



CONFIRMED MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON WEDNESDAY
16 MARCH 2016



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

**CONFIRMED MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE
COUNCIL CHAMBERS ON WEDNESDAY 16 MARCH 2016**

1.	Declaration of Opening.....	1
1.1	Recording of those present	1
1.2	Apologies.....	1
1.3	Approved leave of absence	1
1.4	Welcoming of visitors to the meeting.....	1
1.5	Announcements by the presiding member without discussion	1
2.	Public Question Time	1
2.1	Response to previous public questions taken on notice.....	1
2.2	Public question time	1
3.	Declarations of Interest	1
4	Confirmation of Minutes of Previous Meetings	1
4.1	Confirmation of Minutes 18 February 2016 – Ordinary Council Meeting	1
4.2	Confirmation of Minutes 25 February 2016 – Special Council Meeting	1
5.	Public Statements, Petitions, Presentations and Approved Deputations.....	1
6	Method of Dealing with Agenda Business	1
7	Reports.....	2
7.1	Reports from committees	2
7.2	Reports from the Chief Executive Officer	3
7.2.1	Status Report	3
7.2.1a	Status Report Attachment	5
7.2.2	Manager Finance and Accounting.....	10
7.2.2.1	Accounts Due for Payment (February 2016).....	10
7.2.2.1a	Attachment.....	12
7.2.2.2	Reconciliations (February 2016).....	18
7.2.2.3	Monthly Financial Statements (February 2016).....	22
7.2.2.3a	Attachment.....	24
7.2.2.4	Deceased Estate Property Gutha – March 2016.....	50
7.2.2.5	Shire of Morawa 2015/16 Financial Year Budget Review(Reports will be available prior to meeting).....	53
7.2.3	Community Development Officer.....	53
7.2.4	Project Officer.....	53
7.2.5	Executive Manager Development & Administration.....	53

7.2.6	Chief Executive Officer	54
7.2.6.1	Strategic Plan	54
7.2.6.1a	Strategic Plan Attachment	62
7.2.6.1b	Corporate Business Plan.....	63
7.2.6.3	Correspondence.....	88
7.2.6.4	Information Bulletin.....	88
8.	New Business of an Urgent Nature	88
9.	Applications for Leave of Absence	88
10.	Motions of Which Previous Notice Has Been Given.....	88
11.	Questions from Members without Notice.....	88
12.	Meeting Closed to Public.....	88
12.1.	Matters for which meeting may be closed	88
12.2.	Public reading of resolutions that may be made public	88
13.	Closure	88
14	Next Meeting	88

1 Declaration of Opening

The Shire President to declared the meeting open at 5:30pm.

1.1 Recording of Those Present

Cr K J Chappel	President
Cr D S Carslake	Deputy President
Cr D B Collins	
Cr J M Coaker	
Cr D S Agar	
Cr M J Thornton	
Cr K P Stokes	

Mr J Roberts	Chief Executive Officer
Ms S Appleton	Executive Manager Development & Administration
Mrs F Gledhill	Manager of Accounting and Finance
Mr P Buist	Principal Works Manager

1.2 Apologies

Nil

1.3 Approved Leave of Absence

Nil

1.4 Welcoming of Visitors to the Meeting

There were no visitors present.

1.5 Announcements by the Presiding Member without Discussion

Nil

2 Public Question Time

2.1 Response to previous public questions taken on notice

Nil

2.2 Public question time

Nil

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes of Previous Meeting

- 4.1 18 February 2016 – Ordinary Council Meeting
- 4.2 25 February 2016 – Special Council Meeting

COUNCIL RESOLUTION

**1603001 Moved: Cr Thornton
Seconded: Cr Stokes**

**That the Minutes - item 4.1 –18 February 2016 – Ordinary Council Meeting
and item 4.2 - 25 February 2016 Special Meeting be confirmed.**

