



MINUTES FOR THE  
ORDINARY COUNCIL MEETING  
HELD ON Thursday  
**18th June 2015**



<p align="center"><b>CONFIRMED MINUTES OF THE ORDINARY MEETING OF COUNCIL</b>  <b>HELD IN THE COUNCIL CHAMBERS ON Thursday 18th June 2015</b></p>
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Ordinary Meeting 16th July, 2015	

**1     Declaration of Opening**

The Shire President to declare that the meeting open at 5.31pm

**1.1   Recording of Those Present**

Cr K J Chappel	President
Cr D S Carslake	Deputy President
Cr D B Collins	
Cr D J Coaker	Arrived at 5.34pm
Cr D S Agar	
Cr M J Thornton	
Cr K P Stokes	

Mr J Roberts	Chief Executive Officer
Ms S Smith	Executive Manager
Ms F Gledhill	Manager of Accounting and Finance
Mr P Buist	Principal Works Manager
Mr J Elliot	Project Officer

**1.2   Recording of Apologies**

Nil.

**1.3   Recording Leave of Absence Previously Approved**

Nil.

**1.4   Welcoming of Visitors to the Meeting**

Nil.

**1.5   Announcements by the Presiding Member without Discussion**

Nil.

**2     Public Question Time**

Nil.

**2.1   Response to previous public questions taken on notice**

Nil.

**2.2   Public question time**

Nil.

**3     Declaration of Interest**

Members are to declare financial, proximity and indirect interests.

Cr D B Collins declared an interest to Item 7.2.4.1 pertaining to the Licence to Use and Occupy Corridor Land Morawa Railway Station – Brookfield Rail.

**4 Confirmation of Minutes of Previous Meeting**

- 4.1 16th April 2015 - Ordinary Council Meeting
- 4.2 26th May 2015 - Special Council Meeting
- 4.3 9th June 2015 - Special Council Meeting

**COUNCIL RESOLUTION**

**Moved: Cr M J Thornton**

**Seconded: Cr D S Carslake**

**Items**

- 4.1 **Confirmation of Minutes 16th April 2015 – Ordinary Council Meeting**
- 4.2 **Confirmation of Minutes 26th May 2015 – Special Council Meeting**
- 4.3 **Confirmation of Minutes 9th June 2015 – Special Council Meeting**

**Be moved en bloc.**

**CARRIED  
6/0**

**5 Public Statements, Petitions, Presentations and Approved Deputations**

Nil.

**6 Method of Dealing with Agenda Business**

Nil.

**7 Reports**

Nil.

**7.1 Reports from Committees**

Nil.

**7.2 Reports from the Chief Executive Officer**

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.1</b>
<i>Subject:</i>	<b>Status Report – May 2015</b>
<i>Date &amp; Author:</i>	<b>10 June 2015 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp; Reference:</i>	<b>17 February 2015 (Last Update to Council)</b>

### **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 May 2015 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**

Council accepts the Shire of Morawa Status Report for May 2015.

### **COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**  
**Seconded: Cr D S Agar**

**Council accepts the Shire of Morawa Status Report for May 2015.**

**CARRIED**

MEETING	ITEM	ACTION REQUIRED	RESPONSE	OFFICER	TIME FRAME
Mar-08	8.1.2	Sinosteel Midwest Corporation Ltd – Entry Statement Project (Gateway Project)	<ul style="list-style-type: none"> <li>DPI has offered assistance to ensure that Ministerial Directions in relation to the Rail Siding development are met. Council has agreed to undertake an internal design review to establish suitable on ground structures going forward. CYDO has been commissioned to manage this project with initial community meeting held. Review process will incorporate the main town entry statements and a new northern entry statement along the realigned Mingenew – Morawa Road. Preliminary designs were rejected by Council at September 2010 Meeting. Public tender process initiated to seek alternate design proposals has been suspended. Shire is seeking preliminary design proposals on an array of various concepts for further Council consideration. Visiting artists from Geraldton toured site on 15<sup>th</sup> March 2011. Preliminary concept designs rejected by Council. Council Working Group established and met to identify a way forward to further the concept design process. Landscape adviser identified and visitation to site occurred on 29<sup>th</sup> November 2011 with a following submission. TPG have provided a proposal to provide a scoping design role under the Morawa Super Town Project.</li> <li>Council sub-committee and SMC representative met with principal consultants in Perth on 27<sup>th</sup> February 2012. Initial design proposal received and on site meeting held on 7<sup>th</sup> May 2012. Further design received for Council consideration.</li> <li>Informal discussion held between ACEO and Scott Whitehead (SMC) – June 2013? Topics included: <ul style="list-style-type: none"> <li>Gateway project;</li> <li>Future fund;</li> <li>Radio tower</li> </ul> </li> <li>Options now required to address status of this project: <ul style="list-style-type: none"> <li>CEO (Sean Fletcher) met with Scott Whitehead on 20 December 2013 and had a further meeting with SMC Legal Advisor Stuart Griffiths on 22 January 2014;</li> <li>Discussions highlighted that SMC is willing to allocate \$100,000 to the project or this level of funding to another town based project;</li> <li>Council informed of status at the Briefing Forum on 11 February 2014.</li> </ul> </li> <li>The former CEO suggested to Council at the February Council</li> </ul>	CEO / CYDO	Dec-13

			<p>meeting that perhaps it was time to revisit the Gateway Project. Council suggested that this should be done at the Briefing Forum regarding the Old Morawa Hospital. Some preliminary discussion was had on 20 March 2014.</p> <ul style="list-style-type: none"> <li>• SP, CEO &amp; Stuart Griffiths (SMC) met on 17 July 2014 to discuss the Gateway Project and the Future Fund.. SMC stated that the \$100,000 allocation was not tied to the Gateway Project. It was suggested it could be used for community benefit infrastructure such as a childrens' playground.</li> <li>• CEO met with Stuart Griffiths on 19 May 2015. CEO was advised that \$40,000 is available for allocation. Discussions took place about purpose. The possibility of using the funding for adventure equipment in the Town Square was received favourably.</li> </ul>		
Oct-09	8.1.2	Morawa Sports Ground Amenities Upgrade	<p>Hand basin in Ladies Changeroom is affected by distance from the hot water system – pressure issue. A quote has been received to improve the pressure. The quote of \$44k is prohibitive. This not a problem during the winter months as watering of the grounds not required (watering reduces water pressure).</p>	CEO	Oct-13
Feb-10	8.2.2	Morawa Perenjori Trail Master Plan	<ul style="list-style-type: none"> <li>• Initiate action to source grant funds to assist with development of Morawa Perenjori Trail Master Plan. R4R grant application lodged with the MWDC has been unsuccessful. Further grant funding options are being pursued. Approval for part funding for the Bush trial project has been received (\$65,000). Further funding for other projects is being sought from Lotteries West. A report was prepared for the August 2013 meeting for Council's consideration. Outcome was to defer project until Council's contribution could be budgeted.</li> <li>• Second application seeking \$65,000 was submitted in February 2013. There has been a delay due to State Elections in assessment of the application. Notification on the outcome of this application is expected January 2014;</li> <li>• Notified 5 March 2014 that the above application was unsuccessful;</li> <li>• The DCEO suggested on 20 March 2014 that perhaps there was an opportunity to combine the approved funding to the Gateway project. See Gateway Project comments.</li> <li>• No further action at this time.</li> </ul>	CEO	Dec-12
Jul-10	8.1.3	Heavy Industrial Land 10781 Stage 2	<ul style="list-style-type: none"> <li>• Commence with heavy industrial land subdivision stage 2 at Lot 10781 Morawa – Yalgoo Road in accordance with Council resolution. Awaiting resolution of future access to 'Club Road' which will impact on the final lots to be made available.</li> </ul>	DCEO	Dec-12

			<p>LandCorp has confirmed its interest and intent to develop the site into a new Industrial Estate for Morawa. Joint stakeholder meeting scheduled for 7<sup>th</sup> February 2011. One landholder has indicated a preference to returning the block to the Shire and another landholder has expressed an interest in developing the site. The latter has received Council approval to a proposed land development plan, but has not met timeframe requirements as required under contractual agreement. LandCorp land development application also received and adopted as a preferred plan by Council. WAPC currently considering subdivision application.</p> <ul style="list-style-type: none"> <li>• Stage 1 – Clearing: <ul style="list-style-type: none"> <li>◦ Landcorp Board met in October 2013 regarding the high cost of this project and has approved Stage 1 of a three stage program. (This will include Club Rd, clearing of the access roads and land to the subdivision). Work started 3 March 2014 and is completed;</li> </ul> </li> <li>• Stage 2 – Headworks: <ul style="list-style-type: none"> <li>◦ Will be funded by Landcorp. Approval to finalise funding will not occur until November 2014</li> </ul> </li> <li>• Stage 3 – Installation of Roadways: <ul style="list-style-type: none"> <li>◦ Funded by Landcorp with work to be done by Shire. Discussions have been held to explore the possibility of utilising surplus funds from the Town Centre projects when projects are complete in January 2015.</li> <li>◦ Letters have been sent to MWDC and DRD requested that surplus funds can be reallocated to Club Rd.</li> </ul> </li> </ul>		
Jul-10	Urgent Business	Club Road Access	<ul style="list-style-type: none"> <li>• A cost estimate has been received to construct a new thoroughfare to the east of 'Club Road'. WNR has also issued advice offering a 5 year lease to the Shire of Morawa for continued access to 'Club Road'. During the lease term, it is proposed that both parties agree to work together as a means of jointly resolving future access or otherwise to Club Road at the completion of the 5 year term. Club road has now been included as part of the Industrial subdivision process.</li> <li>• Department of Environment and Regulation permits approved end of December 2013.</li> <li>• Landcorp has recommended local contractor to assist with the clearing. This work ties in with Stage 1 of Heavy Industrial Land</li> </ul> <p><u>Note:</u> The progress on this project is now subject to the Industrial Sub-division outcomes. See previous item.</p>	CEO	Dec-13

Jun-11	8.2.1	Climate Change Risk Assessment & Adaptation Action Plan	<ul style="list-style-type: none"> <li>Implement adaptation action plan strategies rated 'extreme' and 'high' as budgetary and human resources permit.</li> <li>Consideration required to start funding actions in 2014/15</li> </ul>	CEO	Jun-13
Apr-13	8.2.2	Regional Mobile Tower Coverage	<ul style="list-style-type: none"> <li>DRD confirmed on 26 February 2014 that the \$1M from the CLGF-R component was approved by Cabinet and issued the FAA at the same time. Minister Redman made this announcement on 7 March 2014.</li> <li>In the interim, the CEO advised DRD (Meegan Babe – Project Officer) on 6 March 2014 that the project commencement date and access to funding is subject to endorsement by the MWDC Board re MWIP funding, which in turn is still subject to final approval by Cabinet.</li> <li>The MWDC Board met on 28 February 2014 to discuss the project. CEO asked for feedback on 6 March 2014 regarding the outcome of the meeting.</li> <li>The CEO and Project Officer also made a submission to the Commonwealth Government's \$100M Mobile Coverage Programme and have listed Merkanooka and Morawa East High as areas requiring a base station. The President based on comments made by some councillors at the Council meeting on 20 February 2014 suggested they contact the CEO on other potential locations. The CEO also asked for this information in the Councillor update issued on 28 February 2014 including whether Merkanooka North and Canna/Gutha North East was suitable;</li> <li>In an email to councillors on 19 March 2014, the author advised that the MWDC Board did not support the project. In short, the letter from the MWDC stated that funding from the Mid West Investment Plan to the seven sites is not supported (worth about \$2.2M) as: <ul style="list-style-type: none"> <li>The MWDC is continuing to work with the State Government regarding the implementation of RMCP Round 2 and that three of the seven sites have been included on the initial draft list of priority sites for the Mid West (Arrino, Latham and Yandanooka);</li> <li>Suggests the shires fund the other four towers themselves (for Morawa this means funding both towers – Merkanooka and Morawa East).</li> </ul> </li> <li>The letter was also sent to the participating member shire presidents.</li> <li>As discussed at a session with councillors on 20 March 2014: <ul style="list-style-type: none"> <li>In Morawa's case, there is not the capacity to fund the two towers (the expected cost is in the order of \$2M). As a result, it is highly doubtful that this project will now proceed</li> </ul> </li> </ul>	CEO	Jun-30

			<p>and leaves the recently awarded \$1M from the County Local Government Fund (CLGF) Regional component to this project at a loose end;</p> <ul style="list-style-type: none"> <li>○ Reallocate the \$1M CLGF – Regional component funding to another Morawa project that is regional in nature. In essence, the Shire of Morawa is entitled to the total allocation of this funding to a regional project due to the other shires already benefitting from earlier allocations out of the CLGF – Regional component;</li> <li>○ The Shire President advised that she has spoken to Shane Love MLA on 19 March 2014 to advocate further on this matter re the MWDC and funding from the MWIP. The author also then provided supporting information to Mr Love;</li> <li>○ In response, councillors suggested that the \$1M CLGF – R was allocated to the Morawa Airport project. The Shire President indicated that the other shires will need to agree.</li> </ul> <ul style="list-style-type: none"> <li>• On 1 April 2014 Megan from DRD contacted the author regarding whether the funds will be spent this financial year or next financial year. The author commented that the funds will be spent next financial year. Accordingly, Megan advised that the funds will be available from 1 July 2014 once the Shire needs this funding.</li> <li>• The CEO has advised the other CEOs that they need to meet to discuss the possibility of reallocating the \$1M CLGF – R funds to a Morawa project that is of regional benefit. He has also had the opportunity to have preliminary discussions with the CEOs of Three Springs and Mingenew and mention that the upgrade of the Morawa Airport meets the funding requirements.</li> <li>• Letter of Support received from the Shire of Mingenew 29 April 2014.</li> <li>• Business Plan completed and was endorsed at the December Council meeting.</li> <li>• Awaiting the outcome of the submission. Have discussed with MWDC.</li> </ul> <p><b>Note:</b> The 2013/14 Budget contained an additional \$250,000 for electrical works</p>		
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## Council Resolutions for Actioning or Attention Completed

	<b>Chief Executive Officer</b>				
Feb 2014	7.2.6.2	Management of Morawa Community Care Units	This matter is now handled by the Morawa Community Aged Care Committee.	CEO	Completed
Mar 2014	12.1.1	Proposal to Reallocate Solar Thermal Feasibility Funding (\$500,000)	<ul style="list-style-type: none"> <li>Letter requesting transfer of \$500,000 to the upgrade of the Morawa Airport issued 2 April 2014;</li> <li>This matter replaces the previous item on this matter (Western Power – September 2007)</li> <li><b>Business Plan completed and was endorsed at the December 2014 Council meeting.</b></li> </ul>	CEO	In Progress
	<b>Manager Accounting &amp; Finance</b>				
	Nil			MAF	
	<b>Project Officer</b>				
Apr 2014	7.2.4.1	Proposed Amendment No. 3 to Local Planning Scheme No. 2 (Omnibus Scheme Amendment)	<ul style="list-style-type: none"> <li>Matter was deferred at the April 2014 meeting pending further information;</li> <li>To be presented to the 19 June 2014 OCM</li> <li><b>Period of advertising seeking submissions closed 7 July 2014. No submissions received.</b></li> </ul>	PO	In Progress
	<b>Community Development Officer</b>			CYDO	
	Nil				

### Legend

1. Text in red indicates current action.
2. Table items shaded in yellow refer to long outstanding items (generally six months or more).
3. Table items in green refer to matters within the last six months.

## **7.2.2 Manager Finance and Accounting**

### **COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D B Collins**

#### **Items**

- 7.2.2.1 Accounts Due for Payment (April)**
- 7.2.2.2 Reconciliations April, 2015**
- 7.2.2.3 Monthly Financial Statements (April)**
- 7.2.2.4 Accounts Due for Payment (May)**
- 7.2.2.5 Reconciliations May, 2015**
- 7.2.2.6 Monthly Financial Statements (May)**

**Be moved en bloc.**

**CARRIED  
7/0**

<i>Date of Meeting:</i>	18 <sup>th</sup> June 2015
<i>Item No:</i>	7.2.2.1
<i>Subject:</i>	Accounts Due for Payment
<i>Date &amp; Author:</i>	27/05/2015 Lorraine Seward
<i>Responsible Officer:</i>	Finance Officer
<i>Applicant/Proponent:</i>	
<i>File Number:</i>	ADM 0135
<i>Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

A list of accounts is attached for all payments made for the month of April 2015.

### **DECLARATION OF INTEREST**

Nil

## **ATTACHMENTS**

List of accounts Due & Submitted to council 18<sup>th</sup> June 2015

## **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 of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared.

## **OFFICER'S COMMENT**

## **COMMUNITY CONSULTATION**

## **COUNCILLOR CONSULTATION**

## **STATUTORY ENVIRONMENT**

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 –  
REG 13

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

As per list of accounts

## **STRATEGIC IMPLICATIONS**

## **RISK MANAGEMENT**

## **VOTING REQUIREMENT:**

Simple Majority

### **OFFICER'S RECOMMENDATION**

It is recommended that the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- Municipal EFT Payment Numbers EFT 7350 to EFT 7446 inclusive, amounting to \$414,204.54
- Municipal Cheque Payments numbered 11384 to 11397 totalling \$7113.76;
- Municipal Direct Debit Payments Numbers DD4380.1 to DD4420.1 amounting to \$22,030.57 ;
- Payroll for April 2015

09/04/2015 - \$50,413.90

23/04/2015 - \$51,942.66

Be endorsed.

