not to be used for general capital or maintenance works. The strategic outcomes associated with the use of the reserve funds must deliver substantial benefits to the district. Fund Management ~~Funds held in this reserve will be managed to preserve the capital available for future community and economic development projects while maximising investment returns where practicable. Council may approve the use of reserve funds for community or economic development initiatives where it is satisfied that the anticipated benefits to the Shire and the community justify the expenditure. Council have committed to maintaining the balance of this reserve at a minimum value of \$1m — the actual balance may be greater than this amount due to interest earned, but Council has a firm commitment to not expend the reserve such that it falls below the minimum value.~~ ~~The only exception to this is if a project is identified that will deliver a tangible financial return to Council such that the \$1m reserve balance can be restored within 5 financial years.~~ ~~To maximise the surplus funds available in this reserve through interest generation, Council have committed to investing 50% of the minimum value into a term deposit (\$500,000).~~ Term of the Reserve This reserve will operate until there are no funds available to distribute.

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COVID-19 Emergency Response Reserve

Purpose

To invest in activities that promote community wellbeing, aid residents and businesses in financial hardship and other general COVID recovery projects.

Overview

This reserve is designed to respond to the needs of the community during the recovery phase of the COVID-19 pandemic. Council established the reserve in immediate response to the pandemic and has used funds to fund community group activities/events and offset fees etc. The reserve was also used to establish the Morawa Community Gym trial to aid the health and wellbeing recovery efforts.

Fund Management

The COVID-19 pandemic is now into its second year and the vaccination roll out has commenced and international borders are set to re-open. As such the reserve funds are directed at recovery efforts and response to unexpected outbreaks in the community.

Council will set clear directives around the use of the remaining reserve funds and how it aligns to COVID recovery.

Term of the Reserve

This reserve will remain in operation until June 2023 — after which point if the threat of COVID-19 has not abated to remove the risk of lockdowns, the Shire should look to operationalise the expenditure in this area as COVID-19 will be transitioning away from an emergency to more of a way of life for the community.

Any unspent funds from this reserve should be transferred to the Community and Economic Development Reserve during the closure process.

Focus Area – Statutory Obligations

Unspent Grants and Contributions Reserve

Purpose

To be used to hold the balance of unexpended grants and contributions until they can be expensed in line with any funding conditions.

Overview

This reserve is designed to hold the balance of unexpended grants and contributions assessed as AASB15 income received from external contributors or funding bodies.

Fund Management

The funds in this reserve will fluctuate depending on funding mechanisms and the nature of grant allocations.

Term of the Reserve

This reserve operates in perpetuity but may not always have funds allocated to it.

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Jones Lake Road Rehab Reserve	Purpose To reserve monies for the future closure and rehab of the landfill site at Jones Lake Road. Overview When operating a Landfill facility, it is an accounting and statutory requirement to maintain the ability to cover the contingent liability associated with the rehabilitation of the site. Fund Management <u>The required reserve balance will be reviewed annually having regard to the estimated cost and timing of landfill works, rehabilitation and post-transition requirements, and the Shire's long-term financial capacity.</u> <u>Annual contributions to the reserve will be considered through the annual budget process, having regard to the anticipated rehabilitation liability and the existing reserve balance. It is predicted that the Jones Lake Road Landfill will cease operation in approximately 2025. Whilst the Shire has been undertaking some rehabilitation work throughout the life of the landfill it is likely that significant expenditure will be needed to officially close the site.</u> <u>The Council have committed to contributing \$50,000 per annum, from 2020/2021 to the reserve, which should result in the reserve having a balance of \$250,000 by June 2025. This should be sufficient to at least offset a considerable portion of the rehabilitation costs.</u> Term of the Reserve This reserve will remain in operation until there is no longer a need to have a provision for the rehabilitation of the Jones Lake Road landfill site.
Morawa-Yalgoo Road Maintenance Reserve	Purpose To be used to fund any future maintenance works on the Morawa Yalgoo Road. Overview This reserve was created as part of a Road User Agreement between Egan Street Rothsay and the Shire of Morawa. Contributions received from the Egan Street Rothsay mining operations haulage in line with tonnages hauled on the Morawa Yalgoo Road will be apportioned between current year costs and allocations to this reserve for future maintenance. It is acknowledged that for heavy vehicle haulage the impacts on the road especially subgrade may not become evident during the 4-year mining lifespan so funds must be retained to cover future costs. Fund Management The annual reserve transfer will be equal to the income from the road user agreement minus any current year expenditure that is above pre-2021 maintenance expenditure on the Morawa Yalgoo Road. Term of the Reserve

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	This Reserve will operate until such time as the Road Users Agreement is no longer active and all the funds have been spent renewing/maintaining Morawa Yalgoo Road.
Unspent Loans Reserve	Purpose ~~To be used to quarantine any unspent loan funds at year end due to incomplete projects.~~ Overview ~~This Reserve is designed to be used when and if any loan funds received during the year remain unspent as of 30 June. The remaining funds will then be available to expend in the following year.~~ ~~Any transfer to and from this Reserve will be an operational transfer and reported to Council when the transfer amount is known.~~ Fund Management ~~In general, the Shire aims to expend loan amounts in the year they are received however for large projects or due to project delays this is not always the case. As such it is a requirement that the funds are quarantined to ensure they are used for their intended purpose. This will be made clear to Council at the budget development period.~~ Term of the Reserve ~~This reserve operates in perpetuity but may not always have funds allocated to it.~~
Insurance Works Reserve	Purpose To provide funding for the repair, restoration, and maintenance of Shire assets, including works undertaken prior to the receipt of insurance proceeds. Overview This Reserve is designed to support the timely repair and reinstatement of Shire assets where works have been completed or are required before insurance funds are received. Fund Management The Reserve is not intended for routine maintenance or operational repairs. Funds may only be used for insurance-related asset repairs, replacements, or restoration works approved through the budget process or by Council resolution. Term of the Reserve This reserve operates in perpetuity but may not always have funds allocated to it.
Information Technology Reserve	Purpose To provide funding for the future renewal, replacement, upgrade and acquisition of the Shire's information technology assets, systems and infrastructure.

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	Overview The Information Technology Reserve is established to fund future investment in the Shire's technology environment, including hardware, software, network infrastructure, cybersecurity initiatives and communication systems, ensuring the reliable and efficient delivery of Council services. Fund Management The Reserve provides for planned future technology upgrades and replacements. Annual contributions are made to ensure sufficient funds are available for major system renewals, including the anticipated replacement of core software systems and other strategic technology projects. Term of the Reserve The Reserve will operate on an ongoing basis and remain in place while there is a need to fund future information technology renewal, replacement, upgrade and acquisition requirements.
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Transfers of Funds

Interest earned on Reserve funds

All interest earned on the investment of Reserve funds shall be allocated and deposited to reserve accounts not the general municipal fund. ~~The interest from the Grants and Contributions Reserve and Unspent Loans Reserve will be applied across the other reserves given the amounts in these reserves are set and fixed for a pre-designated purpose.~~

Interest earned on the reserve funds can vary depending on the amounts held in each reserve and the interest rates received. These variances will impact on the amounts transferred into reserves each month and may vary from the amount budgeted.