**CARRIED
7/0**

5 Public Statements, Petitions, Presentations and Approved Deputations

Nil

6 Method of Dealing with Agenda Business

7 Reports

**7.1 Reports from Committees
Nil**

7.2 Reports from the Chief Executive Officer

7.2.2 Manager Finance and Accounting

7.2.3 Community Youth Development Officer

7.2.4 Project Officer

7.2.5 Executive Manager

7.2.6 Chief Executive Officer - Other

7.2 Reports from the Chief Executive Officer

<i>Date of Meeting:</i>	17 March 2016
<i>Item No:</i>	7.2.1
<i>Subject:</i>	Status Report –January 2016
<i>Date & Author:</i>	11 March 2016 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	18 February 2016 (Last Update to Council)

SUMMARY

The Status Report provides an update on the progress of matters that have come before Council where a decision was made.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa February 2016 Status Report.

BACKGROUND INFORMATION

The Status Report provides an update on the progress of matters that have come before Council where a decision was made.

OFFICER'S COMMENT

As per the Status Report

COMMUNITY CONSULTATION

As per the Status Report

COUNCILLOR CONSULTATION

As per the Status Report

STATUTORY ENVIRONMENT

Shire of Morawa Meeting Procedures Local Law 2012 (Standing Orders).

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Accepts the Shire of Morawa Status Report for February 2016 as tabled.

COUNCIL RESOLUTION

**1603002 Moved: Cr Agar
 Seconded: Cr Collins**

That Council:

Accepts the Shire of Morawa Status Report for February 2016 as tabled.

**CARRIED
7/0**

That items 7.2.2.1 to 7.2.2.3 be moved enbloc

CARRIED
7/0

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	09 March 2016, Candice Smith Finance Officer
<i>Responsible Officer:</i>	Finance Officer
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0135
<i>Previous minute/s & Reference:</i>	

SUMMARY

A list of accounts is attached for all payments made for the month of February 2016.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council 17 March 2016

BACKGROUND INFORMATION

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

The local government has delegated to the CEO the exercise of power to make payments from the municipal fund or the trust fund, a list off accounts paid by the CEO is to prepare each month showing for each account paid since the last such list was prepared.

OFFICER'S COMMENT

Nil

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 –
REG 13

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses -

1. The list of accounts paid by the Chief Executive Officer under delegated authority, represented by:
 - Municipal EFT Payment Numbers EFT 8295 to EFT 8356 inclusive, amounting to \$115,574.66
 - Municipal Cheque Payments Numbered 11524 to 11535 and (4) totalling \$25,532.24
 - Municipal Direct Debit Payments Numbers DD4813.1 to DD4850.1 amounting to \$53,396.24
 - Payroll for February 2016
10/02/2016 - \$54,988.54
24/02/2016 - \$54,653.99

Item 7.2.2.1 was carried enbloc.

<i>Item No/Subject</i>	7.2.2.2 Reconciliations February, 2016
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	08 March 2016, Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Fred Gledhill / Candice Smith
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0189

SUMMARY

Local Government (Financial Management) Regulation 34 (1) (a) states that a Local Government must prepare financial statements monthly.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

The information provided is obtained from the Bank Reconciliations carried out for Municipal Bank/Reserves Bank and the Trust Bank to ensure all transactions have been accounted for.

OFFICER'S COMMENT

The Shire of Morawa's financial position is as follows:-

BANK BALANCES AS AT 29 February, 2016

Account	2016
Municipal Account #	\$758,969.09
Trust Account	\$9,291.08
Business Telenet Saver (Reserve) Account	\$6,284,927.37
WA Treasury O/night Facility (Super Towns) Account	\$719,897.25

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 29 February, 2016 with a comparison for 28 February, 2015 is as follows:

Account	2015	2016
Municipal Account #	\$1,496,870.93	\$754,225.49
Trust Account	\$8,572.80	\$9,991.08
Reserve Account	\$7,280,037.26	\$7,004,824.62

RESERVE ACCOUNT

The Reserve Funds of \$7,004,824.62 as at 29 February, 2016 were invested in:-

- Bank of Western Australia \$6,284,927.37 in the Business Telenet Saver Account and
- \$719,897.25 in the WA Treasury O/Night Facility.