### **COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended that the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:**

- **Municipal EFT Payment Numbers EFT 7350 to EFT 7446 inclusive, amounting to \$414,204.54**
- **Municipal Cheque Payments numbered 11384 to 11397 totalling \$7113.76;**
- **Municipal Direct Debit Payments Numbers DD4380.1 to DD4420.1 amounting to \$22,030.57 ;**
- **Payroll for April 2015**

**09/04/2015 - \$50,413.90**

**23/04/2015 - \$51,942.66**

**Be endorsed.**

**CARRIED**

## Creditors Payment for April 2015

Chq/EFT	Date	Name	Description	Amount	Bank	Type
EFT7350	02/04/2015	Building Civil and Landscapes	Progress Claim 6	- 190749.56	1	CSH
EFT7351	08/04/2015	Morawa News & Gifts	Purchases	-445.43	1	CSH
EFT7352	08/04/2015	Kats Rural	Purchases	-199.75	1	CSH
EFT7353	08/04/2015	Morawa Roadhouse	Catering	-80.50	1	CSH
EFT7354	08/04/2015	Midwest Chemical & Paper Distributors	Purchases of Cleaning Supplies	-452.66	1	CSH
EFT7355	08/04/2015	Orica Australia	Purchase	-226.42	1	CSH
EFT7356	08/04/2015	S & K Electrical Contracting Pty Ltd	Repairs	-112.20	1	CSH
EFT7357	08/04/2015	ML Communications	Purchases	-96.53	1	CSH
EFT7358	08/04/2015	Wright -Way Glass & Mirrors	Purchases	-93.50	1	CSH
EFT7359	08/04/2015	Shire of Three Springs	Course	-802.60	1	CSH
EFT7360	08/04/2015	Central Midwest Service	Repairs	-803.00	1	CSH
EFT7361	08/04/2015	Pindawa Pastoral Company	Road Works	-5445.00	1	CSH
EFT7362	08/04/2015	Sokerol	Purchases	-82.08	1	CSH
EFT7363	08/04/2015	Ray White	Listing Fee	-384.00	1	CSH
EFT7364	08/04/2015	Kats Rural	Purchases	-295.00	1	CSH
EFT7365	08/04/2015	Morawa Drapery Store	Purchases	-2680.60	1	CSH
EFT7366	08/04/2015	Morawa Traders	Purchases	-246.71	1	CSH
EFT7367	08/04/2015	Midwest Chemical & Paper Distributors	Purchases	-229.92	1	CSH
EFT7368	08/04/2015	Geraldton Business Machines & Services	Removal Of photocopier	-1401.00	1	CSH
EFT7369	08/04/2015	Canine Control	Ranger Services	-928.16	1	CSH
EFT7370	08/04/2015	Courier Australia	Freight	-66.06	1	CSH
EFT7371	08/04/2015	Cramer & Neill	Repair	-181.50	1	CSH
EFT7372	08/04/2015	Frank Gilmour Pest Control	Pest control	-300.00	1	CSH
EFT7373	08/04/2015	Leading Edge Computers Dongara & Geraldton	Purchases	-1905.00	1	CSH

EFT7374	08/04/2015	LGIS Workcare	Insurance	-6706.35	1	CSH
EFT7375	08/04/2015	CleverPatch	Purchase	-104.94	1	CSH
EFT7376	08/04/2015	Statewide Steel	Purchase	-211.20	1	CSH
EFT7377	08/04/2015	Colliers International	Rent	-423.85	1	CSH
EFT7378	08/04/2015	Lets Party - Geraldton	Purchases	-13.05	1	CSH
EFT7379	08/04/2015	Josh Oliveri Auto Electrics	Repair	-139.70	1	CSH
EFT7380	08/04/2015	Glass co	Purchases	-190.13	1	CSH
EFT7381	08/04/2015	Aaron Lee	Purchases	-700.00	1	CSH
EFT7382	08/04/2015	City Rubber stamps & Trophies	Purchases	-83.95	1	CSH
EFT7383	09/04/2015	Australian Services Union	Payroll deductions	-100.40	1	CSH
EFT7384	16/04/2015	Black Ash Solutions Pty Ltd	Heath Black Consulting Services 7th and 8th MArch 2015	-6600.00	1	CSH
EFT7385	17/04/2015	Star Track Express	Freight Charges	-435.48	1	CSH
EFT7386	17/04/2015	BOC Limited	Gas Purchases	-9.31	1	CSH
EFT7387	17/04/2015	Morawa Traders	Purchases	-1234.98	1	CSH
EFT7388	17/04/2015	Landmark Operations Limited	Gas Purchase	-193.92	1	CSH
EFT7389	17/04/2015	BL & MJ Thornton Waste Removal Services	Waste Removal	-9557.40	1	CSH
EFT7390	17/04/2015	Landgate	Mining Tenements	-43.80	1	CSH
EFT7391	17/04/2015	Reliance Petroleum	Fuel Charges	-1843.07	1	CSH
EFT7392	17/04/2015	Clarkson Freightlines	Freight Charges	-2090.00	1	CSH
EFT7393	17/04/2015	GH Country Courier	Freight Charges	-91.16	1	CSH
EFT7394	17/04/2015	WA Local Government Association	Advertising	-194.80	1	CSH
EFT7395	17/04/2015	Courier Australia	Freight	-19.06	1	CSH
EFT7396	17/04/2015	The West Australian	Advertising	-174.72	1	CSH
EFT7397	17/04/2015	Bunnings Group Limited	Purchases	-135.49	1	CSH
EFT7398	17/04/2015	LGIS Risk Management	Risk Program	-4545.20	1	CSH
EFT7399	17/04/2015	Starick Tyres	Tyre Repairs	-2229.74	1	CSH
EFT7400	17/04/2015	Snap Osborne Park	Advitising Signs	-248.00	1	CSH
EFT7401	17/04/2015	Alinta Sales Pty Ltd	Alinta Bill	-213.68	1	CSH

EFT7402	17/04/2015	McIntosh & Son	Repair	-77.00	1	CSH
EFT7403	17/04/2015	Porter Consulting Engineers	Claim For work Completed	-660.00	1	CSH
EFT7404	17/04/2015	Morawa SES	Fuel Reimburesment	-37.94	1	CSH
EFT7405	17/04/2015	Gascoyne Appliance Repairs	Hire	-200.00	1	CSH
EFT7406	17/04/2015	Little Rhino Designs	nd Progress Payment	-26125.00	1	CSH
EFT7407	17/04/2015	Morawa Traders	Purchases	-144.10	1	CSH
EFT7408	17/04/2015	Landgate	Mining tenement chargeable	-43.80	1	CSH
EFT7409	17/04/2015	McDonalds Wholesalers	Purchases for national youth week	-356.65	1	CSH
EFT7410	17/04/2015	Vidguard Security Systems	Monitoring fees - Medical centre	-102.00	1	CSH
EFT7411	17/04/2015	Bob Waddell Consultant	Assistant with 2015/16 Annual Budget	-1089.00	1	CSH
EFT7412	17/04/2015	Staples	Printing 20/02/15 - 20/03/15	-1047.30	1	CSH
EFT7413	17/04/2015	Morawa IGA	Purchases	-917.94	1	CSH
EFT7414	17/04/2015	Garpen Pty Ltd	Parts	-180.00	1	CSH
EFT7415	17/04/2015	Star Track Express	Freight Charges	-65.13	1	CSH
EFT7416	17/04/2015	Kats Rural	Parts	-80.50	1	CSH
EFT7417	17/04/2015	Cramer & Neill	Maintenance	-1503.70	1	CSH
EFT7418	17/04/2015	Covs Parts Pty Ltd	Parts	-994.55	1	CSH
EFT7419	20/04/2015	Australian Taxation Office	March Bas	-14218.00	1	CSH
EFT7420	23/04/2015	Herbert Edward Kenyon	Cleaning	-166.25	1	CSH
EFT7421	23/04/2015	Morawa Roadhouse	Caravan Park Payment	-600.00	1	CSH
EFT7422	23/04/2015	Courier Australia	Freight	-51.26	1	CSH
EFT7423	23/04/2015	Geraldton Toyota	Car Service	-344.21	1	CSH
EFT7424	23/04/2015	Leading Edge Computers Dongara & Geraldton	Ink Purchases	-481.00	1	CSH
EFT7425	23/04/2015	Local Government Appointments	Consulting Fee	-1483.85	1	CSH
EFT7426	23/04/2015	Neverfail Springwater Limited	Monthly Fee	-14.30	1	CSH
EFT7427	23/04/2015	Snap Osborne Park	Artwork	-690.00	1	CSH
EFT7428	23/04/2015	Point Design Solutions	Artwork	-660.00	1	CSH
EFT7429	23/04/2015	Australian Local Government Association	Registration Fees	-2538.00	1	CSH
EFT7430	23/04/2015	Economic Regulation Authority	Annual Licence Charge	-2885.00	1	CSH

EFT7431	23/04/2015	Star Track Express	Purchases	-65.13	1	CSH
EFT7432	23/04/2015	BOC Limited	Purchases	-179.26	1	CSH
EFT7433	23/04/2015	Morawa Drapery Store	Purchases	-275.00	1	CSH
EFT7434	23/04/2015	Morawa Traders	Purchases	-132.05	1	CSH
EFT7435	23/04/2015	Landmark Operations Limited	Purchases	-17.66	1	CSH
EFT7436	23/04/2015	Geraldton Fuel Company Pty Ltd	Purchases	-23896.93	1	CSH
EFT7437	23/04/2015	S & K Electrical Contracting Pty Ltd	Purchases	-620.64	1	CSH
EFT7438	23/04/2015	GH Country Courier	Purchases	-41.88	1	CSH
EFT7439	23/04/2015	Australian Services Union	Payroll deductions	-100.40	1	CSH
EFT7440	24/04/2015	Midwest Quarries PTY LTD	Road base and stone	-80652.63	1	CSH
EFT7441	29/04/2015	Star Track Express	Freight	-81.19	1	CSH
EFT7442	29/04/2015	J.R. & A. Hersey Pty Ltd	Purchases	-505.89	1	CSH
EFT7443	29/04/2015	Felton Industries	Parts Purchases	-242.00	1	CSH
EFT7444	29/04/2015	Hitachi Construction Machinery (Australia) Pty Ltd	Parts Purchases	-1305.40	1	CSH
EFT7445	29/04/2015	Cramer & Neill	Repair	-385.40	1	CSH
EFT7446	29/04/2015	Water Dynamics Perth	Purchases	-1206.04	1	CSH
11384	02/04/2015	Shire of Morawa	Car Renwal	-51.40	1	CSH
11385	02/04/2015	Synergy	Power Bill	-1653.35	1	CSH
11386	02/04/2015	Telstra Corporation Limited	Phone Bill	-379.10	1	CSH
11387	08/04/2015	Telstra Corporation Limited	Phone Bill	-404.97	1	CSH
11388	08/04/2015	Morawa Licensed Post Office Emmlee's	PO Renewal	-46.00	1	CSH
11389	17/04/2015	City of Greater Geraldton	Consulatancy	-77.00	1	CSH
11390	17/04/2015	Synergy	Power Bill	-1333.25	1	CSH
11391	17/04/2015	Telstra Corporation Limited	Phone Bill	-694.15	1	CSH
11392	17/04/2015	Morawa Licensed Post Office Emmlee's	Postage	-359.25	1	CSH
11393	23/04/2015	Water Corporation	Water Bill	-756.69	1	CSH
11394	23/04/2015	Synergy	Power Bill	-152.55	1	CSH
11395	23/04/2015	Telstra Corporation Limited	Phone Bill	-325.05	1	CSH

11396	23/04/2015	Harvey Norman Furniture Geraldton	Purchases	-608.00	1	CSH
11397	23/04/2015	Orana Cinemas	Movie Tickets	-273.00	1	CSH
DD4380.1	08/04/2015	WA Local Government Superannuation Plan	Payroll deductions	-7628.21	1	CSH
DD4380.2	08/04/2015	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	-227.56	1	CSH
DD4380.3	08/04/2015	BT FINANCIAL GROUP	Superannuation contributions	-288.65	1	CSH
DD4380.4	08/04/2015	MLC Nominees Pty Ltd	Superannuation contributions	-210.78	1	CSH
DD4380.5	08/04/2015	Asteron Client Services	Superannuation contributions	-56.36	1	CSH
DD4380.6	08/04/2015	HOSTPLUS	Superannuation contributions	-99.75	1	CSH
DD4380.7	08/04/2015	Concept One	Superannuation contributions	-201.88	1	CSH
DD4380.8	08/04/2015	IOOF	Superannuation contributions	-456.00	1	CSH
DD4385.1	07/04/2015	Westnet Pty Ltd	Internet for the month of April 15	-214.75	1	CSH
DD4387.1	01/04/2015	Ricoh Finance	Richo lease	-294.59	1	CSH
DD4389.1	13/04/2015	BOQ Finance	Copier Lease April 15	-301.16	1	CSH
DD4410.1	22/04/2015	WA Local Government Superannuation Plan	Payroll deductions	-7729.11	1	CSH
DD4410.2	22/04/2015	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	-227.56	1	CSH
DD4410.3	22/04/2015	BT FINANCIAL GROUP	Superannuation contributions	-288.65	1	CSH
DD4410.4	22/04/2015	MLC Nominees Pty Ltd	Superannuation contributions	-210.78	1	CSH
DD4410.5	22/04/2015	Asteron Client Services	Superannuation contributions	-119.77	1	CSH
DD4410.6	22/04/2015	Australian Super	Superannuation contributions	-66.98	1	CSH
DD4410.7	22/04/2015	HOSTPLUS	Superannuation contributions	-153.90	1	CSH
DD4410.8	22/04/2015	Concept One	Superannuation contributions	-201.88	1	CSH
DD4410.9	22/04/2015	IOOF	Superannuation contributions	-364.80	1	CSH
DD4420.1	07/04/2015	BankWest	Credit Card purchases for March paid in April 2015	-2687.45	1	CSH
		<b>MasterCard</b>				
J Roberts	19/03/2015	Qantas	Airfares to Canberra - John	644		
	19/03/2015	Qantas	Airfares to Canberra - Karen	644		
	19/03/2015	Qantas	Airfares to Canberra - John	68		
	19/03/2015	Qantas	Airfares to Canberra - Karen	68		
	23/03/2015	PJ Hotel	Refreshments and Functions	64		

W Gledhill	04/03/2015	R U OK Limited	Youth – 8 packs and mini footballs	92.00		
	09/03/2015	Landgate	Request copy of certificate of title	78.95		
	12/03/2015	Editorial & Publish	Renew Memberships	346.50		
	12/03/2015	GPKIT	GP Kit	682.00		

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.2.2</b>
<i>Subject:</i>	<b>Reconciliations April, 2015</b>
<i>Date &amp; Author:</i>	<b>21 May 2015, Fred Gledhill Manager Accounting &amp; Finance</b>
<i>Responsible Officer:</i>	<b>Fred Gledhill / Lorraine Seward</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance Fred Gledhill</b>
<i>File Number:</i>	<b>ADM0189</b>
<i>Previous minute/s &amp; 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**

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 30<sup>th</sup> APRIL, 2015**

<b>Account</b>	<b>2015</b>
Municipal Account #	\$1,163,611.11
Trust Account	\$8,860.55
Business Telenet Saver (Reserve) Account	\$5,945,553.94
WA Treasury O/night Facility (Super Towns) Account	\$1,408,349.87

**BANK RECONCILIATION BALANCES**

The Bank Reconciliation Balances for 30<sup>TH</sup> April, 2015 with a comparison for 30<sup>th</sup> April, 2014 is as follows:

<b>Account</b>	<b>2014</b>	<b>2015</b>
Municipal Account #	\$1,162,781.54	\$1,163,611.11
Trust Account	\$17,924.70	\$8,860.55
Reserve Account	\$7,598,051.76	\$7,353,903.81

**RESERVE ACCOUNT**

The Reserve Funds of \$7,353,903.81 as at 30<sup>th</sup> April, 2015 were invested in:-

- Bank of Western Australia \$5,945,553.94 in the Business Telenet Saver Account and
- \$1,408,349.87 in the WA Treasury O/Night Facility.

Breakdown for April, 2015 with a comparison for April, 2014 is as follows:-

	<b>2014</b>	<b>2015</b>
Sports Complex Upgrade Reserve	\$384,597.18	\$0.00
Land & Building Reserve	\$5,013.11	\$5135.40
Plant Reserve	\$626,432.60	\$788,152.34
Leave Reserve	\$130,673.45	\$220,941.62
Economic Development Reserve	\$103,251.94	\$105,770.66
Sewerage Reserve	\$42,725.36	\$79,425.19
Unspent Grants & Contributions Reserve	\$178,586.22	\$856,349.24
Community Development Reserve	\$1,454,938.63	\$1,490,430.18
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,104,442.60	\$2,155,778.05
Morawa Community Trust Reserve	\$24,625.72	\$18,877.49
Aged Care Units Reserve	\$8,625.27	8,835.67
Transfer Station Reserve	\$320,182.18	\$195,412.22
S/Towns Revitalisation Reserve	\$1,687,460.96	\$869,125.53
ST Solar Thermal Power Station Reserve	\$526,496.54	\$539,224.34
Business Units Reserve	\$0.00	\$20,445.88
<b>TOTAL</b>	<b>\$7,598,051.76</b>	<b>\$7,353,903.81</b>

### **TRANSFER OF FUNDS**

- \$42,537.35 from Municipal Fund to Plant Reserve being for the 4<sup>th</sup> Quarter Plant Depreciation for 13/14 (accounted for in the 13/14 Financial Statements).
- \$64,145.37 from Unspent Grants to Municipal Fund for the S/T Road Realignment (these funds are also accounted for in the 13/14 Financial Statement).
- \$50,000 from Plant Reserve to Municipal Fund for purchase of CEO Vehicle as per 2014/15 Adopted Budget on the 20<sup>th</sup> August, 2014.
- \$348,248 from Unspent Grants Reserve to Municipal Fund for the S/T Road Realignment on the 20<sup>th</sup> August, 2014.

- \$820,000 from Unspent Grants Reserve to Municipal Fund for the S/T Road Realignment on the 5<sup>th</sup> September, 2014.
- \$48,781.29 from Municipal Fund to Plant Reserve being for the 1st Quarter Plant Depreciation transfer as per Budget on the 11<sup>th</sup> December, 2014.
- \$48,781.29 from Municipal Fund to Plant Reserve being for the 2<sup>nd</sup> Quarter Depreciation transfer as per Budget on the 14<sup>th</sup> January, 2015.
- \$855,000.00 from S/towns Revitalization Reserve to Municipal Fund for Town Street Upgrade on the 10<sup>th</sup> February, 2015.
- \$47,720.84 from Municipal Fund to Plant Reserve being for the 3<sup>rd</sup> Quarter Depreciation transfer as per Budget on the 2<sup>nd</sup> April, 2015.