Only 15% of interest earned relating to the Morawa Future Fund Principal Reserve shall be allocated back to that reserve, the other 85% should be allocated to the Future Fund Grant (Interest) Reserve.

General Transfers To and From Reserves:

All transfers from a reserve must be for the agreed purpose for which the Reserve was created.

Transfers Approved as Part of the Budget Process	In most cases the transfer of funds from reserves will be approved as part of the Annual Budget process or the Budget Review process. For example, capital works projects include details of project funding including any planned use of reserves. Projects are then evaluated and approved in the budget process.
Transfers in Excess of Approved	In cases where a transfer of funds to or from a reserve was approved in the budget but subsequently a higher-level transfer is required then approval must be sought prior to the transfer being made. Except in the case of extra

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Budget	interest being earned on the reserves, in which case no approval is required to allocate the extra interest income to the reserves. For amended transfers into a reserve which represent a variance to the budget estimate of \$50,000 or less, CEO approval is required. For amended transfers from a reserve which represent a variance to the budget estimate of \$20,000 or less, CEO approval is required. All other reserve transfer variations more than the budget must be by way of Council Resolution.
Transfer Below the Approved Budget	In cases where a transfer of funds to or from a reserve was approved in the budget but subsequently a lower-level transfer is required then approval must be sought prior to the transfer being made. Except in the case of less interest being earned on the reserves, in which case no approval is required to reduce interest income allocated to the reserves. For amended transfers into a reserve below the budget estimate Council approval is required. For amended transfers from a reserve below the budget estimate, CEO approval is required if the transfer is attributed to an underspend on a project or activity or an alternate income source was identified, for all other reasons. Council approval is required.
Transfers not Approved in the Budget	All new reserve movements not estimated within the annual budget must be approved by Council. Except where they relate to reserves identified under the focus area of Statutory Obligations, for these reserve types the CEO may approve transfers but must report the use of the reserve to the next meeting of Council.

Closure of Reserve Accounts

Most reserve accounts will operate in perpetuity but there are some that will have a useful life. These reserve accounts will be closed once all the funds have been utilised and will no longer be reported on. After finalisation of the Annual Financial Statements a report with a list of Reserve Accounts that need to be closed (if any) will be taken to Council for endorsement. If a reserve has reached the end of its use any funds left in the reserve will be transferred to either the Municipal Fund or another Reserve as determined by Council.

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FIN10 Cash Reserves Management Policy

Aim	To provide strategic support and direction for the establishment and utilisation of Cash Backed Reserves (Reserves).
Application	All staff & Councillors
Statutory Environment	<i>Local Government Act 1995, Section 6.11</i> <i>Local Government (Financial Management) Regulations 1996</i> <i>Australian Accounting Standards</i>
Approval Date	2021
Last Review	October 2026
Next Review	2030
Review Period	Every 4 years

Objectives

To ensure sustainable and responsible management of the Shire's cash backed reserves through consistent identification, administration and use of the funds.

Policy

This policy aims to ensure a consistent approach to the management of reserves as a means of delivering the Shire's objectives and sound financial management.

Reserves are accounts established and held within the municipal fund to hold cash retained by the Shire. Reserves represent a record of future obligations, or aspirations of projects and must be cash backed.

The key focus areas for the Shire's reserve funds are:

- Reducing business risk;
- Improving financial management;
- Improving strategic capacity; and
- Meeting statutory obligations and other external requirements.

For the purposes of efficient financial management, it is acknowledged that in lieu of borrowings, Reserve Funds may be used to assist the funding of specific projects and to fund unanticipated events that can occur from time to time.

Establishment of Reserve Accounts

The establishment of new reserves must be clearly articulated to Council, must generally fit within a focus area and the outcomes as listed in the table below (*table 1*), and each Reserves characteristics must be identified before approval for creation can be given.

The establishment of a new reserve must be approved by Council through the Annual Budget or by separate Council resolution.

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Any change to the purpose of a reserve, or use of reserve funds for another purpose, must comply with section 6.11 of the Local Government Act 1995, including any applicable absolute-majority, local public notice and financial reporting requirements.

The characteristics to be identified must include at least the following:

- Focus Area
- The name of the reserve
- The purpose of the reserve
- An overview of the reserve
- How the request for a new reserve eventuated
- The source of funds for the new reserve
- The use of the funds in the reserve

Table 1

Focus Area	Outcome
Business Risk	Reserves may be established to minimise the impact on Council operations in any one year from unanticipated events. Unanticipated events can arise from the impact of natural disasters or other unforeseen circumstances where financial risks cannot be fully recouped under an insurance policy or disaster funding. In addition, unanticipated events may include the use of employee entitlements reserves or the failure of assets critically important to maintaining service levels.
Financial Management	To manage the transition from a past budget period to a future accounting period, reserves may be established to hold restricted funds for transfer to a future period to match/offset the respective expenditure. Reserves may also be established to be used to accumulate funds for significant operating expenses that occur on a recurrent basis but require an annual allocation in every budget. Reserves established to save for the future renewal of assets with the funding of anticipated expenditure needs which provides the Shire with a financing tool to manage issues of intergenerational equity, reduce reliance on borrowings to fund long lived assets and to overcome the restriction of a single budget by smoothing the funding allocation over a longer period.
Strategic Capacity	On occasions, the Shire is offered strategic opportunities by the State/Federal government or a private sector partner in the provision and delivery of community initiatives and programs. These are usually in the form of external grants or contributions which require a financial contribution from the Shire. Sufficient notice may not be provided to develop a specific financing strategy to take advantage of these opportunities. Strategic Reserves may be established to maintain a level of savings

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	to access other opportunities subject to the outcomes aligning with the Shire's strategic community goals and priorities. Strategic reserves may be established for the provision of community grants or to safeguard funds from operational use.
Statutory Obligations	The <i>Local Government Act 1995</i> requires selected revenue streams to be quarantined and to only fund the purpose for which the revenue was raised. Examples are nominated service charges or specified area rates. Any revenue raised not used for the specified purpose must be held in a reserve until it is applied to the purpose in future periods. Money held in these reserves cannot be used for any other purpose. Developer contributions may be collected and used to fund specific assets in nominated areas.