Breakdown for February, 2016 with a comparison for February, 2015 is as follows:-

	2015	2016
Sports Complex Upgrade Reserve	\$0.00	\$ -
Land & Building Reserve	\$5,117.13	\$ 5,217.04
Plant Reserve	\$737,797.34	\$ 942,603.35
Leave Reserve	\$220,155.60	\$ 280,133.36
Economic Development Reserve	\$105,394.37	\$ 107,452.23
Sewerage Reserve	\$79,142.63	\$ 123,993.39
Unspent Grants & Contributions Reserve	\$853,302.70	\$ 995,013.57
Community Development Reserve	\$1,485,127.82	\$1,389,085.33
Water Waste Management Reserve	\$0.00	\$ -
Future Funds Reserve	\$2,148,108.66	\$2,182,431.34
Morawa Community Trust Reserve	\$18,810.33	\$ 11,078.85
Aged Care Units Reserve	\$8,804.23	\$ 8,976.12
Transfer Station Reserve	\$194,717.01	\$ 197,924.89
S/Towns Revitalisation Reserve	\$865,938.94	\$ 172,650.72
ST Solar Thermal Power Station Reserve	\$537,247.36	\$ 547,246.53
Business Units Reserve	\$20,373.14	\$ 41,017.90
TOTAL	\$7,280,037.26	\$7,004,824.62

TRANSFER OF FUNDS

NIL

STATUTORY ENVIRONMENT

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Section 3 – Finance 3.4.7 Risk Management Controls – Monthly bank reconciliations to be prepared for each account and reported to Council Monthly

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive –

1. The bank reconciliation report for 29 February, 2016.

COUNCIL RESOLUTION

Item 7.2.2.2 was carried enbloc.

<i>Item No/Subject</i>	7.2.2.3 Monthly Financial Statements
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	8 March, 2016; Candice Smith Senior Finance Officer
<i>Responsible Officer: Applicant/Proponent:</i>	Manager Accounting & Finance Candice Smith Senior Finance Officer Manager Accounting & Finance Fred Gledhill
<i>File Number: Previous minute/s & Reference:</i>	

SUMMARY

Local Government (Financial Management) Regulation 34(1)(a) states that a Local Government must prepare financial statements monthly.

DECLARATION OF INTEREST

NIL

ATTACHMENTS

The February Monthly Financial Activity Report pertaining to Councils operations is provided under separate cover. A copy of the schedules is available if required.

OFFICER'S COMMENT

NIL

STATUTORY ENVIRONMENT

Local Government Act 1995 and Local Government (Financial Management) Regulations.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Statement of Financial Activity and the Variance Report for the period ending the 29 February, 2016.

COUNCIL RESOLUTION

Item 7.2.2.2 was carried enbloc.

<i>Item No:</i>	7.2.2.4
<i>Subject:</i>	Deceased Estate Property Gutha – March 2016
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	4 March 2016, Katrina Kingston – Rates Officer
<i>Responsible Officer:</i>	Katrina Kingston
<i>File Number:</i>	ADM0055
<i>Previous minute/s & Reference:</i>	

SUMMARY

Lot 12 Simpson Street Gutha has unpaid rates since 2009. Currently it is in ownership of the Estate of PWJ Sermon. Lot 12 is a vacant block near Gutha Hall. It occasionally gets used when there are functions being held at Gutha Hall and is used as an overflow carpark.

DECLARATION OF INTEREST

Author has no interest

ATTACHMENTS

Nil

BACKGROUND INFORMATION

Council received a letter from the niece of PWJ Sermon in 2009, stating that they don't want the block and wish to turn it over to the shire. In October 2009 this was taken to council and the resolution was:

Moved: Cr M N Milloy-Rakich

Seconded: Cr G R North

Council support the request from Ms P Wells for the Shire of Morawa to accept ownership of Lot 12 Gutha. Carried

7-0

Since the resolution was made it was revealed that the deceased estate never went to probate and the niece does not have control of the block of land, therefore the Shire can't take ownership this way.

CS Legal has advised the Shire of 3 ways to move forward to obtain ownership/control of Lot 12 Simpson Street Gutha.