### **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

### **OFFICER'S RECOMMENDATION**

It is recommended that the bank reconciliation report for 30<sup>th</sup> April, 2015 be received.

### **COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended that the bank reconciliation report for 30<sup>th</sup> April, 2015 be received.**

**CARRIED**

**COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended that Council receive the Statement of Financial Activity and Variance Report for the period ending the 30<sup>th</sup> April, 2015.**

**CARRIED**

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.2.3</b>
<i>Subject:</i>	<b>Monthly Financial Statements</b>
<i>Date &amp; Author:</i>	<b>4th June , 2015; Fred Gledhill Manager Accounting &amp; Finance</b>
<i>Responsible Officer:</i>	<b>Manager Accounting &amp; Finance</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance Fred Gledhill</b>
<i>File Number:</i>	
<i>Previous minute/s &amp; Reference:</i>	

## **INTRODUCTION**

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

## **COMMENT**

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

## **STATUTORY ENVIRONMENT**

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

## **FINANCIAL IMPLICATIONS**

As presented

## **STRATEGIC IMPLICATIONS**

Nil

## **OFFICER'S RECOMMENDATION**

It is recommended that Council receive the Statement of Financial Activity and Variance Report for the period ending the 30<sup>th</sup> April, 2015.



**SHIRE OF MORAWA**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**

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## SHIRE OF MORAWA

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

	NOTE	April 2015 Actual \$	April 2015 Y-T-D Budget \$	2014/15 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Operating</b>							
<b>Revenues/Sources</b>	1,2						
Governance		9,899	7,080	99,469	(72,992)	(88.06%)	▼
General Purpose Funding		1,361,508	1,351,992	1,771,830	9,516	0.70%	
Law, Order, Public Safety		35,675	45,401	56,425	(9,726)	(21.42%)	
Health		4,119	10,660	13,910	(6,541)	(61.36%)	
Education and Welfare		31,936	375,450	451,500	(343,514)	(91.49%)	▼
Housing		40,055	42,400	101,470	(2,345)	(5.53%)	
Community Amenities		425,690	504,259	1,875,532	(78,569)	(15.58%)	▼
Recreation and Culture		467,452	83,917	741,147	383,535	457.04%	▲
Transport		1,080,136	2,983,651	3,034,974	(1,903,515)	(63.80%)	▲
Economic Services		129,815	328,160	949,685	(198,345)	(60.44%)	▼
Other Property and Services		117,316	80,283	101,566	37,033	46.13%	▲
		3,703,601	5,813,253	9,197,507	(2,185,463)	(36.29%)	
<b>(Expenses)/(Applications)</b>	1,2						
Governance		(330,329)	(359,257)	(487,308)	75,761	18.66%	▼
General Purpose Funding		(134,392)	(150,380)	(186,774)	15,988	10.63%	▼
Law, Order, Public Safety		(95,053)	(135,426)	(160,132)	40,373	29.81%	▼
Health		(177,075)	(249,170)	(301,800)	72,095	28.93%	▼
Education and Welfare		(208,883)	(576,341)	(725,601)	367,458	63.76%	▼
Housing		(95,516)	(74,220)	(174,422)	(21,296)	(28.69%)	▲
Community Amenities		(350,490)	(446,146)	(526,191)	95,656	21.44%	▼
Recreation & Culture		(960,430)	(768,645)	(905,233)	(191,785)	(24.95%)	▲
Transport		(1,593,830)	(1,453,132)	(1,722,847)	(140,698)	(9.68%)	
Economic Services		(419,694)	(502,415)	(593,829)	82,721	16.46%	▼
Other Property and Services		(189,644)	(42,275)	(29,037)	(147,369)	(348.60%)	▲
		(4,555,336)	(4,757,407)	(5,813,176)	248,904	(4.25%)	
<b>Net Result Excluding Rates</b>		(851,735)	1,055,846	3,384,331	(1,936,559)		
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	4	(3,636)	9,637	14,036	(13,273)	137.73%	▼
Movement in Leave Reserve (Added Back)		4,348	0	0	4,348	0.00%	
Movement in Deferred Pensioner Rates/ESL (no		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions (non-		0	0	0	0	0.00%	
Rounding Adjustment		2	0	0	2	0.00%	
Depreciation on Assets		1,171,222	910,790	1,093,212	260,432	(28.59%)	▲
<b>Capital Revenue and (Expenditure)</b>							
Purchase of Investments		0	0	0	0	0.00%	
Purchase Land Held for Resale	3	0	0	0	0	0.00%	
Purchase Land and Buildings	3	(75,661)	(807,886)	(925,865)	732,225	90.63%	▼
Purchase Plant and Equipment	3	(55,407)	(978,720)	(1,090,078)	923,313	94.34%	▼
Purchase Furniture and Equipment	3	(16,107)	(22,500)	(25,000)	6,393	28.41%	
Purchase Infrastructure Assets - Roads	3	(1,420,315)	(2,286,549)	(2,561,561)	866,234	37.88%	▼
Purchase Infrastructure Assets - Footpaths	3	(4)	0	(36,650)	(4)	0.00%	
Purchase Infrastructure Assets - Drainage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Parks & Ovals	3	(4,993)	(24,819)	(49,641)	19,826	79.88%	▼
Purchase Infrastructure Assets - Airfields	3	0	(2,600,000)	(2,600,000)	2,600,000	100.00%	▼
Purchase Infrastructure Assets - Playground E	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Sewerage	3	(3,460)	0	0	(3,460)	0.00%	
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Other	3	(1,180,507)	(3,611,118)	(4,124,517)	2,430,611	67.31%	▼
Proceeds from Disposal of Assets	4	16,364	67,570	69,091	(51,206)	(75.78%)	▼
Repayment of Debentures	5	(42,920)	(43,288)	(66,467)	368	0.85%	
Proceeds from New Debentures	5	0	91,670	110,000	(91,670)	(100.00%)	▼
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	5	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	6	(306,893)	(389,172)	(444,153)	82,279	21.14%	▼
Transfers from Restricted Asset (Reserves)	6	2,073,248	4,409,416	5,184,561	(2,336,168)	(52.98%)	▼
ADD Net Current Assets July 1 B/Fwd	7	606,653	602,176	602,176	4,477	0.74%	
LESS Net Current Assets Year to Date	7	1,346,373	(2,149,124)	0	3,495,497	162.65%	
<b>Amount Raised from Rates</b>	8	(1,436,175)	(1,467,823)	(1,466,525)	31,648	(2.16%)	

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

## Material Variances Symbol

Above Budget Expectations  
Below Budget Expectations▲  
▼Greater than 10,000 and greater than 10%  
Less than 10,000 and less than 10%

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

#### 1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

##### (a) Basis of Accounting

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

The budget has also 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.

##### (b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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 statement, but a separate statement of those monies appears at Note 9.

##### (c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

##### (d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

##### (e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

##### (f) Superannuation

The Council contributes to a number of superannuation funds on behalf of employees.

##### (g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits held at call with banks, 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 shown as short term borrowings in current liabilities on the statement of financial position.

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (h) Trade and Other Receivables

Collectibility 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 doubtful debts is raised when there is objective evidence that they will not be collectible.

##### (i) Inventories

###### *General*

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

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

###### *Land Held for Resale*

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is complete are expensed.

Revenue arising from the sale of property is recognised in the statement of comprehensive income as at the time of signing an unconditional contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

##### (j) Fixed Assets

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

###### *Initial Recognition*

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 Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

###### *Revaluation*

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases in the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the statement of comprehensive income.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, 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.

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (j) Fixed Assets (Continued)

###### **Land Under Roads**

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

###### **Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	50 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
Capital Road Works for roads under budget - timing (NB: Includes not depreciated	
construction/road base	50 years
Footpaths - slab	40 years

###### **Depreciation of Non-Current Assets (Continued)**

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

**Capitalisation Threshold**

Expenditure under the thresholds listed below is not capitalised. Rather, it is recorded on an

- Land	Nil (All Land Capitalised)
- Buildings	2,000
- Plant & Equipment	2,000
- Furniture & Equipment	1,000
- Infrastructure	5,000

**Capitalisation Threshold**

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

(k) Financial Instruments

**Initial Recognition and Measurement**

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and Subsequent Measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or at cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and
- (b) less any reduction for impairment.

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

*(i) Financial assets at fair value through profit and loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

*(ii) Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period (classified as non-current assets).

*(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity.

Held-to-maturity financial assets are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period, which are classified as current assets.

If the Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale.

*(iv) Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to mature within 12 months of the end of the reporting period (classified as current assets).

*(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

**Impairment**

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(l) Estimation of Fair Value**

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the reporting date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

**(m) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the statement of comprehensive income.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting the budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2013.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

**(n) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(o) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Council has a present obligation to pay resulting from employees' services provided to reporting date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**(p) Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(q) Provisions**

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result to settle the obligation; and
- c) 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.

Provisions are not recognised for future operating losses.

**(r) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

**(s) Comparative Figures**

Where required, comparative figures have been adjusted to conform with changes in presentation of the current budget year.

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

#### 2. STATEMENT OF OBJECTIVE

The Shire of Morawa is dedicated to providing high quality services to the community through the various service orientated programs which it has established.

##### **GOVERNANCE**

Includes members of Council, Civic Functions & Public Relations, Council Elections, Training/Education. Objective is to provide a management & administrative structure to service Council & the community.

##### **GENERAL PURPOSE FUNDING**

Includes Rates, Loans, Investments & Grants. Objective is to manage Council's finances.

##### **LAW, ORDER, PUBLIC SAFETY**

Includes Emergency Services & Animal Control. Objective is to provide, develop & manage services in response to community needs.

##### **HEALTH**

Includes Environmental Health, Medical & Health facilities. Objective is to provide, develop & manage services in response to community needs.

##### **EDUCATION AND WELFARE**

Includes Education, Welfare & Children's Services. Objective is to provide, develop & manage services in response to community needs.

##### **HOUSING**

Includes Staff & Other Housing. Objective is to ensure quality housing and appropriate infrastructure is maintained.

##### **COMMUNITY AMENITIES**

Includes Refuse Collection, Sewerage, Cemetery, Building Control, Town Planning & Townscape. Objective is to provide, develop & manage services in response to community needs.

##### **RECREATION AND CULTURE**

Includes Pools, Halls, Library, Oval, Parks & Gardens & Recreational Facilities. Objective is to ensure the recreational & cultural needs of the community are met.

##### **TRANSPORT**

Includes Roads, Footpaths, Private Works, Machine Operating Costs, Outside Wages & Airstrip. Objective is to effectively manage transport infrastructure.

##### **ECONOMIC SERVICES**

Includes Tourism, Rural Services, Economic Development & Caravan Park. Objective is to foster economic development, tourism & rural services in the district.

##### **OTHER PROPERTY & SERVICES**

Includes Private Works, Public Works Overheads, Plant Operating Costs, Administration Overheads and Unclassified Items. Objective is to provide control accounts and reporting facilities for all other operations.

## SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

3. ACQUISITION OF ASSETS	2014/15 Budget \$	April 2015 YTD Budget \$	April 2015 Actual \$
The following assets have been acquired during the period under review:			
<b>By Program</b>			
<b>Governance</b>			
Upgrade to Old Council Chambers	230,000	230,000	14,578.95
<b>General Purpose Funding</b>			
<b>Health</b>			
Ford Sedan (Doctor Vehicle)	32,500	27,080	0.00
<b>Housing</b>			
Staff Housing - Lot 375 Barnes- Benschtops/patio	14,000	11,660	49,489.00
Staff Housing - Lot 377 Barnes - Repaint bathroom/lift ceiling roc	6,000	5,000	0.00
Staff Housing - Lot 347 Broad Avenue- bathroom renovations	12,500	10,410	0.00
Staff Housing - Lot 372 (7) White Ave - Replace Lino	3,000	2,500	0.00
Aged Person Units x 4 -fence	6,000	4,800	1,754.70
<b>Community Amenities</b>			
Cemetery Upgrade	4,365	4,365	0.00
Sewerage Upgrade	49,682	39,728	0.00
Sewerage Upgrade	0	0	3,460.00
Construction of Transfer Station	1,220,000	1,220,000	225.00
Compactors/Transfer Bins for Transfer Station	40,000	40,000	0.00
Storage Shed/Land for Transfer Station	355,000	354,992	0.00
<b>Recreation and Culture</b>			
Morawa Town Hall Kitchen Rendering	110,000	91,660	0.00
Swimming Pool Lane Ropes	15,000	12,500	10,786.76
Upgrade to Pool Pump House	170,000	84,999	0.00
Pool Pump and Filtration System	587,578	489,640	0.00
Sports Complex - Ramps	15,000	7,500	9,838.00
Recreation Centre Floor Restoration	0		0.00
Skate Park	49,641	24,819	4,992.91
Skate Park	28,200	14,100	0.00
<b>Transport</b>			
Road Construction			
- Rural Roads Construction	854,000	832,286	302,111.46
- Townsite Roads Construction	187,965	187,943	0.00
Drainage Construction	0	0	0.00
Footpath Construction	36,650	0	3.50
Plant & Equipment - Road Plant Purchases	315,000	315,000	0.00
Airfield Infrastructure	2,600,000	2,600,000	0.00
<b>Economic Services</b>			
Morawa Gateway Project	100,000	80,000	0.00
Morawa Perenjori Trails Project	467,000	373,600	0.00
Caravan Park RV Waste dumpsite	4,000	4,000	0.00
Investment in North Midlands Solar Thermal Power	40,000	32,000	0.00
Phase 2 - Road Freight Alignment	1,519,596	1,266,320	1,118,204.02
Phase 1 - Civic Square/Pedestrian Crossing	0	0	1,141,464.04
Phase 2 - Road Freight Alignment	2,255,635	1,879,690	38,818.00
<b>Other Property &amp; Services</b>			
Administration Furniture & Equipment	10,000	10,000	5,320.65
CEO Vehicle	75,000	75,000	55,406.82
	<u>11,413,312</u>	<u>10,331,592</u>	<u>2,756,453.81</u>

## SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

3. ACQUISITION OF ASSETS (Continued)	2014/15 Budget \$	April 2015 YTD Budget \$	April 2015 Actual \$
The following assets have been acquired during the period under review:			
<b>By Class</b>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	925,865	807,886	75,660.65
Plant and Equipment	1,090,078	978,720	55,406.82
Furniture and Equipment	25,000	22,500	16,107.41
Infrastructure Assets - Roads	2,561,561	2,286,549	1,420,315.48
Infrastructure Assets - Footpaths	36,650	0	3.50
Infrastructure Assets - Drainage	0	0	0.00
Infrastructure Assets - Parks & Ovals	49,641	24,819	4,992.91
Infrastructure Assets - Airfields	2,600,000	2,600,000	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	0	0	3,460.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	4,124,517	3,611,118	1,180,507.04
	<u>11,413,312</u>	<u>10,331,592</u>	<u>2,756,454</u>

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

## 4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	Written Down Value		Sale Proceeds		Profit/(Loss)	
	2014/15 Budget \$	April 2015 Actual \$	2014/15 Budget \$	April 2015 Actual \$	2014/15 Budget \$	April 2015 Actual \$
<b>Health</b>						
Asset 364 - Ford FG G6 Sedan(Drs)	24,100	0.00	9,091	0.00	(15,009)	0.00
<b>Transport</b>						
Asset 272 - Case Backhoe - P192	46,300	0.00	35,000	0.00	(11,300)	0.00
<b>Other Property &amp; Services</b>						
Asset 340 Trade Kluger 4WD Grande 7 seat	12,727	12,727.27	25,000	16,363.64	12,273	3,636.37
	83,127	12,727.27	69,091	16,363.64	(14,036)	3,636.37

By class of asset	Written Down Value		Sale Proceeds		Profit/(Loss)	
	2014/15 Budget \$	April 2015 Actual \$	2014/15 Budget \$	April 2015 Actual \$	2014/15 Budget \$	April 2015 Actual \$
<b>Plant &amp; Equipment</b>						
Asset 364 - Ford FG G6 Sedan(Drs)	24,100	0.00	9,091	0.00	(15,009)	0.00
Asset 340 Trade Kluger 4WD Grande 7 seat	12,727	12,727.27	25,000	16,363.64	12,273	3,636.37
Asset 272 - Case Backhoe - P192	46,300	0.00	35,000	0.00	(11,300)	0.00
	83,127	12,727.27	69,091	16,363.64	(14,036)	3,636.37

Summary

Profit on Asset Disposals  
Loss on Asset Disposals

	2014/15 Budget \$	April 2015 Actual \$
Profit on Asset Disposals	12,273	3,636.37
Loss on Asset Disposals	(26,309)	0.00
	(14,036)	3,636.37

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

## 5. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Particulars	Principal 1-Jul-14	New Loans		Principal Repayments		Principal Outstanding	
		2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$
<b>Housing</b>							
Loan 133 - GEHA House	160,851	0	0	28,070	13,805	132,581	146,846
Loan 134 - 2 Broad Street	114,055	0	0	20,112	20,112	93,943	93,943
Loan 135 - Staff Housing	37,722	0	0	18,285	9,003	19,437	28,719
<b>Recreation &amp; Culture</b>							
Loan 139 - Hall Kitchen Rendering	0	110,000	0	0	0	110,000	0
	312,428	110,000	0	66,467	42,920	355,961	269,508

All debenture repayments are to be financed by general purpose revenue.