Reserve Accounts

Focus Area - Business Risk

Leave Reserve	Purpose To be used to fund leave requirements. Overview The funds are held to ensure the Shire has enough funds to payout all staff leave entitlements as they fall due if insufficient funds are available in the normal operating budget. Fund Management Each year the finance team must review the reserve balance against the Annual and Long Service Leave balances of the three longest serving employees to ensure that the reserve balance is at least 10% higher than the Shire's leave liability for these employees. Term of the Reserve This reserve operates in perpetuity.
Legal Fees Reserve	Purpose To be used to fund any unforeseen legal action against the Shire of Morawa. Overview This reserve is designed to provide funds for any future legal challenge against the Shire of Morawa that may require substantial funding. Fund Management Legal costs against an entity can be substantial and often occur in relation to

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	unforeseen matters. To protect itself against future risks the Shire will aim to allocate \$50,000 to this reserve as a baseline only to be used for the designated purpose. Term of the Reserve This reserve operates in perpetuity.
Emergency Response Reserve	Purpose To be used to fund insurance excesses and emergency response activities in relation to unbudgeted events impacting the community or Shire assets outside of Council control. Overview The 2021 Cyclone Seroja event demonstrated that the Shire is at risk of significant insurance excesses and that the Disaster Recovery Funding Arrangements are cumbersome and slow, meaning the Shire may be required to allocate significant funds upfront to cover emergency works. Other emergency works may be required on roads or other assets when other events such as significant user damage occurs that are well above and beyond normal maintenance expectations. This may have unforeseen cashflow impacts or future budget impacts, as such it is deemed prudent to establish a reserve to protect against this. Fund Management Insurance excess for Cyclone damage is \$100,000 and it is likely the Shire could expend close to this amount for flood damage or other emergency events without immediate reimbursement. As such the Shire should aim to establish a baseline for the reserve of \$200,000 and only fall below this amount for the designated purpose. Council should also commit to restoring the baseline when disaster recovery or other reimbursements are received for works completed. Term of Reserve This reserve operates in perpetuity.

Focus Area – Financial Management

Plant Replacement Reserve	Purpose To be used to upgrade, replace, or purchase of new plant and equipment. Overview The Shire of Morawa holds Plant and Equipment assets worth approximately \$2.5m, depreciating at a rate of about \$250,000 each year. On the basis that all items of plant and equipment have a useful life and that the replacement or upgrade of major plant is beyond the capacity of the Council to fund in any one-year Council has established a reserve for the sole purpose of funding the replacement of plant & equipment when required. Fund Management Council will establish a clear Policy and document within the Corporate
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	Business Plan the expected plant replacement cycle aligned to major items of plant and equipment to forecast future expenditure and reserve movements. The Shire should be cautious with the use of this reserve and work to ensure the balance held in reserve does not fall below 50% of the replacement value of a new Grader. Term of the Reserve This reserve operates in perpetuity.
Sewerage Reserve	Purpose To be used to repair, replace, or extend the sewerage facility. Overview This reserve is designed to provide funds for major capital or maintenance works needed to be carried out on the sewerage system that Council operates. The Shire sewerage system represents an asset worth approx. \$2.4m depreciating at a rate of approx. \$45,000 per annum, more importantly the failure of this significant asset would have extreme consequences for the whole community. Fund Management The Sewerage Reserve funds are not designed to be used for general annual maintenance or minor/moderate repair works. The reserve funds are for works requiring major investment. As such the use of the reserve funds must have a clear purpose i.e., to replace a particular section. The Shire should look to transfer the difference between the annual sewerage income and the cost of maintaining the sewerage facility, including staff allocations, into the Sewerage Reserve. Term of the Reserve This reserve operates in perpetuity, whilst the Shire operates the town's sewerage system.
Swimming Pool Reserve	Purpose Funds to be used for any renewal/upgrade or maintenance of the Morawa Swimming Pool. Overview This reserve is designed to provide funds for any future capital or significant maintenance works that may be required to keep the Morawa Swimming Pool in good condition and operating efficiently. This facility represents an asset worth approx. \$2.4m depreciating at a rate of \$60,000 per annum, but more importantly the community relies on the facility throughout the summer months to provide essential recreation and respite from the high summer temperatures. Fund Management To protect the Shire against large scale works needed at the Morawa Swimming Pool the Shire will look to undertake a transfer of 50% of the annual asset depreciation into the reserve. This will help offset costs when renewal/upgrade works are required.

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	Term of the Reserve This reserve operates in perpetuity, whilst the Shire owns a swimming pool facility.
Aged Care Units 1 – 4 (JVA) Reserve	Purpose To fund future repair and maintenance costs associated with the Joint Venture Agreement Aged Care Units. Overview In 2016 the Shire was transferred the management of four aged care units, that were subject to a Joint Venture Agreement with the Department of Housing (Homeswest), from Morawa Community Care Inc. The use of these units was transferred subject to continued compliance with the joint venture agreement that is set to expire in 2043. The Shire is now responsible for the ongoing maintenance of the facilities. Fund Management The joint venture agreement requires the Shire to maintain a contingency reserve balance of not less than 25% of the proceeding years gross rent from the joint venture units. To simplify this process Council commits to maintaining a minimum balance in this reserve of \$27,500, which represents 100% of the maximum rent chargeable on all four units in 2021, based on the aged pension. It is unlikely even with pension increase that the required 25% would ever exceed this amount and so the Shire will not need to revise its minimum allocation over the next 20 years. Most maintenance and repairs on the facility is undertaken out of normal Shire operational funds and as such once the minimum value is achieved no interest will be applied to the reserve. Term of the Reserve This reserve operates in perpetuity whilst the Shire owns and operates Aged Care Units under a Joint Venture Arrangement.
Aged Care Units (Excl. 1–4) Reserve	Purpose To fund capital works expenditure relating to existing or new Aged Care Units. Overview The Shire currently owns and operates nine (9) Aged Care Units under various arrangements. Other than the four (4) units under a joint venture arrangement the other five (5) are under the direct management of the Shire. Unit five (5) was gifted to the Shire by Morawa Community Care Incorporated in 2016 without any joint venture encumbrances and with an initial surplus funds transfer of approximately \$60,000. Regardless of the underlying agreements leading to their creation the Shire is now responsible for the ongoing maintenance of the facilities. This reserve is designed to provide funds for future major expenditure on the Aged Care Units. The reserve purpose is also open to the construction of more aged care units should community demand and a lack of State services necessitate this.

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	Fund Management Whilst the Aged Care Units are not a high value asset compared to other Shire assets, the unique nature of the service provides scope for them to have a stand-alone reserve. Plus, with an ageing population the likelihood of more units being required into the future is high. The Shire will look to add \$2,000 per unit into the reserve each year to ensure the reserve balance continues to grow over time. Term of the Reserve This reserve operates in perpetuity whilst the Shire owns and operates Aged Care Units.
Capital Works Reserve	Purpose To reserve funds for the Shire to allocate towards expenditure on capital works, specifically the renewal or creation of Shire assets. Overview In essence the Shire should be looking to operationalise the general maintenance and running costs associated with Shire assets, as such the significant expenditure associated with Shire assets will come in the form of creation or renewal. Other than for designated high value or essential assets, the Shire needs to maintain a level of flexibility in relation to reserve funds for other assets. This will allow the Shire to allocate reserve funds to assets as needed and in response to unforeseen requirements. Council will still have control of the allocation of these funds at budget time or via resolution. Fund Management Given the Shire has approximately \$20m in building assets, \$35m in road assets and \$5m in other assets, with annual depreciation of these asset classes of approximately \$1.6m – it is unrealistic to think the Shire will ever have the financial capacity to expend the necessary funds on asset renewal. Through prudent Capital Works reserve allocations and business planning the Shire will seek to allocate reserves towards future use to smooth the year-to-year impact on ratepayers. The Shire commits to providing a minimum annual contribution to the capital works reserve equivalent to 2.5% of the estimated capital works expenditure in the annual budget (i.e., plan to spend \$2m on capital works put \$50,000 in the reserve as well). Term of Reserve This reserve operates in perpetuity