Options:

1. Request the Minister to return the land to Crown Land and the Shire can obtain permission to manage the land.
2. Sell the land due to unpaid rates and put it up for Auction, the Shire can bid for it.
3. Put the property up for sale due to unpaid rates of over 3 years, if the property doesn't sell after 12 months it can be transferred into the Shire's name.

Option one means that it is not actually owned by the Shire. Option two, the Shire runs the risk of being outbid by another buyer.

OFFICER'S COMMENT

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996

6.64. Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
 - (a) from time to time lease the land; or
 - (b) sell the land; or
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

6.68 . Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the **power of sale**) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local

- government —
- (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so.
- (3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.
- (3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

6.71 . Power to transfer land to Crown or to local government

- (1) If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the [Transfer of Land Act 1893](#) , and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —
 - (a) the Crown in right of the State; or
 - (b) the local government.
- (2) When a local government exercises the power referred to in subsection (1)(a) in relation to any land all encumbrances affecting the land are, by virtue of this section of no further force or effect against that land and the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, is to give effect to this section.
- (3) When exercising the power referred to in subsection (1)(b) the local government is required to pay the sum secured by, or payable under, a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State.
- (4) Schedule 6.3 has effect in relation to the exercise of the power referred to in subsection (1).

POLICY IMPLICATIONS

Section 3 – Finance 3.4.7 Risk Management Controls

FINANCIAL IMPLICATIONS

CS Legal fees to assist the Shire in this entire process. Fees subject to option chosen.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

- That:
- (1) Lot 12 Simpson Street Gutha, be put up for sale due to unpaid rates of more than 3 years.
 - (2) Should the property not be sold within 12 months, the property is to be transferred to the ownership of the Shire of Morawa and the Outstanding rates be written off.

COUNCIL RESOLUTION

**1603004 Moved: Cr Agar
 Seconded: Cr Coaker**

- That:
- (1) Lot 12 Simpson Street Gutha, be put up for sale due to unpaid rates of more than 3 years.**
 - (2) Should the property not be sold within 12 months, the property is to be transferred to the ownership of the Shire of Morawa and the Outstanding rates be written off.**

**CARRIED
7/0**

Item No/Subject

**7.2.2.5 Shire of Morawa 2015/16
Financial Year Budget Review**

Meeting Date:

17 March, 2016

Date & Author:

Manager Accounting & Finance

Applicant/Proponent:

File Number:

Voting Requirements

Absolute majority

INTRODUCTION

The purpose of this report is for Council to adopt the 2015/16 Budget Review

ATTACHMENTS

- Shire of Morawa Report on Budget Variances Greater than 10% and \$10,000.
- Statement of Financial Activity and Notes forming part of the Statement of Financial Activity Statement for the period 1 July 2015 to 30 June 2016
- 2015/16 Budget Review Financial Statements based on the December 2015 Financials.

BACKGROUND INFORMATION

The Local Government Act 1995 requires local governments to conduct an annual budget review between 1 January and 31 March each year. The outcome of the review is to be submitted to Council within 30 days of its completion. Council is then required to consider the outcome of the review submitted to it and is required to determine (by Absolute Majority) whether or not to adopt the review, any parts of the review or any recommendations made in the review.

A copy of the review and determination is to be provided to the Department within 30 days of council making its determination.

OFFICER'S COMMENT

A budget review has been conducted by the Acting Finance Manager, CEO, Principal Works Supervisor, Executive Manager Development & Administration and Project Officer.

The actual year-to-date figures for each account for December 2015 have been projected to the end of the financial year and have been compared to the annual budget figures.

Material variances have been flagged on the Statement of Financial Activity (Projected), in accordance with Council's policy which states that all actual variances exceeding 10% of budget and \$10,000 (both need to be breached) must be reported.

The attached Budget Variances report describes the major variances as reflected between the original adopted budget and the budget review.

Budget Impact

The net effect of projected income and expenditure to 30 June 2016 is that Council is expected to have a reasonable small surplus of \$4296 from this year's operations

STATUTORY ENVIRONMENT

Financial Management Regulation 33A – Review of Budget:

1. Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
2. Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the Council.
3. A council is to consider a review submitted to it and is to determine * whether or not to adopt the review, any parts of the review or any recommendations made in the review.* **Absolute majority required.**

Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department of Local Government and Communities.