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

## 5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2014/15

Particulars/Purpose	Amount Borrowed		Loan Type	Total Interest & Charges \$	
	Actual \$	Budget \$			
Loan 139 - Hall Kitchen Rendering	0	110,000	Debenture	Unknown	

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

	2014/15 Budget \$	April 2015 Actual \$	Projected 2015 Actual \$
<b>6. RESERVES - CASH BACKED</b>			
<b>(a) Leave Reserve</b>			
Opening Balance	216,594	216,593	216,593
Amount Set Aside / Transfer to Reserve	59,746	4,348	59,606
Amount Used / Transfer from Reserve	(59,000)	0	(97,250)
	<u>217,340</u>	<u>220,941</u>	<u>178,949</u>
<b>(b) Sports and Recreation Facilities Reserve</b>			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
<b>(c) Plant Reserve</b>			
Opening Balance	679,388	679,387	679,387
Amount Set Aside / Transfer to Reserve	184,042	158,765	208,844
Amount Used / Transfer from Reserve	(388,409)	(50,000)	(268,409)
	<u>475,021</u>	<u>788,152</u>	<u>619,822</u>
<b>(d) Building Reserve</b>			
Opening Balance	5,034	5,034	5,034
Amount Set Aside / Transfer to Reserve	110	101	107
Amount Used / Transfer from Reserve	0	0	0
	<u>5,144</u>	<u>5,135</u>	<u>5,141</u>
<b>(e) Economic Development Reserve</b>			
Opening Balance	103,689	103,689	103,689
Amount Set Aside / Transfer to Reserve	2,272	2,082	2,204
Amount Used / Transfer from Reserve	0	0	0
	<u>105,961</u>	<u>105,771</u>	<u>105,893</u>
<b>(f) Community Development Reserve</b>			
Opening Balance	1,461,097	1,461,098	1,461,098
Amount Set Aside / Transfer to Reserve	47,020	29,333	31,063
Amount Used / Transfer from Reserve	(389,041)	0	(389,041)
	<u>1,119,076</u>	<u>1,490,431</u>	<u>1,103,120</u>
<b>(g) Sewerage Reserve</b>			
Opening Balance	77,862	77,862	77,862
Amount Set Aside / Transfer to Reserve	1,706	1,563	1,655
Amount Used / Transfer from Reserve	(49,682)	0	(49,682)
	<u>29,886</u>	<u>79,425</u>	<u>29,835</u>
<b>(h) Unspent Grants and Contributions Reserve</b>			
Opening Balance	2,001,459	2,001,459	2,001,459
Amount Set Aside / Transfer to Reserve	28,860	23,138	28,745
Amount Used / Transfer from Reserve	(1,992,855)	(1,168,248)	(1,992,855)
	<u>37,464</u>	<u>856,349</u>	<u>37,349</u>

**SHIRE OF MORAWA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**

	2014/15 Budget \$	April 2015 Actual \$	Projected 2015 Actual \$
<b>6. RESERVES (Continued)</b>			
<b>(i) Business Units Reserve</b>			
Opening Balance	20,043	20,043	20,043
Amount Set Aside / Transfer to Reserve	20,439	402	20,426
Amount Used / Transfer from Reserve	0	0	0
	<u>40,482</u>	<u>20,445</u>	<u>40,469</u>
<b>(j) Morawa Community Trust Reserve</b>			
Opening Balance	24,730	18,482	18,482
Amount Set Aside / Transfer to Reserve	542	396	435
Amount Used / Transfer from Reserve	(16,196)	0	(8,000)
	<u>9,076</u>	<u>18,878</u>	<u>10,917</u>
<b>(k) Morawa Community Future Funds Reserve</b>			
Opening Balance	2,113,351	2,113,351	2,113,351
Amount Set Aside / Transfer to Reserve	66,312	42,427	44,930
Amount Used / Transfer from Reserve	0	0	0
	<u>2,179,663</u>	<u>2,155,778</u>	<u>2,158,281</u>
<b>(l) Refuse Transfer Station Reserve</b>			
Opening Balance	191,567	191,566	191,566
Amount Set Aside / Transfer to Reserve	4,198	3,846	4,073
Amount Used / Transfer from Reserve	(95,000)	0	(95,000)
	<u>100,765</u>	<u>195,412</u>	<u>100,639</u>
<b>(m) Aged Care Units Reserve</b>			
Opening Balance	8,662	8,662	8,662
Amount Set Aside / Transfer to Reserve	190	174	184
Amount Used / Transfer from Reserve	-	0	0
	<u>8,852</u>	<u>8,836</u>	<u>8,846</u>
<b>(n) ST-N/Midlands Solar Thermal Power</b>			
Opening Balance	528,654	528,654	528,654
Amount Set Aside / Transfer to Reserve	11,585	10,570	11,380
Amount Used / Transfer from Reserve	(500,000)	0	(500,000)
	<u>40,239</u>	<u>539,224</u>	<u>40,034</u>
<b>(o) ST-Morawa Revitalisation Reserve</b>			
Opening Balance	1,694,377	1,694,377	1,694,377
Amount Set Aside / Transfer to Reserve	17,131	29,748	36,473
Amount Used / Transfer from Reserve	(1,694,378)	(855,000)	(1,694,378)
	<u>17,130</u>	<u>869,125</u>	<u>36,472</u>
<b>Total Cash Backed Reserves</b>	<b>4,386,099</b>	<b>7,353,902</b>	<b>4,475,767</b>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

	2014/15 Budget \$	April 2015 Actual \$	Projected 2015 Actual \$
<b>6. RESERVES (Continued)</b>			
<b>Summary of Transfers</b>			
<b>To Cash Backed Reserves</b>			
<b>Transfers to Reserves</b>			
Leave Reserve	59,746	4,348	59,606
Sports and Recreation Facilities Reserve	0	0	0
Plant Reserve	184,042	158,765	208,844
Building Reserve	110	101	107
Economic Development Reserve	2,272	2,082	2,204
Community Development Reserve	47,020	29,333	31,063
Sewerage Reserve	1,706	1,563	1,655
Unspent Grants and Contributions Reserve	28,860	23,138	28,745
Business Units Reserve	20,439	402	20,426
Morawa Community Trust Reserve	542	396	435
Morawa Community Future Fund Reserve	66,312	42,427	44,930
Refuse Transfer Station Reserve	4,198	3,846	4,073
Aged Care Units Reserve	190	174	184
ST-N/Midlands Solar Thermal Power	11,585	10,570	11,380
Capital Road Works for roads under budget - timing (†)	17,131	29,748	36,473
	<u>444,153</u>	<u>306,893</u>	<u>450,125</u>
<b>Transfers from Reserves</b>			
Leave Reserve	(59,000)	0	(97,250)
Sports and Recreation Facilities Reserve	0	0	0
Plant Reserve	(388,409)	(50,000)	(268,409)
Building Reserve	0	0	0
Economic Development Reserve	0	0	0
Community Development Reserve	(389,041)	0	(389,041)
Sewerage Reserve	(49,682)	0	(49,682)
Unspent Grants and Contributions Reserve	(1,992,855)	(1,168,248)	(1,992,855)
Business Units Reserve	0	0	0
Morawa Community Trust Reserve	(16,196)	0	(8,000)
Morawa Community Future Fund Reserve	0	0	0
Refuse Transfer Station Reserve	(95,000)	0	(95,000)
Aged Care Units Reserve	0	0	0
ST-N/Midlands Solar Thermal Power	(500,000)	0	(500,000)
Capital Road Works for roads under budget - timing (†)	(1,694,378)	(855,000)	(1,694,378)
	<u>(5,184,561)</u>	<u>(2,073,248)</u>	<u>(5,094,615)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>(4,740,408)</u>	<u>(1,766,355)</u>	<u>(4,644,490)</u>

**SHIRE OF MORAWA**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**

**6. RESERVES (Continued)**

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Leave Reserve**

To be used to fund leave requirements.

**Sportsground Complex Upgrade Reserve**

To be used to upgrade the Sporting Complex Facilities.

**Plant Reserve**

To be used to upgrade, replace or purchase new plant and equipment.

**Building Reserve**

To be used to refurbish, replace, extend or establish Council owned buildings.

**Economic Development Reserve**

To be used to create economic development initiatives in the local community.

**Community Development Reserve**

To be used for Community Projects within the Shire of Morawa

**Sewerage Reserve**

To be used to repair, replace or extend the sewerage facility.

**Unspent Grants and Contributions Reserve**

To be used as a quarantine for unspent committed funds.

**Business Units Reserve**

To be used to upgrade, refurbish or purchase new Business Units

**Morawa Community Trust Reserve**

To be used for Morawa Community Projects

**Refuse Transfer Station Reserve**

To be used for Morawa Landfill closure and Refuse Transfer Station implementation project - R4R funds

**Aged Persons Units Reserve**

To be used for the construction of 4 Aged Care Units at the Morawa Perenjori Health Centre R4R Mid West

**ST - N/Midlands Solar Thermal Power**

**Reserves**

Super Town funds to be used for the N/Midlands Solar Thermal Power feasibility Study Project

**Capital Road Works for roads under budget - timing (NB: Includes Road Freight realignment works) - Road work**

Super Town funds to be used for the Morawa Town Revitalisation Project

Except for the Unspent Grants and Contributions Reserve, the Reserves are not expected to be used within a set period as further transfers to the reserve accounts are expected as funds are utilised.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

	2013/14 B/Fwd Per 2014/15 Budget \$	2013/14 B/Fwd Per Financial Report \$	2014/15 Actual \$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	589,985	278,718	1,150,089
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	9,126,507	9,120,259	7,353,904
Rates - Current	166,160	166,707	304,237
Sundry Debtors	159,396	159,396	64,733
GST Receivable	120,492	120,492	39,161
Accrued Income/Prepayments	16,328	16,328	16,328
Provision for Doubtful Debts	(2,301)	(2,632)	(2,632)
Other Current Debtors	0	0	27
Inventories	12,905	12,905	12,905
	<u>10,189,472</u>	<u>10,189,773</u>	<u>8,938,752</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(105,954)	(106,044)	(30,817)
Income Received in Advance	(26,953)	0	(28,094)
GST Payable	(164,271)	(164,271)	(48,556)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	7,885	(13,695)	(13,901)
Withholding Tax Payable	0	0	0
Payg Payable	(30,104)	(30,104)	(30,736)
Accrued Interest on Debentures	0	(7,030)	0
Accrued Salaries and Wages	0	(50,998)	0
Current Employee Benefits Provision	(50,998)	(307,312)	(307,312)
Current Loan Liability	<u>(306,988)</u>	<u>(66,467)</u>	<u>(23,546)</u>
	<u>(677,383)</u>	<u>(745,921)</u>	<u>(482,962)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>9,512,089</b>	<b>9,443,852</b>	<b>8,455,790</b>
Less: Cash - Reserves - Restricted	(9,126,507)	(9,120,259)	(7,353,904)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	216,594	216,593	220,941
Add Back : Current Loan Liability	0	66,467	23,546
<b>SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>602,176</b></u>	<u><b>606,653</b></u>	<u><b>1,346,373</b></u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

8. RATING INFORMATION

RATE TYPE

General Rate	Rate in \$	Number of Properties	Rateable Value \$	2014/15 Rate Revenue \$	2014/15 Interim Rates \$	2014/15 Back Rates \$	2014/15 Total Revenue \$	2014/15 Budget \$
GRV Residential/Commercial	6.82360	263	2,792,472	190,547	4,672	0	195,219	190,547
UV Rural	2.07750	218	56,206,000	1,167,680	(28)	0	1,167,653	1,167,680
UV Mining	27.45800	19	471,650	129,506	45	0	129,551	129,506
<b>Sub-Totals</b>		500	59,470,122	1,487,733	4,689	0	1,492,422	1,487,733
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV Residential/Commercial	257	54	42,985	13,878		0	13,878	13,878
UV Rural	257	7	49,800	1,799	0	0	1,799	1,799
UV Mining	622	12	10,301	7,464	1,244	0	8,708	7,464
<b>Sub-Totals</b>		73	103,086	23,141	1,244	0	24,385	23,141
Ex-Gratia Rates							1,516,807	1,510,874
Discounts							5,331	5,950
Rates Written Off							1,522,138	1,516,824
Movement in Excess Rates							(56,423)	(49,000)
							(2,587)	(1,300)
							(26,953)	0
<b>Totals</b>							1,436,175	1,466,524

All land except exempt land in the Shire of Morawa is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2013/14 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

# SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

### 9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds Lisa Porter	520	0	(520)	0
Housing Bonds Paul Fraser	0	720	0	720
Child Care Bonds	155	0	(155)	0
Bonds Hall/Rec Centre Hire	0	0	0	0
Extractive Industries Licence	0	0	0	0
Youth Centre	865	0	0	865
Council Nominations	0	0	0	0
Bill Johnson Unit 1 Bond	520	0	(520)	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	1,570	0	(1,570)	0
Local Drug Action Group	384	200	(24)	560
BCITF/BRB Training Levy	107	1,285	(1,079)	313
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	10,525	2,205	(3,868)	8,862

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

10. OPERATING STATEMENT

	April 2015 Actual \$	2014/15 Budget \$	2013/14 Actual \$
<b>OPERATING REVENUES</b>			
Governance	9,899	99,469	15,946
General Purpose Funding	2,797,683	3,238,354	2,318,384
Law, Order, Public Safety	35,675	56,425	45,722
Health	4,119	13,910	9,533
Education and Welfare	31,936	451,500	18,710
Housing	40,055	101,470	50,675
Community Amenities	425,690	1,875,532	479,151
Recreation and Culture	467,452	741,147	929,733
Transport	1,080,136	3,034,974	1,532,340
Economic Services	129,815	949,685	2,753,230
Other Property and Services	117,316	101,566	134,705
<b>TOTAL OPERATING REVENUE</b>	<b>5,139,776</b>	<b>10,664,031</b>	<b>8,288,128</b>
<b>OPERATING EXPENSES</b>			
Governance	330,329	487,308	445,701
General Purpose Funding	134,392	186,774	216,542
Law, Order, Public Safety	95,053	160,132	214,281
Health	177,075	301,800	211,764
Education and Welfare	208,883	725,601	248,473
Housing	95,516	174,422	115,909
Community Amenities	350,490	526,191	616,295
Recreation & Culture	960,430	905,233	968,776
Transport	1,593,830	1,722,847	1,979,877
Economic Services	419,694	593,829	594,151
Other Property and Services	189,644	29,037	(17,347)
<b>TOTAL OPERATING EXPENSE</b>	<b>4,555,336</b>	<b>5,813,176</b>	<b>5,594,421</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>584,440</b>	<b>4,850,855</b>	<b>2,693,707</b>

# SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015

### 11. BALANCE SHEET

	April 2015 Actual \$	2013/14 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	8,503,993	9,716,577
Receivables	421,854	460,291
Inventories	12,905	12,905
<b>TOTAL CURRENT ASSETS</b>	<b>8,938,752</b>	<b>10,189,773</b>
<b>NON-CURRENT ASSETS</b>		
Receivables	5,302	5,302
Inventories	0	0
Property, Plant and Equipment	26,690,418	27,180,582
Infrastructure	23,045,968	20,983,302
<b>TOTAL NON-CURRENT ASSETS</b>	<b>49,741,688</b>	<b>48,169,186</b>
<b>TOTAL ASSETS</b>	<b>58,680,440</b>	<b>58,358,959</b>
<b>CURRENT LIABILITIES</b>		
Payables	152,104	372,142
Interest-bearing Liabilities	23,546	66,467
Provisions	307,312	307,312
<b>TOTAL CURRENT LIABILITIES</b>	<b>482,962</b>	<b>745,921</b>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	245,961	245,962
Provisions	41,323	41,323
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>287,284</b>	<b>287,285</b>
<b>TOTAL LIABILITIES</b>	<b>770,246</b>	<b>1,033,206</b>
<b>NET ASSETS</b>	<b>57,910,194</b>	<b>57,325,753</b>
<b>EQUITY</b>		
Retained Surplus	33,973,779	31,622,984
Reserves - Cash Backed	7,353,904	9,120,259
Reserves - Asset Revaluation	16,582,510	16,582,510
<b>TOTAL EQUITY</b>	<b>57,910,193</b>	<b>57,325,753</b>

**SHIRE OF MORAWA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**

**12. FINANCIAL RATIO**

	<b>2015 YTD</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
Current Ratio	6.050	7.880	1.870	2.230

The above rates are calculated as follows:

Current Ratio equals	$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
----------------------	--

**SHIRE OF MORAWA**  
**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**  
**Report on Significant variances Greater than 10% and \$10,000**

**Purpose**

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Revised Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (eg a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for

**The Materiality variances adopted by Council are:**

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$10,000	Must Report

**REPORTABLE OPERATING REVENUE VARIATIONS**

***Governance - Variance below budget expectations.***

Grant income associated with the upgrade to the old Council Chambers will not be received until project completed.

***Law, Order & Public Safety - Variance below budget expectations.***

FESA/ESL grant income still to be received - Timing

***Education and Welfare - Variance below budget expectations***

Industry Training Centre - waiting on confirmation of grant

***Community Amenities - Variance below budget expectations.***

Grants for Super Towns Planning yet to be received - timing - Project completed

Grant income for new tip site removed in revised budget - project delayed.

***Recreation & Culture - Variance above budget expectations.***

Music/Arts Festival income received that was not budgeted for - Permanent

***Transport - Variance within expectations.***

MRWA Direct Grant received - \$108,500

Income from Main Roads RRG still to be invoiced when work has commenced

***Economic Services - Variance below budget expectations.***

Timing of Super Towns projects

Income from Caravan Park and Chalets below budget - should pick up around April

**SHIRE OF MORAWA**  
**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**  
**Report on Significant variances Greater than 10% and \$10,000**

**REPORTABLE OPERATING EXPENSE VARIATIONS**

***General Purpose Funding - Variance below budget expectations***

Revised budget for Debt collection fees is now on target.

***Governance - Variance below budget expectations.***

Expenses relating to Members less than budget, for example, Refreshments & Receptions and Conference

Administration Costs Allocated to Members expected to be less than budget.

Members Conference expenses less than budgeted for.

Public relation expenses less than budget.

Staff Training and Professional Development below budget expectations

Financial/Corporate Planning expenses below budget expectations

***Law, Order and Public Safety - Variance below budget expectations.***

Expense relating Fire Services Manager is less than budget.

SES expenses below budget

***Health - Variance below budget expectations.***

***Education and Welfare - Variance below budget expectations***

Industry training centre expenditure yet to commence.