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Focus Area – Strategic Capacity

Future Funds (Principal) Reserve	Purpose To provide an ongoing conduit for benefits to the people and environment of Morawa in line with Sinosteel Midwest Corporation Future Fund Foundation Memorandum. Overview This reserve was set up from a partnership between the Shire and Sinosteel Midwest Corporation, as part of the establishment of their mining operations to provide a benefit to the local community. A Foundation Memorandum was established between Sinosteel Midwest Corporation and the Shire of Morawa. 85% of the interest earned on this reserve is transferred to the Future Fund Grant (Interest) Reserve for distribution to approved grant applicants. Fund Management As this reserve forms the principal from which the Future Fund Grant (Interest) Reserve is funded Council have committed to maintaining the balance of this reserve at minimum value \$2m (equivalent to the initial seeding funding from the Shire (\$900K) and Sinosteel (\$1.1m)) – the actual balance may be greater than this amount due to interest earned but Council has a firm commitment to not expend the reserve such that it falls below the minimum value. To maximise the interest returns related to the Future Funds (Principal) Reserve, Council have committed to investing 80% of the minimum value (\$1.6m) into term deposits. Term of the Reserve This reserve will operate in perpetuity.
Future Fund Grant (Interest) Reserve	Purpose To allocate funding to community-based projects financed from the interest received on the Future Fund (Principal) Reserve. Overview This reserve is designed to utilise 85% of the interest earned on the Future Fund (Principal) Reserve to aid applicants of the Morawa Sinosteel Future Fund Grant to deliver community-based projects. Fund Management The Morawa Sinosteel Future Fund Grant seeks to provide funding to grass-roots community organisations, including sporting groups, educational organisations, and community support organisations. Funding opportunities are considered by the Morawa Sinosteel Future Fund Committee, on an annual/biannual basis depending on funds available. In line with the deed of Grant the committee must consist of (1) the Shire President, (2) the Deputy Shire President, (3) the Chief Executive Officer, (4) two Shire of Morawa community residents that have been appointed to the committee.

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	The committee must ensure that the grants distributed are in line with the budgeted interest being allocated to the reserve in line with the Deed. Term of the Reserve This reserve will operate until there are no funds available to distribute.
Community and Economic Development Reserve	Purpose To fund significant community or economic development projects within the Shire of Morawa. Overview This reserve was created through the Shire receiving extraordinary untied income. This reserve is designed to provide funds for significant projects that will deliver a tangible realisable benefit to the community and economy of Morawa. It is not to be used for general capital or maintenance works. The strategic outcomes associated with the use of the reserve funds must deliver substantial benefits to the district. Fund Management Funds held in this reserve will be managed to preserve the capital available for future community and economic development projects while maximising investment returns where practicable. Council may approve the use of reserve funds for community or economic development initiatives where it is satisfied that the anticipated benefits to the Shire and the community justify the expenditure. Term of the Reserve This reserve will operate until there are no funds available to distribute.

Focus Area – Statutory Obligations

Jones Lake Road Rehab Reserve	Purpose To reserve monies for the future closure and rehab of the landfill site at Jones Lake Road. Overview When operating a Landfill facility, it is an accounting and statutory requirement to maintain the ability to cover the contingent liability associated with the rehabilitation of the site. Fund Management The required reserve balance will be reviewed annually having regard to the estimated cost and timing of landfill works, rehabilitation and post-transition requirements, and the Shire's long-term financial capacity. Annual contributions to the reserve will be considered through the annual budget process, having regard to the anticipated rehabilitation liability and the existing reserve balance.
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	Term of the Reserve This reserve will remain in operation until there is no longer a need to have a provision for the rehabilitation of the Jones Lake Road landfill site.
Morawa-Yalgoo Road Maintenance Reserve	Purpose To be used to fund any future maintenance works on the Morawa Yalgoo Road. Overview This reserve was created as part of a Road User Agreement between Egan Street Rothsay and the Shire of Morawa. Contributions received from the Egan Street Rothsay mining operations haulage in line with tonnages hauled on the Morawa Yalgoo Road will be apportioned between current year costs and allocations to this reserve for future maintenance. It is acknowledged that for heavy vehicle haulage the impacts on the road especially subgrade may not become evident during the 4-year mining lifespan so funds must be retained to cover future costs. Fund Management The annual reserve transfer will be equal to the income from the road user agreement minus any current year expenditure that is above pre-2021 maintenance expenditure on the Morawa Yalgoo Road. Term of the Reserve This Reserve will operate until such time as the Road Users Agreement is no longer active and all the funds have been spent renewing/maintaining Morawa Yalgoo Road.
Insurance Works Reserve	Purpose To provide funding for the repair, restoration, and maintenance of Shire assets, including works undertaken prior to the receipt of insurance proceeds. Overview This Reserve is designed to support the timely repair and reinstatement of Shire assets where works have been completed or are required before insurance funds are received. Fund Management The Reserve is not intended for routine maintenance or operational repairs. Funds may only be used for insurance-related asset repairs, replacements, or restoration works approved through the budget process or by Council resolution. Term of the Reserve This reserve operates in perpetuity but may not always have funds allocated to it.
Information Technology Reserve	Purpose To provide funding for the future renewal, replacement, upgrade and acquisition of the Shire's information technology assets, systems and infrastructure.

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	Overview The Information Technology Reserve is established to fund future investment in the Shire's technology environment, including hardware, software, network infrastructure, cybersecurity initiatives and communication systems, ensuring the reliable and efficient delivery of Council services. Fund Management The Reserve provides for planned future technology upgrades and replacements. Annual contributions are made to ensure sufficient funds are available for major system renewals, including the anticipated replacement of core software systems and other strategic technology projects. Term of the Reserve The Reserve will operate on an ongoing basis and remain in place while there is a need to fund future information technology renewal, replacement, upgrade and acquisition requirements.
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Transfers of Funds

Interest earned on Reserve funds

All interest earned on the investment of Reserve funds shall be allocated and deposited to reserve accounts not the general municipal fund.

Interest earned on the reserve funds can vary depending on the amounts held in each reserve and the interest rates received. These variances will impact on the amounts transferred into reserves each month and may vary from the amount budgeted.

Only 15% of interest earned relating to the Morawa Future Fund Principal Reserve shall be allocated back to that reserve, the other 85% should be allocated to the Future Fund Grant (Interest) Reserve.