POLICY IMPLICATIONS

In accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 Council has adopted the following materiality thresholds:

- Actual variances up to 5% of budget: Don't report
- Actual variances up to 10% of budget: Use management discretion
- Actual variances exceeding 10% of budget
And a value greater than \$10,000 Must be reported

FINANCIAL IMPLICATIONS

The Shire of Morawa 2015/16 Budget Review outcome is that Council is expected to have a reasonable small surplus of approximately \$4296 from 2015/16 operations

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

A budget review process provides an excellent basis for taking stock of current trends and movements in the financial affairs of the business as a means of projecting the likely financial outcome at financial year end. This then enables management to introduce measures to ensure that the desired financial result is achieved.

OFFICER'S RECOMMENDATION

That Council:

Adopts the Shire of Morawa 2015/16 Annual Budget Review comprising the Statement of Financial Activity and Notes forming part of the Statement of Financial Activity.

1603005 **Moved: Collins**
 Seconded: Cr Agar

That standing orders be suspended.

CARRIED
7/0

Standing orders were suspended at 5.35pm.

1603006 **Moved: Collins**
 Seconded: Cr Stokes

That standing orders be resumed.

CARRIED
7/0

Standing orders were resumed at 5.38pm.

COUNCIL RESOLUTION

1603007 **Moved: Thornton**
 Seconded: Cr Coaker

That Council:

Adopts the Shire of Morawa 2015/16 Annual Budget Review comprising the Statement of Financial Activity and Notes forming part of the Statement of Financial Activity.

CARRIED
7/0

7.2.6 Chief Executive Officer - Other

<i>Date of Meeting:</i>	17 March 2016
<i>Item No:</i>	7.2.6.1
<i>Subject:</i>	Strategic Plan Update and Progress Report
<i>Date & Author:</i>	11 March 2016 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	18 February 2016 (Last update to Council)

SUMMARY

The Strategic Plan Update and Progress Report provides an update on the progress of matters under the Integrated Planning and Reporting Process including the:

- Shire of Morawa Strategic Community Plan 2012, and
- Corporate Business Plan.

Other updates are also provided regarding the informing strategies including:

- The Long Term Financial Plan;
- The Asset Management Plan; and
- The Workforce Plan.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

- 2015/16 Project Summary Report;
- Shire of Morawa February 2016 *Strategic Plan Update and Progress Report*.

BACKGROUND INFORMATION

The Strategic Plan Update and Progress Report is provided to Council each month for information. The Strategic Community Plan was adopted 21 June 2012. A desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014. The four year review of the Strategic Community Plan has commenced with an Elected Member workshop held on the 10 March 2016.

Currently, the Strategic Community Plan has 106 actions listed:

Objective	Actions	Projects 2015/16	Programs 2015/16	Comment
1. A diverse, resilient and innovative economy	44	9	3	This objective is divided into 2 sub-objectives with 9 key projects and 3 programs covering 27 of the 44 actions which are due for completion in 2014/15
2. Protect and enhance the natural environment	13	5	0	5 key projects covering 13 strategic actions are required to be completed for 2014/15
3. A community that is friendly, healthy and inclusive	26	5	0	5 key projects covering 17 of the 26 actions are due for completion for 2014/15
4. A connected community with strong leadership	23	3	1	3 key projects and one program area covering 18 actions are due for completion for 2014/15

Table One: Summary of Strategic Actions

Accordingly, the progress of the projects and program areas covering the strategic actions for 2015/16 are tracked within the Corporate Business Plan. This is because:

- This plan has the projects or actions the Shire is required to achieve over a four year period to meet the objectives listed in the Strategic Community Plan;
- This approach will also ensure there is a cross link with the Status Report where Council has made a decision regarding the projects listed in the Corporate Business Plan from time to time; and
- The Corporate Business Plan also acknowledges the key operating costs for each program area and the external stakeholders.