Child Care Mtce below budget

***Housing - Variance below budget expectations.***

Building maintenance as per the revised budget is below budget expectations

***Community Amenities - Variance below budget expectations.***

Town Planning Expenses below budget expectations

***Other Sport & Recreation - Variance above budget expectations.***

Maintenance to Sports & Rec Ovals & Buildings - timing

Maintenace to Parks and Gardens - timing

***Transport - Variance within budget expectations.***

Maintenance of Rural Roads within budget, Town Streets and the Depot is below budget - timing.

Department of Transport licensing reflected in budget - off set by income

Aerodrome Master Plan - over budget

***Economic Services - Variance below budget expectations***

Caravan Park operations under budget

Tourist Bureau operations under budget

Super Town expenditure is currently under expended - timing

***Other Property & Services - Variance above budget expectations.***

Allocations to works - timing

Private Works expenditure over budget

**SHIRE OF MORAWA**  
**FOR THE PERIOD 1 JULY 2014 TO 30 APRIL 2015**  
**Report on Significant variances Greater than 10% and \$10,000**

**REPORTABLE NON-CASH VARIATIONS**

***Depreciation on Assets - Variance above budget expectations.***

Depreciation on buildings now based on fair value valuations - Permanent

**REPORTABLE CAPITAL EXPENSE VARIATIONS**

***Purchase of Land & Buildings - Variance above budget expectations.***

Upgrade to Old Council Chambers yet to commence

Swimming Pool Upgrade -due to commence in April

***Purchase of Plant & Equipment - Variance below budget expectations.***

Swimming Pool Plant & Equipment after pool season

Purchase of CEO Vehicle - under budget

***Purchase of Infrastructure Assets Roads - Variance below budget expectations.***

Capital Road Works for roads under budget - timing (NB: Includes Road Freight realignment works) - Road works completed - Invoices still to be received

***Purchase Infrastructure Assets - Parks & Ovals - Variance above budget expectations.***

Expenditure on Skate Park under budget - timing

***Purchase Infrastructure Assets - Airfields- Variance below budget expectations.***

Expenditure on new airfield under budget - timing

***Purchase Infrastructure Assets - Other- Variance below budget expectations.***

Construction of the Transfer Station in progress

Morawa Gateway Project awaiting grants

Morawa Perenjori Trails Project awaiting grants

Civic Square/Pedestrian Crossing below budget

***Transfer to Reserves - Variance below budget expectations.***

Some transfers to reserves will not happen till the end of the year - Timing

**REPORTABLE CAPITAL INCOME VARIATIONS**

***Proceeds from Disposal of Assets - Variance below budget expectations.***

The proceeds from the sale of the backhoe and the Dr's vehicle not yet realised -

***Proceeds from New Borrowings- Variance below budget expectations.***

Loan borrowings relating to the rendering of the hall kitchen not yet raised

***Transfer from Reserves - Variance below budget expectations.***

Transfers from reserves below budget expectations due to timing of the completion of the S/towns project.

<i>Date of Meeting:</i>	18 <sup>th</sup> June 2015
<i>Item No:</i>	7.2.2.4
<i>Subject:</i>	Accounts Due for Payment
<i>Date &amp; Author:</i>	11/06/2015 Candice Smith
<i>Responsible Officer:</i>	Senior Finance Officer
<i>Applicant/Proponent:</i>	
<i>File Number:</i>	ADM 0135
<i>Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

A list of accounts is attached for all payments made for the month of May 2015.

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

List of accounts Due & Submitted to council 18<sup>th</sup> June 2015

### **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 of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared.

### **OFFICER'S COMMENT**

### **COMMUNITY CONSULTATION**

### **COUNCILLOR CONSULTATION**

### **STATUTORY ENVIRONMENT**

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

As per list of accounts

### **STRATEGIC IMPLICATIONS**

### **RISK MANAGEMENT**

### **VOTING REQUIREMENT:**

Simple Majority

### **OFFICER'S RECOMMENDATION**

It is recommended that the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- Municipal EFT Payment Numbers EFT 7447 to EFT 7554 inclusive, amounting to \$1,194,391.09
- Municipal Cheque Payments numbered 11398 to 11413 totalling \$58,368.36;
- Municipal Direct Debit Payments Numbers DD4430.1 to DD4471.3 amounting to \$22,346.56 ;
- Payroll for May 2015

06/05/2015 - \$59,875.28

20/05/2015 - \$55,298.05

Be endorsed.

## **COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended that the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:**

- **Municipal EFT Payment Numbers EFT 7447 to EFT 7554 inclusive, amounting to \$1,194,391.09**
- **Municipal Cheque Payments numbered 11398 to 11413 totalling \$58,368.36;**
- **Municipal Direct Debit Payments Numbers DD4430.1 to DD4471.3 amounting to \$22,346.56 ;**
- **Payroll for May 2015**

**06/05/2015 - \$59,875.28**

**20/05/2015 - \$55,298.05**

**Be endorsed.**

**CARRIED**

EFT7447	05/05/2015	Kats Rural	Purchases	1	358.99
EFT7448	05/05/2015	Metal Artwork Creations	Purchases	1	155.10
EFT7449	05/05/2015	McDonalds Wholesalers	Purchases (open Day)	1	56.55
EFT7450	05/05/2015	Wesfarmers Kleenheat Gas Pty Ltd	Gas Bill	1	68.20
EFT7451	05/05/2015	Leading Edge Computers Dongara & Geraldton	Computer Purchase	1	2,268.95
EFT7452	05/05/2015	Staples	Purchases	1	62.57
EFT7453	05/05/2015	Colliers International	Rent	1	423.85
EFT7456	08/05/2015	Australian Services Union	Payroll deductions	1	75.30
EFT7457	12/05/2015	BOC Limited	Acetylene	1	201.77
EFT7458	12/05/2015	Kats Rural	Purchases	1	69.00
EFT7459	12/05/2015	Midwest Chemical & Paper Distributors	Purchases	1	12.50
EFT7460	12/05/2015	McDonalds Wholesalers	Purchases	1	223.30
EFT7461	12/05/2015	The West Australian	Advertising	1	615.76
EFT7462	12/05/2015	Western Power	Power	1	9,336.00
EFT7463	12/05/2015	Geraldton Mower & Repairs Specialists	Parts	1	253.60
EFT7464	12/05/2015	Covs Parts Pty Ltd	Parts	1	466.11
EFT7465	12/05/2015	Midwest Quarries PTY LTD	Purchases	1	72,103.48
EFT7466	12/05/2015	Leopold Contracting	Hire	1	6,987.75

EFT7467	12/05/2015	Fence It WA	Fencing	1	12,788.00
EFT7468	12/05/2015	Cunningham Earthmoving & Logistics	Works	1	19,998.00
EFT7469	12/05/2015	Metal Artwork Creations	Purchases	1	22.55
EFT7470	12/05/2015	GH Country Courier	Freight	1	51.74
EFT7471	12/05/2015	Leading Edge Computers Dongara & Geraldton	Purchase/repair	1	330.00
EFT7472	12/05/2015	Building Civil and Landscapes	Progress claim 7	1	295,752.71
EFT7473	13/05/2015	Star Track Express	Freight	1	153.17
EFT7474	13/05/2015	Kats Rural	purchases	1	1,547.30
EFT7475	13/05/2015	Morawa Traders	Purchases	1	939.85
EFT7476	13/05/2015	Morawa Roadhouse	Catering	1	178.25
EFT7477	13/05/2015	Felton Industries	Purchases	1	2,370.50
EFT7478	13/05/2015	BL & MJ Thornton Waste Removal Services	Waste Removal	1	8,831.35
EFT7479	13/05/2015	Orica Australia	Purchases	1	204.60
EFT7480	13/05/2015	Geraldton Fuel Company Pty Ltd	Fuel Usage	1	12,847.40
EFT7481	13/05/2015	GH Country Courier	Freight	1	161.37
EFT7482	13/05/2015	Courier Australia	Freight	1	109.49
EFT7483	13/05/2015	ML Communications	Phone Maintenance	1	121.00
EFT7484	13/05/2015	Vidguard Security Systems	Fees	1	115.50
EFT7485	13/05/2015	Flash Flowers	Purchases	1	102.75

EFT7486	13/05/2015	Morawa Rural Enterprises	Purchases	1	229.30
EFT7487	13/05/2015	Neverfail Spring water Limited	Monthly Fee	1	14.30
EFT7488	13/05/2015	Shire of Three Springs	Shared fees	1	3,378.54
EFT7489	13/05/2015	Comfort Inn Geraldton	accommodation	1	190.00
EFT7490	13/05/2015	Brookfield Rail	Water Recoup	1	59.74
EFT7491	13/05/2015	Qualsign	Purchases	1	573.49
EFT7492	13/05/2015	Morawa SES	Reimbursement	1	298.80
EFT7493	13/05/2015	Mia Andrews	Catering	1	2,200.00
EFT7494	13/05/2015	Midwest Carpentry and Electrical	Repairs	1	709.50
EFT7495	13/05/2015	Water Dynamics Perth	Purchases	1	950.40
EFT7496	15/05/2015	BOC Limited	Acetylene	1	183.79
EFT7497	15/05/2015	UHY Haines Norton	Audit	1	880.00
EFT7498	15/05/2015	Landmark Operations Limited	Purchases	1	1,177.44
EFT7499	15/05/2015	Landgate	Minimum Charge	1	62.35
EFT7500	15/05/2015	Purcher International Pty Ltd	Purchases	1	49.63
EFT7501	15/05/2015	McDonalds Wholesalers	Purchases	1	22.40
EFT7502	15/05/2015	Reliance Petroleum	Fuel Purchases	1	1,969.79
EFT7503	15/05/2015	WA Local Government Association	Advertising	1	6,079.83

EFT7504	15/05/2015	Courier Australia	Freight	1	37.10
EFT7505	15/05/2015	Geraldton Toyota	Service	1	336.01
EFT7506	15/05/2015	Greenfield Technical Services	Engineering Consultant	1	13,715.77
EFT7507	15/05/2015	Bunnings Group Limited	Purchases	1	128.42
EFT7508	15/05/2015	Local Government Appointments	Lorraine Seward - Hours	1	2,523.99
EFT7509	15/05/2015	Tudor House	Purchases	1	126.50
EFT7510	15/05/2015	Statewide Steel	Purchases	1	124.38
EFT7511	15/05/2015	Emerge Associates	Civic Square Tender	1	15,692.60
EFT7512	15/05/2015	Central Midwest Service	Repair	1	566.50
EFT7513	15/05/2015	Morawa Netball Club	Catering	1	1,600.00
EFT7514	15/05/2015	Lets Party - Geraldton	Purchases	1	60.50
EFT7515	15/05/2015	Open Spaces Productions Pty Ltd	Morawa Clock	1	26,125.00
EFT7516	15/05/2015	Morawa News & Gifts	Purchases	1	453.46
EFT7517	18/05/2015	Morawa IGA	Purchases	1	1,171.76
EFT7518	21/05/2015	Kats Rural	Purchases	1	2,526.58
EFT7519	21/05/2015	WesTrac Equipment Pty Ltd	Purchases Parts	1	1,450.10
EFT7520	21/05/2015	McDonalds Wholesalers	Purchases	1	25.70
EFT7521	21/05/2015	Canine Control	Ranger Services	1	1,856.32
EFT7522	21/05/2015	Courier Australia	Freight	1	27.90

EFT7523	21/05/2015	Western Power	Power Bill	1	450.00
EFT7524	21/05/2015	Morawa Rural Enterprises	Purchases	1	1,722.35
EFT7525	21/05/2015	WA Country Health Service - Midwest	Laundry Services	1	265.38
EFT7526	21/05/2015	Alinta Sales Pty Ltd	Energy	1	145.16
EFT7527	21/05/2015	Australian Services Union	Payroll deductions	1	125.50
EFT7528	28/05/2015	J.R. & A. Hersey Pty Ltd	Guide Posts Plastic - PO 16297	1	8,772.50
EFT7529	28/05/2015	Kats Rural	Riser poly and Hose Purchases - PO 16404	1	25.00
EFT7530	28/05/2015	Orica Australia	Chlorine Gas 70kg Cylinder - PO16182	1	811.80
EFT7531	28/05/2015	S & K Electrical Contracting Pty Ltd	Tested, found fault and fixed lights - PO 16402	1	4,779.64
EFT7532	28/05/2015	Australian Communications and Media Authority	License Renewal Notice Mt Campbell	1	75.00
EFT7533	28/05/2015	Avlite Systems	Solar Aviation lights - PO 16405	1	4,877.40
EFT7534	28/05/2015	Covs Parts Pty Ltd	Parts for Kubota - PO 16975	1	46.20
EFT7535	28/05/2015	M & B Sales	Various purchases - PO 16255	1	369.74
EFT7536	28/05/2015	Herrings Coastal Plumbing & Gas	RPZ testing at Business units and football oval - PO 16406	1	374.00
EFT7537	28/05/2015	Central Midwest Service	Replace induct invisicistern and push Buttons, Service Urinal cistern, Service Disabled cistern - PO 16294	1	1,358.50
EFT7538	28/05/2015	Perenjori Motor Torque	Service repairs to SES land cruiser (MOSES02) - PO 16383	1	1,180.40
EFT7539	28/05/2015	Midwest Quarries PTY LTD	Blue Metal - PO 16278	1	13,933.57
EFT7540	28/05/2015	Colliers International	Commercial Office Rent - 01/05/2015-31/05/2015	1	423.85

EFT7541	28/05/2015	WBHO Civil	Progress Claim 9 - Morawa town Revitalization	1	85,739.50
EFT7542	28/05/2015	Emerge Associates	Morawa town center- Civic Square tender	1	12,252.90
EFT7543	29/05/2015	Building Civil and Landscapes	Progress claim 8 - Morawa Town Centre	1	464,768.42
EFT7544	29/05/2015	Department of Fire and Emergency Services	ESL Quarter 4- Emergency services levy	1	3,715.44
EFT7545	29/05/2015	Morawa Drapery Store	Linen Purchases - PO 16400	1	2,504.25
EFT7546	29/05/2015	Landgate	Rural UV Gen Vals First 500 Shared	1	3,783.52
EFT7547	29/05/2015	ML Communications	Phone Points and Data points - PO 16186	1	2,383.68
EFT7548	29/05/2015	Local Government Appointments	Finance Officer hours 40.5 - Lorraine Seward - WE 09/05/2015	1	6,527.47
EFT7549	29/05/2015	State Library of WA	Freight Recoup 2014/15 - Morawa Public Library	1	292.34
EFT7550	29/05/2015	Western Australian Land Authority	Town Centre Revitalization	1	7,370.00
EFT7551	29/05/2015	Morawa DHS Band Committee	Anzac Day Band 100 years	1	500.00
EFT7552	29/05/2015	Qualsign	Paint Purchases - Banners in the Terrace - PO 16392	1	68.21
EFT7553	29/05/2015	Building Civil and Landscapes	Additional Invoice as per amended claim progress claim 8 22/05/2015 - Town Center	1	682.17
EFT7554	29/05/2015	Open Spaces Productions Pty Ltd	4th Progress Claim Artwork for Clock Tower	1	26,125.00
11398	06/05/2015	Synergy	Power Bill	1	1,427.15
11399	06/05/2015	Telstra Corporation Limited	Telephone Expense	1	2,273.40
11400	06/05/2015	Water Corporation	Water Bill	1	23,436.61
11401	06/05/2015	Synergy	Power Bill	1	19,453.35

11402	12/05/2015	Hoppys Parts R Us	Parts Purchases	1	28.47
11403	12/05/2015	Synergy	Power Usage	1	3,373.45
11404	12/05/2015	Telstra Corporation Limited	Telephone Expense	1	3.98
11405	12/05/2015	Morawa Licensed Post Office Emmlee's	Postage	1	217.30
11406	13/05/2015	The Workwear Group	Work Wear	1	440.00
11407	15/05/2015	Telstra Corporation Limited	Telephone Expense	1	328.87
11408	15/05/2015	City of Greater Geraldton	Assessment	1	154.00
11409	21/05/2015	Water Corporation	Water Bill	1	3,787.06
11410	21/05/2015	Telstra Corporation Limited	Telephone Expense	1	2,565.27
11411	28/05/2015	Synergy	Power Bill - 21/04/2015-18/05/2015	1	132.55
11412	28/05/2015	Elgas Limited	Service Charge on Cylinder/Tank	1	72.60
11413	28/05/2015	The Workwear Group	Workwear - PO 16312	1	674.30
DD4430.1	06/05/2015	WA Local Government Superannuation Plan	Payroll deductions	1	7,962.97
DD4430.2	06/05/2015	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	204.80
DD4430.3	06/05/2015	BT FINANCIAL GROUP	Superannuation contributions	1	288.65
DD4430.4	06/05/2015	MLC Nominees Pty Ltd	Superannuation contributions	1	210.78
DD4430.5	06/05/2015	Asteron Client Services	Superannuation contributions	1	81.02
DD4430.6	06/05/2015	HOSTPLUS	Superannuation contributions	1	169.58

DD4430.7	06/05/2015	Concept One	Superannuation contributions	1	201.88
DD4430.8	06/05/2015	IOOF	Superannuation contributions	1	456.00
DD4448.1	20/05/2015	WA Local Government Superannuation Plan	Payroll deductions	1	8,137.38
DD4448.2	20/05/2015	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	227.56
DD4448.3	20/05/2015	BT FINANCIAL GROUP	Superannuation contributions	1	288.65
DD4448.4	20/05/2015	MLC Nominees Pty Ltd	Superannuation contributions	1	210.78
DD4448.5	20/05/2015	Asteron Client Services	Superannuation contributions	1	75.15
DD4448.6	20/05/2015	Australian Super	Superannuation contributions	1	71.25
DD4448.7	20/05/2015	HOSTPLUS	Superannuation contributions	1	175.28
DD4448.8	20/05/2015	Concept One	Superannuation contributions	1	201.88
DD4448.9	20/05/2015	IOOF	Superannuation contributions	1	456.00
DD4471.1	01/05/2015	Westnet Pty Ltd	Westnet Internet May 2015	1	224.75
DD4471.2	01/05/2015	BOQ Finance	Copier Lease April 2015	1	301.16
DD4471.3	01/05/2015	Ricoh Finance	Richo May 2015	1	294.59

DD4469.1	05/05/2015	BankWest	April Credit Card 2015	1	2,106.45
John Roberts	22/04/2015	Telstra Geraldton	Phone Case	\$ 55.00	
	22/04/2015	Harvey Norman	Bar Fridge and Urn	\$652.00	
	28/04/2015	Bindoon Bakery	Cakes – Town Square Opening	\$ 84.50	
Brad McCarthy	14/04/2015	Total Uniforms	Cargo Pants	\$ 49.50	
	29/04/2015	Total Uniforms	Jacket	\$ 69.95	
Fred Gledhill	14/04/2015	Pearson Florist	Silk Wreath – Anzac Day	\$355.50	

Billing Fees	23/04/2015	S/ Holder Hero	Stubby Holders	\$663.00
	31/04/2015	Billing Fees		\$ 99.00
	31/04/2015	Charge Card Fees		\$ 78.00
			Total	\$2,106.45

**REPORT TOTALS**

EFT's	\$1,194,391.09
Chq's	\$ 58,368.36
DD's	\$ 22,346.56
Payroll	\$ 115,173.33
<b>Total for May</b>	<b>1,390,279.34</b>

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.2.5</b>
<i>Subject:</i>	<b>Reconciliations May, 2015</b>
<i>Date &amp; Author:</i>	<b>12<sup>th</sup> June 2015, Candice Smith Senior Finance Officer</b>
<i>Responsible Officer:</i>	<b>Fred Gledhill / Candice Smith</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance Fred Gledhill</b>
<i>File Number:</i>	<b>ADM0189</b>
<i>Previous minute/s &amp; 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**

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 31st MAY, 2015**

<b>Account</b>	<b>2015</b>
----------------	-------------

Municipal Account #	\$925,349.41
Trust Account	\$8,860.55
Business Telenet Saver (Reserve) Account	\$5,956,057.66
WA Treasury O/night Facility (Super Towns) Account	\$710,543.61

### **BANK RECONCILIATION BALANCES**

The Bank Reconciliation Balances for 31st May, 2015 with a comparison for 31st May, 2014 is as follows:

<b>Account</b>	<b>2014</b>	<b>2015</b>
Municipal Account #	\$1,644,880.01	\$925,349.41
Trust Account	\$10,524.70	\$8,860.55
Reserve Account	\$7,761,532.24	\$6,666,601.27

### **RESERVE ACCOUNT**

The Reserve Funds of \$6,666,601.27 as at 31<sup>st</sup> May, 2015 were invested in:-

- Bank of Western Australia \$5,956,057.66 in the Business Telenet Saver Account and
- \$710,543.61 in the WA Treasury O/Night Facility.