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General Transfers To and From Reserves:

All transfers from a reserve must be for the agreed purpose for which the Reserve was created.

Transfers Approved as Part of the Budget Process	In most cases the transfer of funds from reserves will be approved as part of the Annual Budget process or the Budget Review process. For example, capital works projects include details of project funding including any planned use of reserves. Projects are then evaluated and approved in the budget process.
Transfers in Excess of Approved Budget	In cases where a transfer of funds to or from a reserve was approved in the budget but subsequently a higher-level transfer is required then approval must be sought prior to the transfer being made. Except in the case of extra interest being earned on the reserves, in which case no approval is required to allocate the extra interest income to the reserves. For amended transfers into a reserve which represent a variance to the budget estimate of \$50,000 or less, CEO approval is required. For amended transfers from a reserve which represent a variance to the budget estimate of \$20,000 or less, CEO approval is required. All other reserve transfer variations more than the budget must be by way of Council Resolution.
Transfer Below the Approved Budget	In cases where a transfer of funds to or from a reserve was approved in the budget but subsequently a lower-level transfer is required then approval must be sought prior to the transfer being made. Except in the case of less interest being earned on the reserves, in which case no approval is required to reduce interest income allocated to the reserves. For amended transfers into a reserve below the budget estimate Council approval is required. For amended transfers from a reserve below the budget estimate, CEO approval is required if the transfer is attributed to an underspend on a project or activity or an alternate income source was identified, for all other reasons, Council approval is required.
Transfers not Approved in the Budget	All new reserve movements not estimated within the annual budget must be approved by Council. Except where they relate to reserves identified under the focus area of Statutory Obligations, for these reserve types the CEO may approve transfers but must report the use of the reserve to the next meeting of Council.

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Closure of Reserve Accounts

Most reserve accounts will operate in perpetuity but there are some that will have a useful life. These reserve accounts will be closed once all the funds have been utilised and will no longer be reported on. After finalisation of the Annual Financial Statements a report with a list of Reserve Accounts that need to be closed (if any) will be taken to Council for endorsement. If a reserve has reached the end of its use any funds left in the reserve will be transferred to either the Municipal Fund or another Reserve as determined by Council.

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RTED02 Tourism

Aim	To recognise that tourism is an important contributor to the local economy.
Application	Shire of Morawa and tourism stakeholders
Statutory Environment	N/A
Approval Date	December 2023
Last Review	October 2026
Next Review	2028
Review Period	2 years

Objective

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

Policy

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

The Shire will in particular:

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

Ordinary Council Meeting 27 October 2026.

***Attachment 1 – 11.3.1a Adopted 2024 – Ten-Year Forward Works Program
2025-2035***

Attachment 2 – 11.3.1b Updated Road Maintenance Schedule 2026-27

***Item 11.3.1 – Annual Road Maintenance Grading Program
Update***

Attachment 1 - 11.3.1a Adopted 2024 - Ten Year Forward Works Program 2025-2035.

	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35	
	Road work Length										
Road											
Broad Av	0.49										
Grove St (both sides)		1									
Dreghorn St			0.68								
Richter Av (both sides)				1							
White Av					0.8						
Harley St					0.17						
Granville St					0.68						
Prater St						0.75					
Gill St							0.68				
Winfield St								0.6			
Stokes Rd									0.83		
Caulfield Rd										0.75	
Totals	0.49	1	0.68	1	1.65	0.75	0.68	0.6	0.83	0.75	8.43

		KM Target Per Annum										
Road	SLKs	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35	Total KM Re-sheeted per road
Collins Road	0.00 to 2.00	2										2
Pintharuka West Road	2.48 to 25.14		6	2	3	3	3	4				23
Moffet Road	0.00 to 3.50										4	4
Fabling Road	0.42 to 9.12									5	4	9
Franco Road	0.00 to 9.97							5	5			10
Yammapool Road	0.00 to 9.30								4	4	1	9
Old Three Springs Road	5.90 to 14.13				3	3	3					9
Malcolm Road	0.03 to 5.06	5										5
Arrinooka Road	1.06 to 14.20		5	2	3							13
Canna North East Road	12.66 to 19.57					3	3	1				7
Norton Road	6.16 to 7.90	2										2
Olden Road	0.00 to 1.00	1										1
Total Re-sheeting per annum		10	11	4	9	9	9	10	9	9	9	94

Roads receiving 1 grade per year			
Road Name	Start	End	Length (Km)
Barr Rd	Yammapool Rd	East Boundary	2.05
Bayliss Rd	Neates Rd	End of Road	3.06
Caldwell Rd	Pallotine Rd	Northern Shire Boundary	1.66
Catto Rd	Yammapool Rd	Yongarloo Rd	3.48
Cox Rd	Indar Rd	End of Road	2.16
Heitman Rd	Nanekine Rd	Streets Rd	7.84
Knight Rd	Koolanooka South Rd	Gaston Rd	2.16
Kowald Rd	Offszanka Rd	End of Road	5.09
Malcolm Rd (B)	Wubin Mullewa Rd	Malcolm Rd	0.87
McGlew St	Rubbish Tip Rd	Valentine St	0.19
Moore Rd	Fallon Rd	End of Road	1.75
Murray Rd	Munckton Rd	Slk 1.8	1.8
Newnham Rd	Gerber Rd	End of Road	5.31
Old Neagle St	Stokes Rd	Cemetary Gates	0.4
Powell St	Burton Rd	Start of Seal	0.03
Ross Rd	Wubin Mullewa Rd	Evaside Rd	3.49
Rubbish Tip Access Rd	Stokes Rd	Rubbish Tip	2.59
Ryan Rd	Moffet Rd	Boss Rd	4.83
Sparks Rd	Morawa Yalgoo Rd	End of Road	2.85
Taseff Rd	Fitzgerald Rd	Gutha East Rd	8.13
Unknown Rd 160	Gutha East Rd	Evaside Rd	0.38
Unknown Rd 162	Koolanooka Springs Rd	End of Road	1.45
Valentine St	McGlew Rd	Start of Seal	0.02
Waddilove Rd	End of Seal	End of Road	0.13
Wilton Rd	Nanekine Rd	Western Shire Boundary	3.1
Yewers Av	Start of Road	Start of Seal	0.02
Total Road KMs receiving 1 Grade Per Annum			64.84
Roads receiving 2 grades per year			
Road Name	Start	End	Length (Km)
Arrinooka Rd	Wubin Mullewa Rd	Mullewa Shire Boundary	13.18
Barnes Rd	Robinson Rd	Gutha West Rd	4.61
Baxter Rd	Jones Lake Rd	Norton Rd	4.64
Bell Rd	End of Seal	Evaside Rd	19.02
Bickford Rd	Gutha East Rd	Sermon Rd	7.6
Bligh Rd	Neates Rd	Three Springs Shire Boundary	2.04
Bore Rd	Johnson Rd	Gutha East Rd	8.05
Broad Rd	White Rd	Pintharuka West Rd	4.36