Informing Strategies

Other reports that need consideration in terms of their impact on the Strategic Community Plan include the following informing strategies:

Long Term Financial Plan

The long term financial plan will be reviewed early in 2016. A budget allocation has been included in the 2015/16 budget.

Status

No change - The Long Term Financial Plan (LTFP) requires updating. UHY Haines Norton have provided a quote which has been included in the 2015/16 Budget. The LTFP will be updated in early 2016 after the update of the Asset Management Plans – see below.

Asset Management Plan

To date the review of the Asset Management Plan (AMP) has seen three of the four key areas completed. The final area for completion is that regarding plant and equipment for inclusion.

Status

Greenfield Technical Services have undertaken a full assessment of road infrastructure condition and fair values.

Roman II has been updated with local road data.

A consultant, Ben Symmonds, has been engaged to update the Shire's Asset Management Plans in February/March 2016.

Workforce Plan

The Workforce Plan is monitored by the Department of Local Government and Communities. This plan requires an assessment by staff.

Status

A final review is now required.

Information Communication and Technology (ICT) Plan

Although the ICT is not a formal requirement, the Department of Local Government and Communities highly recommends that such a plan is developed and implemented and provides the appropriate framework for such a plan on its website.

It should be noted that the Shire of Morawa does not have such a plan.

Status

Development of such a plan is required in line with the Local Government Audit Regulations - Regulation 17. The CEO will discuss with the Shire's IT contractor.

Other Key Informing Strategies

Other key plans that impact on the Strategic Community Plan and the Corporate Business Plan include the Local Planning Scheme and Strategy, the Growth Plan, the Mid West Investment Plan and the North Midlands Economic Plan and

Mid West Blueprint. Generally, links are made back from the Corporate Business Plan to the applicable project within this plan.

Risk Management Framework and Compliance Plan

The Shire CEO was required to have in place by the 31 December 2014 the following:

- A risk management policy;
- A risk management framework including processes, procedures and reporting; and
- A compliance plan

The CEO prepared a report to the audit committee on the appropriateness and effectiveness of the Shire's Risk Management systems and procedures in December 2014. This concluded the project.

OFFICER'S COMMENT

Strategic Community Plan

Further to the above, the success of the Strategic Community Plan (SCP) is based on the outcomes of the Corporate Business Plan and the key performance measures (KPIs) that have formed part of the SCP since March 2014. The key performance measures show the desired trend to be achieved for each objective (Economic, Environment, Social and Governance). The key performance measures were inserted into the SCP at the Council meeting on 20 March 2014. The four year review of the Strategic Community Plan has commenced with an Elected Member workshop held on the 10 March 2016.

Corporate Business Plan

The Corporate Business Plan Report is provided to Council each month. Accordingly, a summary report and full copy of the Corporate Business Plan report for February 2016 is attached.

In short, the progress of the Corporate Business Plan is summarised as follows:

Projects

Under the Corporate Business Plan, there are 35 projects that are monitored:

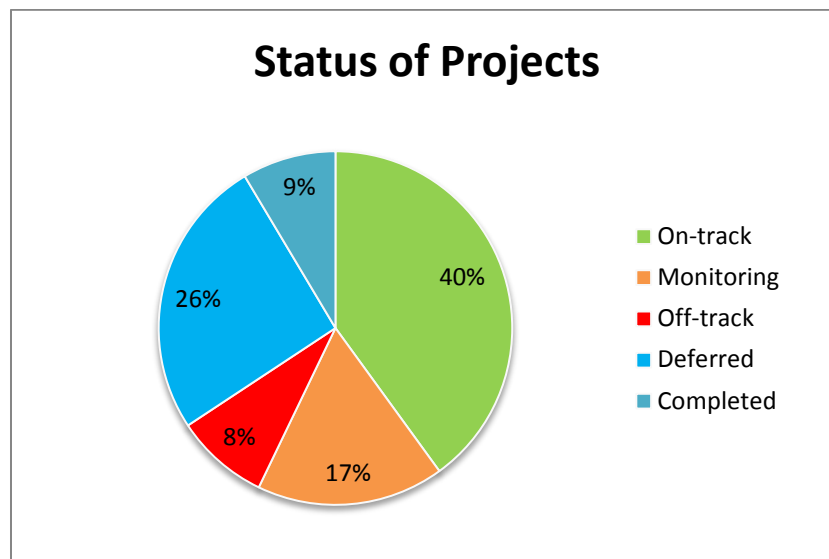


Chart 1: Breakdown on Status of Projects for 2015/16

The key things to note regarding Chart 1 - Breakdown on Status of Projects are:

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 56.81%.	
On-track	There are 14 (40%) projects on track (3, 5, 7, 8, 12, 13, 14, 21, 29, 31, 32, 33, 34, & 35).	
Monitoring	6 (17%) projects are at the monitoring level (4, 10, 18, 19, 20 and 27)	
Off-track	In total there are 3 (8%) projects off track (9, 15 and 30).	<p>The impacts on these projects include:</p> <ul style="list-style-type: none"> • Staff resourcing in terms of key roles has been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014. • The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> - Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. - MWDC requirement to continually review business cases (Project 15) ; • Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.
Completed	3 (9%) projects have been completed. (1, 2, and 26)	

Deferred	There are nine projects (26%) deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 & 28);	There is no change to the status of these projects following the desktop review of the Strategic Community Plan in August 2014.
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Programs

Under the Corporate Business Plan, there are four key program areas that are monitored:

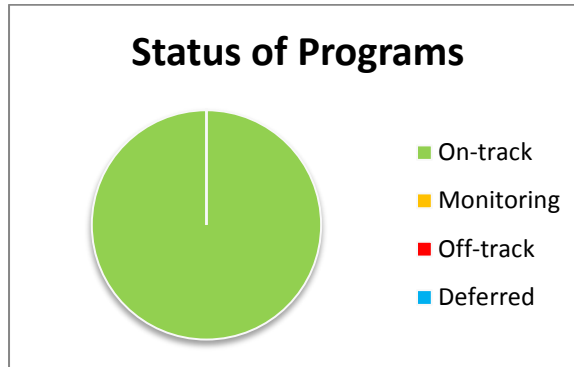


Chart 2: Breakdown on Status of Programs for 2015/16

Chart 2 indicates that four program areas on track i.e. the Roads (62%); Ongoing Health Care Provision (51%); Governance (50%); and Sports Facilities and Programs (60%). The programs on track are subject to key operational or day to day activities and are impacted by seasonal issues. The latter programs generally take time for the costs to come through.

COMMUNITY CONSULTATION

As per the Strategic Plan Update and Progress Report

COUNCILLOR CONSULTATION

As per previous reports to Council and the Information and CEO Briefing Sessions (Forums).

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996 Part 5 Annual Reports and Planning for the Future - Division 3 – Planning for the Future

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

As per the reporting requirements regarding the Strategic Community Plan and the Corporate Business Plan.

RISK MANAGEMENT

Under the Integrated Planning and Reporting Framework, the Shire of Morawa is required to meet the compliance requirements. By meeting each of the key requirements regarding Integrated Planning and Reporting, the Shire will avoid further scrutiny and action by the Department of Local Government and Communities.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Accepts the Shire of Morawa Strategic Plan Update and Progress Report for February 2016, as tabled.

COUNCIL RESOLUTION

**1603008 Moved: Cr Collins
 Seconded: Cr Agar**

That Council:

Accepts the Shire of Morawa Strategic Plan Update and Progress Report for February 2016, as tabled.

**CARRIED
7/0**

7.2.6.2 Correspondence

Nil

7.2.6.3 Information Bulletin

Nil

8. New Business of an Urgent Nature

Nil

9. Applications for Leave of Absence

Nil

10. Motions of Which Previous Notice Has Been Given

Nil

11. Questions from Members without Notice

Nil

12. Meeting Closed

12.1 Matters for which the meeting may be closed

12.2 Public reading of resolutions that may be made public

13. Closure

The Shire President closed the meeting at 5.40pm.

.....**Presiding Person**

14. Next Meeting

Ordinary Meeting 21st April 2016