Breakdown for May, 2015 with a comparison for May, 2014 is as follows:-

	<b>2014</b>	<b>2015</b>
--	-------------	-------------

Sports Complex Upgrade Reserve	\$385,387.45	\$0.00
Land & Building Reserve	\$5,023.41	\$5,144.47
Plant Reserve	\$635,468.59	\$788,544.73
Leave Reserve	\$216,123.52	\$221,331.95
Economic Development Reserve	\$103,464.10	\$105,957.52
Sewerage Reserve	\$77,693.15	\$79,565.51
Unspent Grants & Contributions Reserve	\$178,953.18	\$857,862.11
Community Development Reserve	\$1,457,928.23	\$1,493,063.25
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,108,766.80	\$2,159,586.55
Morawa Community Trust Reserve	\$24,676.32	\$18,910.84
Aged Care Units Reserve	\$8,642.99	\$8,851.28
Transfer Station Reserve	\$320,840.09	\$195,757.45
S/Towns Revitalisation Reserve	\$1,690,972.33	\$170,407.71
ST Solar Thermal Power Station Reserve	\$527,592.08	\$540,135.90
Business Units Reserve	\$20,000.00	\$20,482.00
<b>TOTAL</b>	<b>\$7,761,532.24</b>	<b>\$6,666,601.27</b>

### **TRANSFER OF FUNDS**

- \$700,000.00 from S/Towns Revitalization Reserve to Municipal Account being for the Town Street Upgrade on the 27<sup>th</sup> May 2015.

### **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

### **OFFICER'S RECOMMENDATION**

It is recommended that the bank reconciliation report for 31st May, 2015 be received.

### **COUNCIL RESOLUTION**

**Moved: Cr**  
**Seconded: Cr**

**It is recommended that the bank reconciliation report for 31st May, 2015 be received.**

**CARRIED**

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.2.6</b>
<i>Subject:</i>	<b>Monthly Financial Statements</b>
<i>Date &amp; Author:</i>	<b>5th June, 2015; Fred Gledhill</b>
<i>Responsible Officer:</i>	<b>Manager Accounting &amp; Finance</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance</b>
	<b>Fred Gledhill</b>
<i>File Number:</i>	
<i>Previous minute/s</i>	
<i>&amp; Reference:</i>	

## **INTRODUCTION**

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

## **COMMENT**

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

## **STATUTORY ENVIRONMENT**

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

## **FINANCIAL IMPLICATIONS**

As presented

## **STRATEGIC IMPLICATIONS**

Nil

## **OFFICER'S RECOMMENDATION**

It is recommended that Council receive the Statement of Financial Activity and Variance Report for the period ending the 31st May, 2015.

**COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended that Council receive the Statement of Financial Activity and Variance Report for the period ending the 31st May, 2015.**

**CARRIED**



**SHIRE OF MORAWA**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**

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## SHIRE OF MORAWA

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	NOTE	May 2015 Actual \$	May 2015 Y-T-D Budget \$	2014/15 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Operating</b>							
<b>Revenues/Sources</b>	1,2						
Governance		9,899	7,788	99,469	(81,281)	(89.14%)	▼
General Purpose Funding		1,762,779	1,752,750	1,771,830	10,029	0.57%	
Law, Order, Public Safety		35,742	56,324	56,425	(20,582)	(36.54%)	▼
Health		4,759	10,660	13,910	(5,901)	(55.36%)	
Education and Welfare		32,086	413,465	451,500	(381,379)	(92.24%)	▼
Housing		44,048	46,640	101,470	(2,592)	(5.56%)	
Community Amenities		429,223	1,866,227	1,875,532	(1,437,004)	(77.00%)	▼
Recreation and Culture		467,452	89,215	741,147	378,237	423.96%	▲
Transport		1,135,020	3,009,297	3,034,974	(1,874,277)	(62.28%)	▼
Economic Services		240,271	922,384	949,685	(682,113)	(73.95%)	▼
Other Property and Services		132,405	87,084	101,566	45,321	52.04%	▲
		4,293,684	8,261,834	9,197,507	(4,051,542)	(48.03%)	
<b>(Expenses)/(Applications)</b>	1,2						
Governance		(349,016)	(380,432)	(487,308)	97,683	21.87%	▼
General Purpose Funding		(151,092)	(171,418)	(186,774)	20,326	11.86%	▼
Law, Order, Public Safety		(105,853)	(147,694)	(160,132)	41,841	28.33%	▼
Health		(187,210)	(276,873)	(301,800)	89,663	32.38%	▼
Education and Welfare		(217,522)	(598,214)	(725,601)	380,692	63.64%	▼
Housing		(108,368)	(79,261)	(174,422)	(29,107)	(36.72%)	▲
Community Amenities		(390,912)	(485,102)	(526,191)	94,190	19.42%	▼
Recreation & Culture		(1,045,576)	(836,389)	(905,233)	(209,187)	(25.01%)	▲
Transport		(1,785,378)	(1,587,769)	(1,722,847)	(197,609)	(12.45%)	▲
Economic Services		(458,680)	(550,680)	(593,829)	92,000	16.71%	▼
Other Property and Services		(176,351)	(18,656)	(29,037)	(157,695)	(845.28%)	▲
		(4,975,958)	(5,132,488)	(5,813,176)	222,797	(3.05%)	
<b>Net Result Excluding Rates</b>		(682,274)	3,129,346	3,384,331	(3,828,745)		
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	4	(3,636)	11,828	14,036	(15,464)	130.74%	▼
Movement in Leave Reserve (Added Back)		4,739	0	0	4,739	0.00%	
Movement in Deferred Pensioner Rates/ESL (no		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions (non-		0	0	0	0	0.00%	
Rounding Adjustment		2	0	0	2	0.00%	
Depreciation on Assets		1,290,314	1,001,869	1,093,212	288,445	(28.79%)	▲
<b>Capital Revenue and (Expenditure)</b>							
Purchase of Investments		0	0	0	0	0.00%	
Purchase Land Held for Resale	3	0	0	0	0	0.00%	
Purchase Land and Buildings	3	(78,290)	(820,609)	(925,865)	742,319	90.46%	▼
Purchase Plant and Equipment	3	(55,407)	(1,034,392)	(1,090,078)	978,985	94.64%	▼
Purchase Furniture and Equipment	3	(16,107)	(23,750)	(25,000)	7,643	32.18%	
Purchase Infrastructure Assets - Roads	3	(1,643,366)	(2,424,012)	(2,561,561)	780,646	32.20%	▼
Purchase Infrastructure Assets - Footpaths	3	(4)	0	(36,650)	(4)	0.00%	
Purchase Infrastructure Assets - Drainage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Parks & Ovals	3	(4,993)	(24,819)	(49,641)	19,826	79.88%	▼
Purchase Infrastructure Assets - Airfields	3	0	(2,600,000)	(2,600,000)	2,600,000	100.00%	▼
Purchase Infrastructure Assets - Playground Et	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Sewerage	3	(3,460)	0	0	(3,460)	0.00%	
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Other	3	(1,972,228)	(3,860,753)	(4,124,517)	1,888,525	48.92%	▼
Proceeds from Disposal of Assets	4	16,364	68,327	69,091	(51,963)	(76.05%)	▼
Repayment of Debentures	5	(57,185)	(66,464)	(66,467)	9,279	13.96%	
Proceeds from New Debentures	5	0	100,837	110,000	(100,837)	(100.00%)	▼
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	5	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	6	(319,591)	(416,621)	(444,153)	97,030	23.29%	▼
Transfers from Restricted Asset (Reserves)	6	2,773,248	4,796,974	5,184,561	(2,023,726)	(42.19%)	▼
ADD Net Current Assets July 1 B/Fwd	7	606,653	602,176	602,176	4,477	0.74%	
LESS Net Current Assets Year to Date	7	1,286,641	(93,540)	0	1,380,181	1475.50%	
<b>Amount Raised from Rates</b>	8	(1,431,862)	(1,466,523)	(1,466,525)	34,661	(2.36%)	

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

**Material Variances Symbol**

Above Budget Expectations



Greater than 10,000 and greater than 10%

Below Budget Expectations



Less than 10,000 and less than 10%

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

#### 1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

The budget has also 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.

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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 statement, but a separate statement of those monies appears at Note 9.

**(c) Rounding Off Figures**

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Superannuation**

The Council contributes to a number of superannuation funds on behalf of employees.

**(g) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits held at call with banks, 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 shown as short term borrowings in current liabilities on the statement of financial position.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Trade and Other Receivables

Collectibility 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 doubtful debts is raised when there is objective evidence that they will not be collectible.

(i) Inventories

**General**

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

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

**Land Held for Resale**

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is complete are expensed.

Revenue arising from the sale of property is recognised in the statement of comprehensive income as at the time of signing an unconditional contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(j) Fixed Assets

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

**Initial Recognition**

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 Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

**Revaluation**

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases in the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the statement of comprehensive income.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, 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.

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (j) Fixed Assets (Continued)

###### **Land Under Roads**

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

###### **Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	50 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years

###### **Depreciation of Non-Current Assets (Continued)**

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

**Capitalisation Threshold**

Expenditure under the thresholds listed below is not capitalised. Rather, it is recorded on an

- Land	Nil (All Land Capitalised)
- Buildings	2,000
- Plant & Equipment	2,000
- Furniture & Equipment	1,000
- Infrastructure	5,000

**Capitalisation Threshold**

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

(k) Financial Instruments

**Initial Recognition and Measurement**

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and Subsequent Measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or at cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and
- (b) less any reduction for impairment.

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

*(i) Financial assets at fair value through profit and loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

*(ii) Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period (classified as non-current assets).

*(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity.

Held-to-maturity financial assets are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period, which are classified as current assets.

If the Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale.

*(iv) Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to mature within 12 months of the end of the reporting period (classified as current assets).

*(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

**Impairment**

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(l) Estimation of Fair Value**

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the reporting date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

**(m) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the statement of comprehensive income.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting the budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2013.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

**(n) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (o) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

##### (i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Council has a present obligation to pay resulting from employees' services provided to reporting date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

##### (ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

##### (p) Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

##### (q) Provisions

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result to settle the obligation; and
- c) 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.

Provisions are not recognised for future operating losses.

##### (r) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

##### (s) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation of the current budget year.

## SHIRE OF MORAWA

### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

#### 2. STATEMENT OF OBJECTIVE

The Shire of Morawa is dedicated to providing high quality services to the community through the various service orientated programs which it has established.

##### **GOVERNANCE**

Includes members of Council, Civic Functions & Public Relations, Council Elections, Training/Education. Objective is to provide a management & administrative structure to service Council & the community.

##### **GENERAL PURPOSE FUNDING**

Includes Rates, Loans, Investments & Grants. Objective is to manage Council's finances.

##### **LAW, ORDER, PUBLIC SAFETY**

Includes Emergency Services & Animal Control. Objective is to provide, develop & manage services in response to community needs.

##### **HEALTH**

Includes Environmental Health, Medical & Health facilities. Objective is to provide, develop & manage services in response to community needs.

##### **EDUCATION AND WELFARE**

Includes Education, Welfare & Children's Services. Objective is to provide, develop & manage services in response to community needs.

##### **HOUSING**

Includes Staff & Other Housing. Objective is to ensure quality housing and appropriate infrastructure is maintained.

##### **COMMUNITY AMENITIES**

Includes Refuse Collection, Sewerage, Cemetery, Building Control, Town Planning & Townscape. Objective is to provide, develop & manage services in response to community needs.

##### **RECREATION AND CULTURE**

Includes Pools, Halls, Library, Oval, Parks & Gardens & Recreational Facilities. Objective is to ensure the recreational & cultural needs of the community are met.

##### **TRANSPORT**

Includes Roads, Footpaths, Private Works, Machine Operating Costs, Outside Wages & Airstrip. Objective is to effectively manage transport infrastructure.

##### **ECONOMIC SERVICES**

Includes Tourism, Rural Services, Economic Development & Caravan Park. Objective is to foster economic development, tourism & rural services in the district.

##### **OTHER PROPERTY & SERVICES**

Includes Private Works, Public Works Overheads, Plant Operating Costs, Administration Overheads and Unclassified Items. Objective is to provide control accounts and reporting facilities for all other operations.

## SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

3. ACQUISITION OF ASSETS	2014/15 Budget \$	May 2015 YTD Budget \$	May 2015 Actual \$
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
Upgrade to Old Council Chambers	230,000	230,000	15,052.93
<b>General Purpose Funding</b>			
<b>Health</b>			
Ford Sedan (Doctor Vehicle)	32,500	29,788	0.00
<b>Housing</b>			
Staff Housing - Lot 375 Barnes- Benschtops/patio	14,000	12,826	49,489.00
Staff Housing - Lot 377 Barnes - Repaint bathroom/lift ceiling roc	6,000	5,500	0.00
Staff Housing - Lot 347 Broad Avenue- bathroom renovations	12,500	11,451	0.00
Staff Housing - Lot 372 (7) White Ave - Replace Lino	3,000	2,750	0.00
Aged Person Units x 4 -fence	6,000	5,400	1,754.70
<b>Community Amenities</b>			
Cemetery Upgrade	4,365	4,365	2,155.00
Sewerage Upgrade	49,682	44,694	0.00
Sewerage Upgrade	0	0	3,460.00
Construction of Transfer Station	1,220,000	1,220,000	225.00
Compactors/Transfer Bins for Transfer Station	40,000	40,000	0.00
Storage Shed/Land for Transfer Station	355,000	354,992	0.00
<b>Recreation and Culture</b>			
Morawa Town Hall Kitchen Rendering	110,000	100,826	0.00
Swimming Pool Lane Ropes	15,000	13,750	10,786.76
Upgrade to Pool Pump House	170,000	84,999	0.00
Pool Pump and Filtration System	587,578	538,604	0.00
Sports Complex - Ramps	15,000	7,500	9,838.00
Recreation Centre Floor Restoration	0		0.00
Skate Park	49,641	24,819	4,992.91
Skate Park	28,200	14,100	0.00
<b>Transport</b>			
Road Construction			
- Rural Roads Construction	854,000	843,117	424,631.00
- Townsite Roads Construction	187,965	187,943	19,562.62
Drainage Construction	0	0	0.00
Footpath Construction	36,650	0	3.50
Plant & Equipment - Road Plant Purchases	315,000	315,000	0.00
Airfield Infrastructure	2,600,000	2,600,000	0.00
<b>Economic Services</b>			
Morawa Gateway Project	100,000	90,000	0.00
Morawa Perenjori Trails Project	467,000	420,300	0.00
Caravan Park RV Waste dumpsite	4,000	4,000	0.00
Investment in North Midlands Solar Thermal Power	40,000	36,000	0.00
Phase 2 - Road Freight Alignment	1,519,596	1,392,952	1,199,172.56
Phase 1 - Civic Square/Pedestrian Crossing	0	0	1,921,559.31
Phase 2 - Road Freight Alignment	2,255,635	2,067,659	50,443.45
<b>Other Property &amp; Services</b>			
Administration Furniture & Equipment	10,000	10,000	5,320.65
CEO Vehicle	75,000	75,000	55,406.82
	<u>11,413,312</u>	<u>10,788,335</u>	<u>3,773,854.21</u>

## SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

3. ACQUISITION OF ASSETS (Continued)	2014/15 Budget \$	May 2015 YTD Budget \$	May 2015 Actual \$
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	925,865	820,609	78,289.63
Plant and Equipment	1,090,078	1,034,392	55,406.82
Furniture and Equipment	25,000	23,750	16,107.41
Infrastructure Assets - Roads	2,561,561	2,424,012	1,643,366.18
Infrastructure Assets - Footpaths	36,650	0	3.50
Infrastructure Assets - Drainage	0	0	0.00
Infrastructure Assets - Parks & Ovals	49,641	24,819	4,992.91
Infrastructure Assets - Airfields	2,600,000	2,600,000	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	0	0	3,460.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	4,124,517	3,860,753	1,972,227.76
	<u>11,413,312</u>	<u>10,788,335</u>	<u>3,773,854</u>

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

## 4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	Written Down Value		Sale Proceeds		Profit/(Loss)	
	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$
<b>Health</b>						
Asset 364 - Ford FG G6 Sedan(Drs)	24,100	0.00	9,091	0.00	(15,009)	0.00
<b>Transport</b>						
Asset 272 - Case Backhoe - P192	46,300	0.00	35,000	0.00	(11,300)	0.00
<b>Other Property &amp; Services</b>						
Asset 340 Trade Kluger 4WD Grande 7 seat	12,727	12,727.27	25,000	16,363.64	12,273	3,636.37
	83,127	12,727.27	69,091	16,363.64	(14,036)	3,636.37

By class of asset	Written Down Value		Sale Proceeds		Profit/(Loss)	
	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$
<b>Plant &amp; Equipment</b>						
Asset 364 - Ford FG G6 Sedan(Drs)	24,100	0.00	9,091	0.00	(15,009)	0.00
Asset 340 Trade Kluger 4WD Grande 7 seat	12,727	12,727.27	25,000	16,363.64	12,273	3,636.37
Asset 272 - Case Backhoe - P192	46,300	0.00	35,000	0.00	(11,300)	0.00
	83,127	12,727.27	69,091	16,363.64	(14,036)	3,636.37

Summary

Profit on Asset Disposals  
Loss on Asset Disposals

	2014/15 Budget \$	May 2015 Actual \$
Profit on Asset Disposals	12,273	3,636.37
Loss on Asset Disposals	(26,309)	0.00
	(14,036)	3,636.37

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-14	New Loans		Principal Repayments		Principal Outstanding	
		2014/15 Budget	2014/15 Actual	2014/15 Budget	2014/15 Actual	2014/15 Budget	2014/15 Actual
		\$	\$	\$	\$	\$	\$
<b>Housing</b>							
Loan 133 - GEHA House	160,651	0	0	28,070	28,070	132,581	132,581
Loan 134 - 2 Broad Street	114,055	0	0	20,112	20,112	93,943	93,943
Loan 135 - Staff Housing	37,722	0	0	18,285	9,003	19,437	28,719
<b>Recreation &amp; Culture</b>							
Loan 139 - Hall Kitchen Rendering	0	110,000	0	0	0	110,000	0
	312,428	110,000	0	66,467	57,185	355,961	255,243

All debenture repayments are to be financed by general purpose revenue.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2014/15

Particulars/Purpose	Amount Borrowed		Loan Type	Total Interest & Charges \$	
	Actual \$	Budget \$			
Loan 139 - Hall Kitchen Rendering	0	110,000	Debenture	Unknown	

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	2014/15 Budget \$	May 2015 Actual \$	Projected 2015 Actual \$
<b>6. RESERVES - CASH BACKED</b>			
<b>(a) Leave Reserve</b>			
Opening Balance	216,594	216,593	216,593
Amount Set Aside / Transfer to Reserve	59,746	4,739	59,606
Amount Used / Transfer from Reserve	(59,000)	0	(97,250)
	<u>217,340</u>	<u>221,332</u>	<u>178,949</u>
<b>(b) Sports and Recreation Facilities Reserve</b>			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
<b>(c) Plant Reserve</b>			
Opening Balance	679,388	679,387	679,387
Amount Set Aside / Transfer to Reserve	184,042	160,157	208,844
Amount Used / Transfer from Reserve	(388,409)	(50,000)	(268,409)
	<u>475,021</u>	<u>789,544</u>	<u>619,822</u>
<b>(d) Building Reserve</b>			
Opening Balance	5,034	5,034	5,034
Amount Set Aside / Transfer to Reserve	110	110	107
Amount Used / Transfer from Reserve	0	0	0
	<u>5,144</u>	<u>5,144</u>	<u>5,141</u>
<b>(e) Economic Development Reserve</b>			
Opening Balance	103,689	103,689	103,689
Amount Set Aside / Transfer to Reserve	2,272	2,269	2,204
Amount Used / Transfer from Reserve	0	0	0
	<u>105,961</u>	<u>105,958</u>	<u>105,893</u>
<b>(f) Community Development Reserve</b>			
Opening Balance	1,461,097	1,461,098	1,461,098
Amount Set Aside / Transfer to Reserve	47,020	31,966	31,063
Amount Used / Transfer from Reserve	(389,041)	0	(389,041)
	<u>1,119,076</u>	<u>1,493,064</u>	<u>1,103,120</u>
<b>(g) Sewerage Reserve</b>			
Opening Balance	77,862	77,862	77,862
Amount Set Aside / Transfer to Reserve	1,706	1,703	1,655
Amount Used / Transfer from Reserve	(49,682)	0	(49,682)
	<u>29,886</u>	<u>79,565</u>	<u>29,835</u>
<b>(h) Unspent Grants and Contributions Reserve</b>			
Opening Balance	2,001,459	2,001,459	2,001,459
Amount Set Aside / Transfer to Reserve	28,860	24,651	28,745
Amount Used / Transfer from Reserve	(1,992,855)	(1,168,248)	(1,992,855)
	<u>37,464</u>	<u>857,862</u>	<u>37,349</u>

**SHIRE OF MORAWA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**

	2014/15 Budget \$	May 2015 Actual \$	Projected 2015 Actual \$
<b>6. RESERVES (Continued)</b>			
<b>(i) Business Units Reserve</b>			
Opening Balance	20,043	20,043	20,043
Amount Set Aside / Transfer to Reserve	20,439	439	20,426
Amount Used / Transfer from Reserve	0	0	0
	<u>40,482</u>	<u>20,482</u>	<u>40,469</u>
<b>(j) Morawa Community Trust Reserve</b>			
Opening Balance	24,730	18,482	18,482
Amount Set Aside / Transfer to Reserve	542	429	435
Amount Used / Transfer from Reserve	(16,196)	0	(8,000)
	<u>9,076</u>	<u>18,911</u>	<u>10,917</u>
<b>(k) Morawa Community Future Funds Reserve</b>			
Opening Balance	2,113,351	2,113,351	2,113,351
Amount Set Aside / Transfer to Reserve	66,312	46,236	44,930
Amount Used / Transfer from Reserve	0	0	0
	<u>2,179,663</u>	<u>2,159,587</u>	<u>2,158,281</u>
<b>(l) Refuse Transfer Station Reserve</b>			
Opening Balance	191,567	191,566	191,566
Amount Set Aside / Transfer to Reserve	4,198	4,191	4,073
Amount Used / Transfer from Reserve	(95,000)	0	(95,000)
	<u>100,765</u>	<u>195,757</u>	<u>100,639</u>
<b>(m) Aged Care Units Reserve</b>			
Opening Balance	8,662	8,662	8,662
Amount Set Aside / Transfer to Reserve	190	190	184
Amount Used / Transfer from Reserve	-	0	0
	<u>8,852</u>	<u>8,852</u>	<u>8,846</u>
<b>(n) ST-N/Midlands Solar Thermal Power</b>			
Opening Balance	528,654	528,654	528,654
Amount Set Aside / Transfer to Reserve	11,585	11,482	11,380
Amount Used / Transfer from Reserve	(500,000)	0	(500,000)
	<u>40,239</u>	<u>540,136</u>	<u>40,034</u>
<b>(o) ST-Morawa Revitalisation Reserve</b>			
Opening Balance	1,694,377	1,694,377	1,694,377
Amount Set Aside / Transfer to Reserve	17,131	31,030	36,473
Amount Used / Transfer from Reserve	(1,694,378)	(1,555,000)	(1,694,378)
	<u>17,130</u>	<u>170,407</u>	<u>36,472</u>
<b>Total Cash Backed Reserves</b>	<b>4,386,099</b>	<b>6,666,600</b>	<b>4,475,767</b>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	2014/15 Budget \$	May 2015 Actual \$	Projected 2015 Actual \$
<b>6. RESERVES (Continued)</b>			
<b>Summary of Transfers</b>			
<b>To Cash Backed Reserves</b>			
<b>Transfers to Reserves</b>			
Leave Reserve	59,746	4,739	59,606
Sports and Recreation Facilities Reserve	0	0	0
Plant Reserve	184,042	160,157	208,844
Building Reserve	110	110	107
Economic Development Reserve	2,272	2,269	2,204
Community Development Reserve	47,020	31,966	31,063
Sewerage Reserve	1,706	1,703	1,655
Unspent Grants and Contributions Reserve	28,860	24,651	28,745
Business Units Reserve	20,439	439	20,426
Morawa Community Trust Reserve	542	429	435
Morawa Community Future Fund Reserve	66,312	46,236	44,930
Refuse Transfer Station Reserve	4,198	4,191	4,073
Aged Care Units Reserve	190	190	184
ST-N/Midlands Solar Thermal Power	11,585	11,482	11,380
ST-Morawa Revitalisation Reserve	17,131	31,030	36,473
	<u>444,153</u>	<u>319,591</u>	<u>450,125</u>
<b>Transfers from Reserves</b>			
Leave Reserve	(59,000)	0	(97,250)
Sports and Recreation Facilities Reserve	0	0	0
Plant Reserve	(388,409)	(50,000)	(268,409)
Building Reserve	0	0	0
Economic Development Reserve	0	0	0
Community Development Reserve	(389,041)	0	(389,041)
Sewerage Reserve	(49,682)	0	(49,682)
Unspent Grants and Contributions Reserve	(1,992,855)	(1,168,248)	(1,992,855)
Business Units Reserve	0	0	0
Morawa Community Trust Reserve	(16,196)	0	(8,000)
Morawa Community Future Fund Reserve	0	0	0
Refuse Transfer Station Reserve	(95,000)	0	(95,000)
Aged Care Units Reserve	0	0	0
ST-N/Midlands Solar Thermal Power	(500,000)	0	(500,000)
ST-Morawa Revitalisation Reserve	(1,694,378)	(1,555,000)	(1,694,378)
	<u>(5,184,561)</u>	<u>(2,773,248)</u>	<u>(5,094,615)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>(4,740,408)</u>	<u>(2,453,657)</u>	<u>(4,644,490)</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

6. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Leave Reserve**

To be used to fund leave requirements.

**Sportsground Complex Upgrade Reserve**

To be used to upgrade the Sporting Complex Facilities.

**Plant Reserve**

To be used to upgrade, replace or purchase new plant and equipment.

**Building Reserve**

To be used to refurbish, replace, extend or establish Council owned buildings.

**Economic Development Reserve**

To be used to create economic development initiatives in the local community.

**Community Development Reserve**

To be used for Community Projects within the Shire of Morawa

**Sewerage Reserve**

To be used to repair, replace or extend the sewerage facility.

**Unspent Grants and Contributions Reserve**

To be used as a quarantine for unspent committed funds.

**Business Units Reserve**

To be used to upgrade, refurbish or purchase new Business Units

**Morawa Community Trust Reserve**

To be used for Morawa Community Projects

**Refuse Transfer Station Reserve**

To be used for Morawa Landfill closure and Refuse Transfer Station implementation project - R4R funds

**Aged Persons Units Reserve**

To be used for the construction of 4 Aged Care Units at the Morawa Perenjori Health Centre R4R Mid West

**ST - N/Midlands Solar Thermal Power**

**Reserves**

Super Town funds to be used for the N/Midlands Solar Thermal Power feasibility Study Project

**ST-Morawa Revitalisation Reserve**

Super Town funds to be used for the Morawa Town Revitalisation Project

Except for the Unspent Grants and Contributions Reserve, the Reserves are not expected to be used within a set period as further transfers to the reserve accounts are expected as funds are utilised.

**SHIRE OF MORAWA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**

	2013/14 B/Fwd Per 2014/15 Budget \$	2013/14 B/Fwd Per Financial Report \$	2014/15 Actual \$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	589,985	278,718	925,609
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	9,126,507	9,120,259	6,666,602
Rates - Current	166,160	166,707	266,082
Sundry Debtors	159,396	159,396	188,255
GST Receivable	120,492	120,492	112,162
Accrued Income/Prepayments	16,328	16,328	16,328
Provision for Doubtful Debts	(2,301)	(2,632)	(2,632)
Other Current Debtors	0	0	27
Inventories	12,905	12,905	12,905
	<u>10,189,472</u>	<u>10,189,773</u>	<u>8,185,338</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(105,954)	(106,044)	(2,003)
Income Received in Advance	(26,953)	0	(40,165)
GST Payable	(164,271)	(164,271)	(58,313)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	7,885	(13,695)	(8,317)
Withholding Tax Payable	0	0	0
Payg Payable	(30,104)	(30,104)	(37,317)
Accrued Interest on Debentures	0	(7,030)	0
Accrued Salaries and Wages	0	(50,998)	0
Current Employee Benefits Provision	(50,998)	(307,312)	(307,312)
Current Loan Liability	(306,988)	(66,467)	(9,282)
	<u>(677,383)</u>	<u>(745,921)</u>	<u>(462,709)</u>
<b>NET CURRENT ASSET POSITION</b>	9,512,089	9,443,852	7,722,629
Less: Cash - Reserves - Restricted	(9,126,507)	(9,120,259)	(6,666,602)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	216,594	216,593	221,332
Add Back : Current Loan Liability	0	66,467	9,282
<b>SURPLUS/(DEFICIENCY) C/FWD</b>	<u>602,176</u>	<u>606,653</u>	<u>1,286,641</u>

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

## 8. RATING INFORMATION

## RATE TYPE

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2014/15 Rate Revenue \$	2014/15 Interim Rates \$	2014/15 Back Rates \$	2014/15 Total Revenue \$	2014/15 Budget \$
<b>General Rate</b>								
GRV Residential/Commercial	6.82360	263	2,792,472	190,547	4,860	0	195,407	190,547
UV Rural	2.07750	218	56,206,000	1,167,680	(28)	0	1,167,653	1,167,680
UV Mining	27.45800	19	471,650	129,506	72	0	129,578	129,506
<b>Sub-Totals</b>		500	59,470,122	1,487,733	4,904	0	1,492,637	1,487,733
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV Residential/Commercial	257	54	42,985	13,878		0	13,878	13,878
UV Rural	257	7	49,800	1,799	0	0	1,799	1,799
UV Mining	622	12	10,301	7,464	1,244	0	8,708	7,464
<b>Sub-Totals</b>		73	103,086	23,141	1,244	0	24,385	23,141
Ex-Gratia Rates							1,517,022	1,510,874
Discounts							5,331	5,950
Rates Written Off							1,522,353	1,516,824
Movement in Excess Rates							(56,937)	(49,000)
							(5,971)	(1,300)
							(26,953)	0
<b>Totals</b>							1,432,492	1,466,524

All land except exempt land in the Shire of Morawa is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2014/15 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

# SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

### 9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds Lisa Porter	520	0	(520)	0
Housing Bonds Paul Fraser	0	720	0	720
Child Care Bonds	155	0	(155)	0
Bonds Hall/Rec Centre Hire	0	0	0	0
Extractive Industries Licence	0	0	0	0
Youth Centre	865	0	0	865
Council Nominations	0	0	0	0
Bill Johnson Unit 1 Bond	520	0	(520)	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	1,570	0	(1,570)	0
Local Drug Action Group	384	200	(24)	560
BCITF/BRB Training Levy	107	3,858	(1,079)	2,886
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	10,525	4,778	(3,868)	11,435

**SHIRE OF MORAWA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**

**10. OPERATING STATEMENT**

	<b>May 2015 Actual \$</b>	<b>2014/15 Budget \$</b>	<b>2013/14 Actual \$</b>
<b>OPERATING REVENUES</b>			
Governance	9,899	99,469	15,946
General Purpose Funding	3,195,271	3,238,354	2,318,384
Law, Order, Public Safety	35,742	56,425	45,722
Health	4,759	13,910	9,533
Education and Welfare	32,086	451,500	18,710
Housing	44,048	101,470	50,675
Community Amenities	429,223	1,875,532	479,151
Recreation and Culture	467,452	741,147	929,733
Transport	1,135,020	3,034,974	1,532,340
Economic Services	240,271	949,685	2,753,230
Other Property and Services	132,405	101,566	134,705
<b>TOTAL OPERATING REVENUE</b>	<b>5,726,176</b>	<b>10,664,031</b>	<b>8,288,128</b>
<b>OPERATING EXPENSES</b>			
Governance	349,016	487,308	445,701
General Purpose Funding	151,092	186,774	216,542
Law, Order, Public Safety	105,853	160,132	214,281
Health	187,210	301,800	211,764
Education and Welfare	217,522	725,601	248,473
Housing	108,368	174,422	115,909
Community Amenities	390,912	526,191	616,295
Recreation & Culture	1,045,576	905,233	968,776
Transport	1,785,378	1,722,847	1,979,877
Economic Services	458,680	593,829	594,151
Other Property and Services	176,351	29,037	(17,347)
<b>TOTAL OPERATING EXPENSE</b>	<b>4,975,958</b>	<b>5,813,176</b>	<b>5,594,421</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>750,218</u></b>	<b><u>4,850,855</u></b>	<b><u>2,693,707</u></b>

**SHIRE OF MORAWA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**

**11. BALANCE SHEET**

	May 2015 Actual \$	2013/14 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	7,592,210	9,716,577
Receivables	580,222	460,291
Inventories	12,905	12,905
<b>TOTAL CURRENT ASSETS</b>	<u>8,185,337</u>	<u>10,189,773</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	5,302	5,302
Inventories	0	0
Property, Plant and Equipment	26,630,326	27,180,582
Infrastructure	24,005,000	20,983,302
<b>TOTAL NON-CURRENT ASSETS</b>	<u>50,640,628</u>	<u>48,169,186</u>
<b>TOTAL ASSETS</b>	<u>58,825,965</u>	<u>58,358,959</u>
<b>CURRENT LIABILITIES</b>		
Payables	146,114	372,142
Interest-bearing Liabilities	9,282	66,467
Provisions	307,312	307,312
<b>TOTAL CURRENT LIABILITIES</b>	<u>462,708</u>	<u>745,921</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	245,961	245,962
Provisions	41,323	41,323
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>287,284</u>	<u>287,285</u>
<b>TOTAL LIABILITIES</b>	<u>749,992</u>	<u>1,033,206</u>
<b>NET ASSETS</b>	<u>58,075,973</u>	<u>57,325,753</u>
<b>EQUITY</b>		
Retained Surplus	34,826,860	31,622,984
Reserves - Cash Backed	6,666,602	9,120,259
Reserves - Asset Revaluation	16,582,510	16,582,510
<b>TOTAL EQUITY</b>	<u>58,075,972</u>	<u>57,325,753</u>

# SHIRE OF MORAWA

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

### 12. FINANCIAL RATIO

	2015 YTD	2014	2013	2012
Current Ratio	6.290	7.880	1.870	2.230

The above rates are calculated as follows:

Current Ratio equals

$$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

**SHIRE OF MORAWA**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**  
**Report on Significant variances Greater than 10% and \$10,000**

**Purpose**

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Revised Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (eg a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for

**The Materiality variances adopted by Council are:**

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$10,000	Must Report

**REPORTABLE OPERATING REVENUE VARIATIONS**

***Governance - Variance below budget expectations.***

Grant income associated with the upgrade to the old Council Chambers will not be received until project completed.