Road Name	Start	End	Length (Km)
Burma Rd	Morawa Mingenew Rd	White Rd	6.47
Burton Rd	End of Seal	Powell St	0.57
Calver Rd	Morawa South Rd	Perenjori Shire Boundary	10.7
Club Rd	End of Seal	End of Road	0.53
Coaker Rd	Boss Rd	White Rd	3.73
Croot Rd	North East Canna Rd	Northern Shire Boundary	5.74
Fallon Rd	Perenjori Shire boundary	Koolanooka Springs Rd	8.13
Fallon Rd	Slk 11.07	Krummel Rd	5.44
Fitzgerald Rd	Morawa Yalgoo Rd	Ludlow Rd	10.31
Gaston Rd	Calver Rd	Wubin Mullewa Rd	4.06
Gerber Rd	North East Canna Rd	End of Road	5.59
Healy Rd	Wooltana Rd	Mingenew Morawa Rd	4.16
Hoey Rd	Jones Lake Rd	Munckton Rd	4.65
Holder Rd	Toohey Rd	Gutha East Rd	5.22
James Rd	Mingenew Morawa Rd	Start of Seal	4.08
Jenkins Rd	Gerber Rd	Northern Shire Boundary	8.57
Johnson Rd	Bell Rd	Morawa Yalgoo Rd	11.43
Jones Lake Rd	Slk 9.08	Slk 10.27	1.19
Jones Lake Rd	Slk 10.68	Judge Rd	1.38
Judge Rd	Jones Lake Rd	Fallon Rd	5.27
Kadji Lake Rd	Morawa Yalgoo Rd	Kadji Rd	11.47
Koolanooka Dam Rd	Koolanooka South Rd	Jones Lake Rd	5.47
Koolanooka South Rd	Norton Rd	Southern Shire Boundary	7.16
Krummel Rd	Fallon Rd	Kadji Lake Rd	5.61
Letterbox Rd	White Rd	Pintharuka West Rd	3.65
Lochara Rd	Fallon Rd	Perenjori Shire Boundary	8.31
Ludlow Rd	Kadji Lake Rd	Gutha East Rd	11.71
Malcolm Rd	End of Seal	Southern Shire Boundary	5.01
Moffet Rd	Pintharuka West Rd	Morawa Mingenew Rd	11.37
Muthingootha Rd	Gutha East Rd	Bell Rd	5.03
Neates Rd	End of Seal	Yongarloos Rd	13.5
North Rd	Bell Rd	Johnson Rd	5.01
Old Mullewa Rd	Bell Rd	Morawa Yalgoo Rd	3.03
Old Three Springs Rd	End of Seal	Three Springs Morawa Rd	14
Orango Rd	White Rd	Pintharuka West Rd	3.7

Road Name	Start	End	Length (Km)
Pallotine Rd	North East Canna Rd	Western Shire Boundary	4.36
Pintharuka Dam Rd	Wubin Mullewa Rd	Bell Rd	5.12
Pintharuka East Rd	Wubin Mullewa Rd	Bell Rd	4.42
Pulbrook Rd	Mcdonald Rd	Gerber Rd	5.1
Robinson Rd	Indar Rd	Wubin Mullewa Rd	11.42
Rothsay Rd	Wubin Mullewa Rd	Morawa Yalgoo Rd	7.99
Rubbish Tip Rd	McGlew St	Jones Lake Rd	1.66
Stokes Rd	End of Seal	Rubbish Tip Access Rd	1.02
Streets Rd	Western Shire Boundary	Nanekine Rd	12.13
Swanson Rd	Williamson Rd	Toohey Rd	5.35
Tait Rd	Olden Rd	Fallon Rd	2.78
Tilley St	End of Seal	McGlew St	0.28
Toohey Rd	Holder Rd	Stephens Rd	8.23
Tubby Rd	Robinson Rd	Mickie Rd	3.03
Valentine Rd	Three Springs Morawa Rd	Three Springs Morawa Rd	8.13
Vandeleur Rd	Moffet Rd	Wubin Mullewa Rd	7.96
Ways Rd	Fabling Rd	Canna North East Rd	6.98
White Rd	Moffet Rd	Orango Rd	12.74
Williams Rd	Wubin Mullewa Rd	Moffet Rd	7
Winterbourne Rd	Mingenew Morawa Rd	Vandeluer Rd	4.13
Wooltana Rd	Old Three Springs Rd	Three Springs Morawa Rd	4.07
Wornes Rd	Wubin Mullewa Rd	Williams Rd	2.63
Yammapool Rd	Neates Rd	Mingenew Morawa Rd	9.3
Yandanoo Springs Rd	Gutha West Rd	Indar Rd	2
Yongarloo Rd	Mingenew Morawa Rd	Shire boundary	4.99
Total Road Distance Receiving 2 Grades Per Annum			427.57
Roads receiving 3 grades per year			
Road Name	Start	End	Length (Km)
Agar Rd	White Rd	Morawa Mingenew Rd	6.81
Boss Rd	Ryan Rd	Agar Rd	4.17

Road Name	Start	End	Length (Km)
Canna North East Rd	Fabling Rd	Jenkins Rd	19.12
Carslake Rd	Pintharuka West Rd	Pintharuka West Rd	6.97
Collins Rd	Carslake Rd	Gutha West Rd	7.79
Dreghorn Rd	End of Seal	Coaker Rd	3.62
Evaside Rd	End of Seal	Slk 8.7	8.43
Fabling Rd	Offszanka Rd	Williamson Rd	12.2
Franco Rd	Pintharuka West Rd	Morawa Mingenew Rd	9.97
Gutha East Rd	Ludlow Rd	Wubin Mullewa Rd	22.22
Gutha West Rd	Wubin Mullewa Rd	Slk 10.84	10.84
Gutha West Rd	Slk 11.17	End of Road	4.33
Indar Rd	End of Seal	Gutha West Rd	14.86
Madden Rd	Morawa Yalgoo Rd	Holder Rd	8.96
McDonald Rd	Morris Rd	End of Road	8
McWhirter Rd	Madden Rd	End of Road	8.1
Mickie Rd	Wubin Mullewa Rd	End of Road	5.47
Milloy Rd	Gutha West Rd	Pintharuka West Rd	12.11
Morris Rd	Williamson Rd	McWhirter Rd	8.08
Norton Rd	Wubin Mullewa Rd	Olden Rd	7.91
Olden Rd	Norton Rd	Tait Rd	1.92
Pintharuka West Rd	End of Seal	Western Shire Boundary	29.09
Sermon Rd	Morawa Yalgoo Rd	Eastern Shire Boundary	7.2
Stephens Rd	Evaside Rd	Fablings Rd	10.42
Tropiano Rd	Gutha West Rd	Pintharuka West Rd	6.12
Williamson Rd	Fablings Rd	Morris Rd	11.23
Total Distance of Roads Receiving 3 Grades Per Annum			255.94
Roads receiving 4 grades per year			
Road Name	Start	End	Length (Km)
Fallon Rd	Koolanooka Springs Rd	Slk 10.99	2.86
Koolanooka Springs Rd	Start of Road	End of Road	9.46
Mungada Rd	Koolanooka South Rd	East Shire Boundary	12.74
Total Distance of Roads Receiving 4 Grades Per Annum			25.06

Road Name	Start	End	Length (Km)
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Resourcing

Frequency of Grade per Annum	Distance (km)	Total (Distance times Frequency) (km)
Once	64.84	64.84
Twice	427.57	855.08
Three Times	255.94	767.82
Four Times	25.06	100.24
Total Maintenance Grading Program		1,788

SEALED ROAD MAINTENANCE

	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35
	Approx Length (km)									
Road Name										
Jones Lake Rd Stage 1	4.8									
Jones Lake Rd Stage 2										
Munckton Rd Stage 1										
Canna North East Rd			0.45							
Gutha East Rd			0.49							
Morawa Yalgoo Rd (southern end)* Stage 1			5.5							
Munckton Rd Stage 2			6							
Offszanka Rd			3.06							
Fabling Rd				0.56						
Gutha West Rd*				0.33						
Morawa Yalgoo Rd (southern end)* Stage 2				5						
Morawa Yalgoo Rd (southern end)* Stage 3		8.13			5					
Morawa Yalgoo Rd (southern end)* Stage 4						5				
James Rd							0.02			
Morawa Yalgoo Rd (southern end)* Stage 5							4.5			
Arrinooka Rd								1.01		
Nanekine Rd* Stage 1, Carry-over 24/25		800						5		
Nanekine Rd* Stage 2, 25/26		800							4.5	
Nanekine Rd* Stage 3, 26/27		700								4.4

Road Name				Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	SLK	Notes
Roads receiving 1 grade per year																	
Road Name	Start	End	Length (Km)														
Barr Rd	Yammapool Rd	East Boundary	2.05													0-2.05	
Bayliss Rd	Neates Rd	End of Road	3.06													0-3.06	
Caldwell Rd	Pallotine Rd	Northern Shire Boundary	1.66													0-1.66	
Catto Rd	Yammapool Rd	Yongarlool Rd	3.48													0-3.48	sandy
Cox Rd	Indar Rd	End of Road	2.16													0-2.16	
Heitman Rd	Nanekine Rd	Streets Rd	7.84													0-7.84	
Knight Rd	Koolanooka South Rd	Gaston Rd	2.16													0-2.16	
Kowald Rd	Offszanka Rd	End of Road	5.09													0-5.09	
Malcolm Rd (B)	Wubin Mullewa Rd	Malcolm Rd	0.87													0-0.87	
McGlew St	Rubbish Tip Rd	Valentine St	0.19													0-0.19	vegetation management/ guide posts
Moore Rd	Fallon Rd	End of Road	1.75													0-1.75	
Murray Rd	Munckton Rd	Slk 1.8	1.8													0-1.8	
Newnham Rd	Gerber Rd	End of Road	5.31													0-5.31	guides posts
Old Neagle St	Stokes Rd	Cemetary Gates	0.4													0-0.4	
Powell St	Burton Rd	Start of Seal	0.03													0-0.03	
Ross Rd	Wubin Mullewa Rd	Evaside Rd	3.49													0-3.49	
Rubbish Tip Access Rd	Stokes Rd	Rubbish Tip	2.59													0-2.59	
Ryan Rd	Moffet Rd	Boss Rd	4.83													0-4.83	vegetation management/ guide posts
Sparks Rd	Morawa Yalgoo Rd	End of Road	2.85													0-2.85	
Taseff Rd	Fitzgerald Rd	Gutha East Rd	8.13													0-8.13	
Unknown Rd 160	Gutha East Rd	Evaside Rd	0.38													0-0.38	
Unknown Rd 162	Koolanooka Springs Rd	End of Road	1.45													0-1.45	
Valentine St	McGlew Rd	Start of Seal	0.02													0-0.02	
Waddilove Rd	End of Seal	End of Road	0.13													0-0.13	
Wilton Rd	Nanekine Rd	Western Shire Boundary	3.1													0-3.1	
Yewers Av	Start of Road	Start of Seal	0.02													0-0.02	
Total Road KMs receiving 1 Grade Per Annum			64.84														
Roads receiving 2 grades per year																	
Road Name	Start	End	Length (Km)														
Arrinooka Rd	Wubin Mullewa Rd	Mullewa Shire Boundary	13.18													0-13.18	guide posts
Barnes Rd	Robinson Rd	Gutha West Rd	4.61													0-4.61	
Baxter Rd	Jones Lake Rd	Norton Rd	4.64													0-4.64	guide posts
Bell Rd	End of Seal	Evaside Rd	19.02													0-19.02	
Bickford Rd	Gutha East Rd	Sermon Rd	7.6													0-7.6	
Bligh Rd	Neates Rd	Three Springs Shire Boundary	2.04													0-2.04	
Bore Rd	Johnson Rd	Gutha East Rd	8.05													0-8.05	
Broad Rd	White Rd	Pintharuka West Rd	4.36													0-4.36	
Burma Rd	Morawa Mingenew Rd	White Rd	6.47													0-6.47	
Burton Rd	full sealed		0.57													0-0.57	fully sealed
Calver Rd	Morawa South Rd	Perenjori Shire Boundary	10.7													0-10.7	
Club Rd	End of Seal	End of Road	0.53													0-0.53	
Coaker Rd	Boss Rd	White Rd	3.73													0-3.73	vegetation management/ guide posts
Croot Rd	North East Canna Rd	Northern Shire Boundary	5.74													0-5.74	
Fallon Rd	Perenjori Shire boundary	Koolanooka Springs Rd	8.13													0-8.13	
Fallon Rd	Slk 11.07	Krummel Rd	5.44													0-5.44	
Fitzgerald Rd	Morawa Yalgoo Rd	Ludlow Rd	10.31													0-10.31	guide posts
Gaston Rd	Calver Rd	Wubin Mullewa Rd	4.06													0-4.06	
Gerber Rd	North East Canna Rd	End of Road	5.59													0-5.59	
Healy Rd	Wooltana Rd	Mingenew Morawa Rd	4.16													0-4.16	
Hoey Rd	Jones Lake Rd	Munckton Rd	4.65													0-4.65	
Holder Rd	Toohey Rd	Gutha East Rd	5.22													0-5.22	
James Rd	Mingenew Morawa Rd	Start of Seal	4.08													0-4.08	needs gravel in wash out
Jenkins Rd	Gerber Rd	Northern Shire Boundary	8.57													0-8.57	
Johnson Rd	Bell Rd	Morawa Yalgoo Rd	11.43													0-11.43	crest,80km bend signs missing guid posts faded
Jones Lake Rd	Slk 9.08	Slk 10.27	1.19													0-1.19	
Jones Lake Rd	Slk 10.68	Judge Rd	1.38													0-1.38	
Judge Rd	Jones Lake Rd	Fallon Rd	5.27													0-5.27	
Kadji Lake Rd	Morawa Yalgoo Rd	Kadji Rd	11.47													0-11.47	
Koolanooka Dam Rd	Koolanooka South Rd	Jones Lake Rd	5.47													0-5.47	hollow could use a little bit og gravel, vegitiaion
Koolanooka South Rd	Norton Rd	Southern Shire Boundary	7.16													0-7.16	
Krummel Rd	Fallon Rd	Kadji Lake Rd	5.61													0-5.61	
Letterbox Rd	White Rd	Pintharuka West Rd	3.65													0-3.65	road sign on white road is missing
Locharda Rd	Fallon Rd	Perenjori Shire Boundary	8.31													0-8.31	
Ludlow Rd	Kadji Lake Rd	Gutha East Rd	11.71													0-11.71	

2026

2027

Complete

Road Name				Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	SLK	Notes
Malcolm Rd	End of Seal	Southern Shire Boundary	5.01													0-5.01	full resheet 2026
Moffet Rd	Pintharuka West Rd	Morawa Mingenew Rd	11.37													0-11.37	
Muthingootha Rd	Gutha East Rd	Bell Rd	5.03													0-5.03	
Neates Rd	End of Seal	Yongarloo Rd	13.5													0-13.5	
North Rd	Bell Rd	Johnson Rd	5.01													0-5.01	rd name sign faded/guide posts
Old Mullewa Rd	Bell Rd	Morawa Yalgoo Rd	3.03													0-3.03	
Old Three Springs Rd	End of Seal	Three Springs Morawa Rd	14													0-14	
Orango Rd	White Rd	Pintharuka West Rd	3.7													0-3.7	
Pallotine Rd	North East Canna Rd	Western Shire Boundary	4.36													0-4.36	
Pintharuka Dam Rd	Wubin Mullewa Rd	Bell Rd	5.12													0-5.12	
Pintharuka East Rd	Wubin Mullewa Rd	Bell Rd	4.42													0-4.42	
Pulbrook Rd	Mcdonald Rd	Gerber Rd	5.1													0-5.1	
Robinson Rd	Indar Rd	Wubin Mullewa Rd	11.42													0-11.42	
Rothsay Rd	Wubin Mullewa Rd	Morawa Yalgoo Rd	7.99													0-7.99	
Rubbish Tip Rd	McGlew St	Jones Lake Rd	1.66													0-1.66	
Stokes Rd	End of Seal	Rubbish Tip Access Rd	1.02													0-1.02	hole forming in culvert
Streets Rd	Western Shire Boundary	Nanekine Rd	12.13													0-12.13	
Swanson Rd	Williamson Rd	Toohey Rd	5.35													0-5.35	
Tait Rd	Olden Rd	Fallon Rd	2.78													0-2.78	
Tilley St	End of Seal	McGlew St	0.28													0-0.28	
Toohey Rd	Holder Rd	Stephens Rd	8.23													0-8.23	guide posts
Tubby Rd	Robinson Rd	Mickie Rd	3.03													0-3.03	
Valentine Rd	Three Springs Morawa Rd	Three Springs Morawa Rd	8.13													0-8.13	
Vandeleur Rd	Moffet Rd	Wubin Mullewa Rd	7.96													0-7.96	
Ways Rd	Fabling Rd	Canna North East Rd	6.98													0-6.98	
White Rd	Moffet Rd	Orango Rd	12.74													0-12.74	guide posts
Williams Rd	Wubin Mullewa Rd	Moffet Rd	7													0-7	
Winterbourne Rd	Mingenew Morawa Rd	Vandeluer Rd	4.13													0-4.13	
Wooltana Rd	Old Three Springs Rd	Three Springs Morawa Rd	4.07													0-4.07	
Wornes Rd	Wubin Mullewa Rd	Williams Rd	2.63													0-2.63	
Yammapool Rd	Neates Rd	Mingenew Morawa Rd	9.3													0-9.3	some gravel patching done 26,needs resheet
Yandanoo Springs Rd	Gutha West Rd	Indar Rd	2													0-2	vegetation management/ guide posts
Yongarloo Rd	Mingenew Morawa Rd	Shire boundary	4.99													0-4.99	
Total Road Distance Receiving 2 Grades Per Annum			427.57														
Roads receiving 3 grades per year																	
Road Name	Start	End	Length (Km)														
Agar Rd	White Rd	Morawa Mingenew Rd	6.81													0-6.81	
Boss Rd	Ryan Rd	Agar Rd	4.17													0-4.17	vegetation management/ guide posts
Canna North East Rd	Fabling Rd	Jenkins Rd	19.12													0-19.12	
Carslake Rd	Pintharuka West Rd	Pintharuka West Rd	6.97													0-6.97	
Collins Rd	Carslake Rd	Gutha West Rd	7.79													0-7.79	fully resheeted
Dreghorn Rd	End of Seal	Coaker Rd	3.62													0-3.62	vegetation management/ guide posts/signage
Evaside Rd	End of Seal	Slk 8.7	8.43													0-8.43	
Fabling Rd	Offszanka Rd	Williamson Rd	12.2													0-12.2	culvert need replacing/ guide posts
Franco Rd	Pintharuka West Rd	Morawa Mingenew Rd	9.97													0-9.97	
Gutha East Rd	Ludlow Rd	Wubin Mullewa Rd	22.22													0-22.22	
Gutha West Rd	Wubin Mullewa Rd	Slk 10.84	10.84													0-10.84	
Gutha West Rd	Slk 11.17	End of Road	4.33													0-4.33	
Indar Rd	End of Seal	Gutha West Rd	14.86													0-14.86	
Madden Rd	Morawa Yalgoo Rd	Holder Rd	8.96													0-8.96	
McDonald Rd	Morris Rd	End of Road	8													0-8	
McWhirter Rd	Madden Rd	End of Road	8.1													0-8.1	
Mickie Rd	Wubin Mullewa Rd	End of Road	5.47													0-5.47	
Milloy Rd	Gutha West Rd	Pintharuka West Rd	12.11													0-12.11	
Morris Rd	Williamson Rd	McWhirter Rd	8.08													0-8.08	
Norton Rd	Wubin Mullewa Rd	Olden Rd	7.91													0-7.91	full resheet 25/26
Olden Rd	Norton Rd	Tait Rd	1.92													0-1.92	1km resheeted 2026
Pintharuka West Rd	End of Seal	Western Shire Boundary	29.09													0-29.09	
Sermon Rd	Morawa Yalgoo Rd	Eastern Shire Boundary	7.2													0-7.2	
Stephens Rd	Evaside Rd	Fablings Rd	10.42													0-10.42	guide posts
Tropiano Rd	Gutha West Rd	Pintharuka West Rd	6.12													0-6.12	
Williamson Rd	Fablings Rd	Morris Rd	11.23													0-11.23	
Total Distance of Roads Receiving 3 Grades Per Annum			255.94														

[illegible]