***Law, Order & Public Safety - Variance below budget expectations.***

FESA/ESL grant income still to be received - Timing

***Education and Welfare - Variance below budget expectations***

Industry Training Centre - waiting on confirmation of grant

***Community Amenities - Variance below budget expectations.***

Grants for Super Towns Planning yet to be received - timing - Project completed

Grant income for new tip site removed in revised budget - project delayed.

***Recreation & Culture - Variance above budget expectations.***

Music/Arts Festival income received that was not budgeted for - Permanent

***Transport - Variance within expectations.***

MRWA Direct Grant received - \$108,500

Income from Main Roads RRG still to be invoiced when work has commenced

***Economic Services - Variance below budget expectations.***

Timing of Super Towns projects

Income from Caravan Park and Chalets below budget - should pick up around April

**SHIRE OF MORAWA**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**  
**Report on Significant variances Greater than 10% and \$10,000**

**REPORTABLE OPERATING EXPENSE VARIATIONS**

***General Purpose Funding - Variance below budget expectations***

Revised budget for Debt collection fees is now on target.

***Governance - Variance below budget expectations.***

Expenses relating to Members less than budget, for example, Refreshments & Receptions and Conference

Administration Costs Allocated to Members expected to be less than budget.

Members Conference expenses less than budgeted for.

Public relation expenses less than budget.

Staff Training and Professional Development below budget expectations

Financial/Corporate Planning expenses below budget expectations

***Law, Order and Public Safety - Variance below budget expectations.***

Expense relating Fire Services Manager is less than budget.

SES expenses below budget

***Health - Variance below budget expectations.***

***Education and Welfare - Variance below budget expectations***

Industry training centre expenditure yet to commence.

Child Care Mtce below budget

***Housing - Variance below budget expectations.***

Building maintenance as per the revised budget is below budget expectations

***Community Amenities - Variance below budget expectations.***

Town Planning Expenses below budget expectations

***Other Sport & Recreation - Variance above budget expectations.***

Maintenance to Sports & Rec Ovals & Buildings - timing

Maintenace to Parks and Gardens - timing

***Transport - Variance within budget expectations.***

Maintenance of Rural Roads within budget, Town Streets and the Depot is below budget - timing.

Department of Transport licensing reflected in budget - off set by income

Aerodrome Master Plan - over budget

***Economic Services - Variance below budget expectations***

Caravan Park operations under budget

Tourist Bureau operations under budget

Super Town expenditure is currently under expended - timing

***Other Property & Services - Variance above budget expectations.***

Allocations to works - timing

Private Works expenditure over budget

**SHIRE OF MORAWA**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015**  
**Report on Significant variances Greater than 10% and \$10,000**

**REPORTABLE NON-CASH VARIATIONS**

***Depreciation on Assets - Variance above budget expectations.***

Depreciation on buildings now based on fair value valuations - Permanent

**REPORTABLE CAPITAL EXPENSE VARIATIONS**

***Purchase of Land & Buildings - Variance above budget expectations.***

Upgrade to Old Council Chambers yet to commence

Swimming Pool Upgrade -due to commence in April

***Purchase of Plant & Equipment - Variance below budget expectations.***

Swimming Pool Plant & Equipment after pool season

Purchase of CEO Vehicle - under budget

***Purchase of Infrastructure Assets Roads - Variance below budget expectations.***

Capital Road Works for roads under budget - timing (NB: Includes Road Freight realignment works)

***Purchase Infrastructure Assests - Parks & Ovals - Variance above budget expectations.***

Expenditure on Skate Park under budget - timing

***Purchase Infrastructure Assests - Airfields- Variance below budget expectations.***

Expenditure on new airfield under budget - timing

***Purchase Infrastructure Assests - Other- Variance below budget expectations.***

Construction of the Transfer Station in progress

Morawa Gateway Project awaiting grants

Morawa Perenjori Trails Project awaiting grants

Civic Square/Pedestrian Crossing below budget

***Transfer to Reserves - Variance below budget expectations.***

Some transfers to reserves will not happen till the end of the year - Timing

**REPORTABLE CAPITAL INCOME VARIATIONS**

***Proceeds from Disposal of Assets - Variance below budget expectations.***

The proceeds from the sale of the backhoe and the Dr's vehicle not yet realised -

***Proceeds from New Borrowings- Variance below budget expectations.***

Loan borrowings relating to the rendering of the hall kitchen not yet raised

***Transfer from Reserves - Variance below budget expectations.***

Transfers from reserves below budget expectations due to timing of the completion of the S/towns project.

## 7.2.3 Community Youth Development Officer

<i>Date of Meeting:</i>	18 June 2015
<i>Item No:</i>	7.2.3.1
<i>Subject:</i>	Tidy Town Advertising Signage, Mullewa Wubin Road, Morawa
<i>Date &amp; Author:</i>	4/6/15, Marie Gamble (Youth Support Officer)
<i>Applicant/ Proponent:</i>	Shire of Morawa
<i>File Number:</i>	ADM 0198
<i>Previous Minute/s and Reference:</i>	NA

### **SUMMARY**

The purpose of this report is for Council to consider an application to erect two signs 0.7 metres wide and 0.9 metres high.

The signs will be located at the northern entry to Morawa, approximately 700 metres south of the intersection of Mullewa-Wubin Road and Mingenew-Morawa Road and at the southern entry to Morawa, approximately 800 metres north of the Jones Lake Road intersection on Mullewa Wubin Road.

The signs will be advertising Morawa's involvement in the 2015 Tidy Towns Competition.

The signs will be placed on site for a maximum 12 month period during the duration of the Tidy town year, from judging until the 2016 entries have been submitted.

### **DECLARATION OF INTEREST**

Author of report has no declaration of interest.

### **ATTACHMENTS**

Attachment 1 – Sign Dimensions

Attachment 2 – Graphic Design of proposed signs

Attachment 3 – Location of proposed sign 1 and photos of location (3 pages)

Attachment 4 – Location of proposed sign 2 and photos of location (3 pages)

Attachment 5 – In Principle support from Main Roads Western Australia

Attachment 6 – Approval for advertising signs

## **BACKGROUND INFORMATION**

Under the Shire of Morawa Town Planning Scheme the two sign locations are zoned “no zone” as they will be located within a Main Roads Western Australia road reserve.

The sign dimensions and materials include the following components:

- Aluminium signs with rounded corners.
- Non reflective surface digitally printed by Jason Sign makers and commissioned by Keep Australia Beautiful and Tidy Towns.
- Will be displayed on a single flangeable post as per Mains Roads Banner/ Advertisement requirements – see attachment 6
- Both Signs will be identical; the total height (including post) will be 2.2m, the total width will be 0.7m. Both signs will be placed with a 3.5m lateral offset from edge of sign panel to the edge of sealed road surface.

The signs do not include any moving parts and will not utilise any form of lighting.

## **OFFICER’S COMMENT**

The proposed advertising signs would be located along the Mullewa Wubin Road, a Main Roads Western Australia road reserve and approval would be required by that agency. Communication with Main Roads Western Australia, with regard to this application, has commenced and once Council approval has been attained, the application will be submitted to Main Roads for approval. Initial consultation has advised that the sign meets Main Roads Western Australia requirements for advertisement and as long as all criteria is met in regards to location, structure and processes, the application will be successful. (See attachment 5)

## **COMMUNITY CONSULTATION**

The Tidy town’s initiative has been ongoing for the last year, and community members have been made aware of the intentions of the Shire of Morawa to be involved in Tidy Towns 2015. No objections have been raised as to the project. The signs are non obtrusive and aesthetically pleasing, and are not considered to create a negative visual impact to the area where they will be located. They are temporary, and will remain for a maximum period of 12 months.

## **COUNCILLOR CONSULTATION**

No Councillor consultation has been completed.

## **STATUTORY ENVIRONMENT**

Planning and Development Act 2005

Shire of Morawa Local Planning Scheme No 2

Main Roads Western Australia “Guide to the Management of Road Side Advertising”

**POLICY IMPLICATIONS:**

Morawa Town Planning Scheme Policies *Section 12 Public Information Signage* and *Section 13 Advertising Signage* - The proposed signage relates directly to a Local Government based project within the Shire of Morawa. The project or associated signs does not contravene any policy requirements.

The *Conditions for Advertising Signs* (Main Roads Western Australia) provides detailed design guidelines and the proposed locations and dimensions of the sign accords with these requirements. The pertinent sections have been attached. (see attachment 6 & 7)

**FINANCIAL IMPLICATIONS:**

Production and design of the sign is at no cost to the Shire of Morawa, and is commissioned by Tidy Towns – Sustainable Communities, as a part of entry to the competition.

**STRATEGIC IMPLICATIONS:**

Nil.

**RISK MANAGEMENT:**

Council's planning approval relating to the proposed sign is integral to approval also being obtained from Main Roads Western Australia.

**VOTING REQUIREMENT:**

Simple majority.

**OFFICER'S RECOMMENDATION:**

It is Recommended:-

That Council:

Approve the planning application for both Tidy Town signs, 0.7 metres by 0.9 metres on flangible posts, to be located at the northern entry to Morawa, approximately 700 metres south of the intersection of Mullewa-Wubin Road and Mingenew-Morawa Road and at the southern entry to Morawa, approximately 800 metres north of the Jones Lake Road intersection on Mullewa Wubin Road.

The Tidy Town signs being positioned at these locations for a maximum period of 12 months.

And

Advise Main Roads Western Australia that the Shire of Morawa has provided planning approval for the two Tidy Towns signs to be erected at the North and South entrances to town as per specifications of Main Roads Western Australia.

## **COUNCIL RESOLUTION**

**Moved: Cr K P Stokes  
Seconded: Cr D S Agar**

**It is Recommended:-**

**That Council:**

**Approve the planning application for both Tidy Town signs, 0.7 metres by 0.9 metres on flangible posts, to be located at the northern entry to Morawa, approximately 700 metres south of the intersection of Mullewa-Wubin Road and Mingenew-Morawa Road and at the southern entry to Morawa, approximately 800 metres north of the Jones Lake Road intersection on Mullewa Wubin Road.**

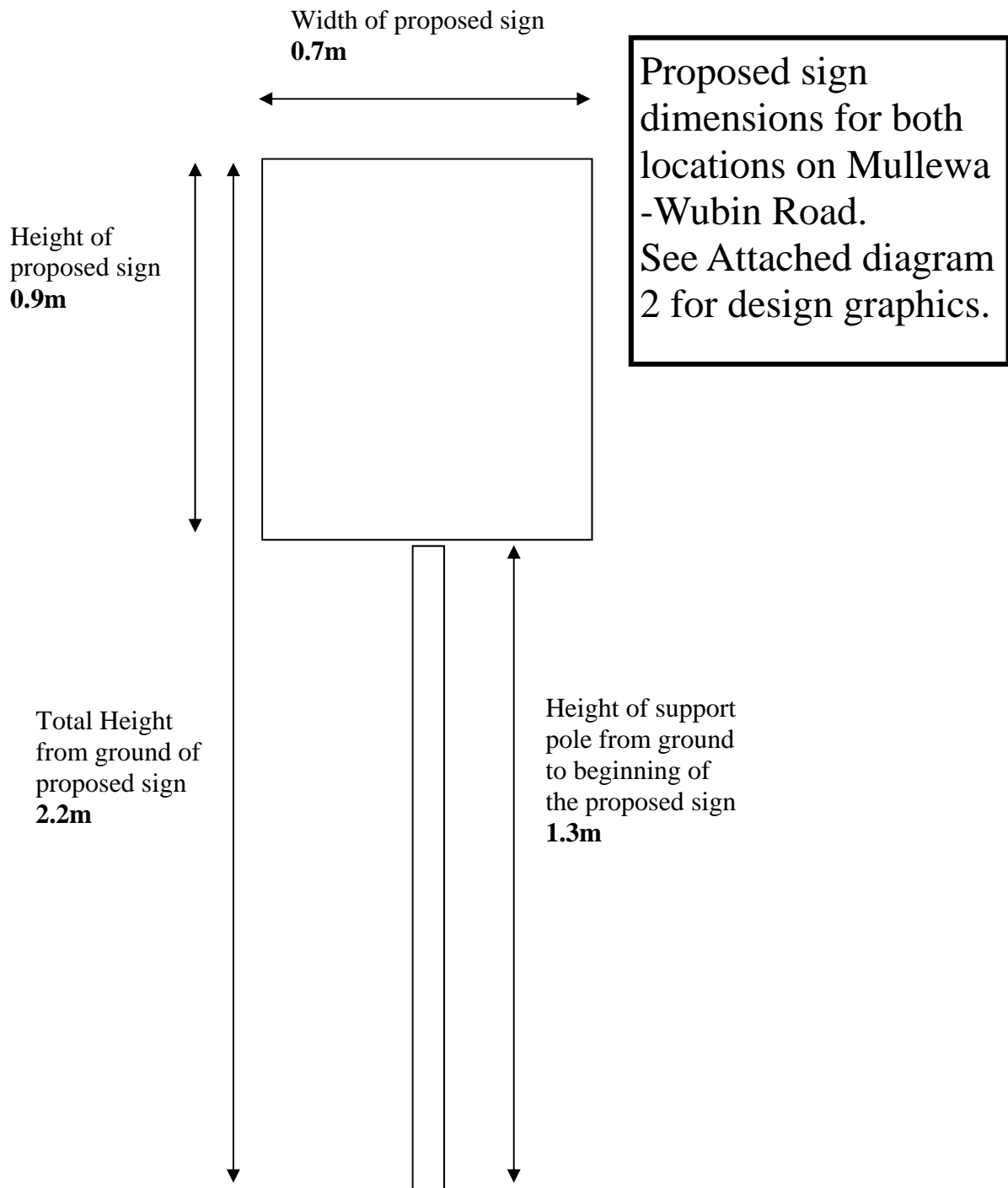
**The Tidy Town signs being positioned at these locations for a maximum period of 12 months.**

**And**

**Advise Main Roads Western Australia that the Shire of Morawa has provided planning approval for the two Tidy Towns signs to be erected at the North and South entrances to town as per specifications of Main Roads Western Australia.**

**CARRIED  
7/0**

## Attachment 1



## Attachment 2

Graphic Design of  
Proposed Advertising  
Signs to be located on  
Mullewa– Wubin  
Road



0.9m

0.7m

### Attachment 3

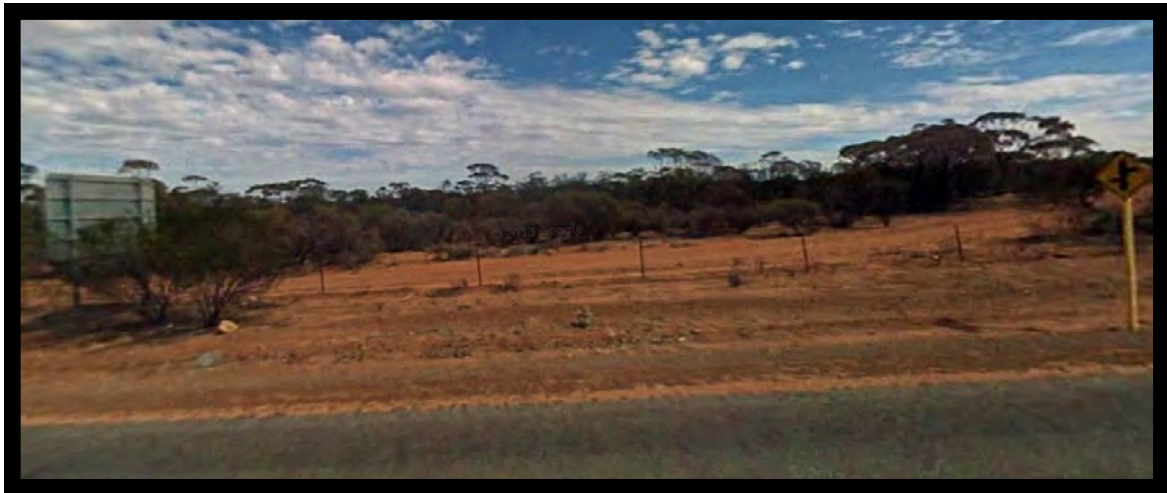
**Proposed Location Sign 1 ; Wubin-Mullewa Rd; North of Town;** Approximately 400 Metres from the intersection, Sign front facing North, viewed by traffic entering Morawa. Not located in an are where it will impede vision or be a hazard/



**Sight Map showing proposed location 1**



View from proposed location 1 facing the railway track and Airport



View from proposed location 1 facing Mingenew



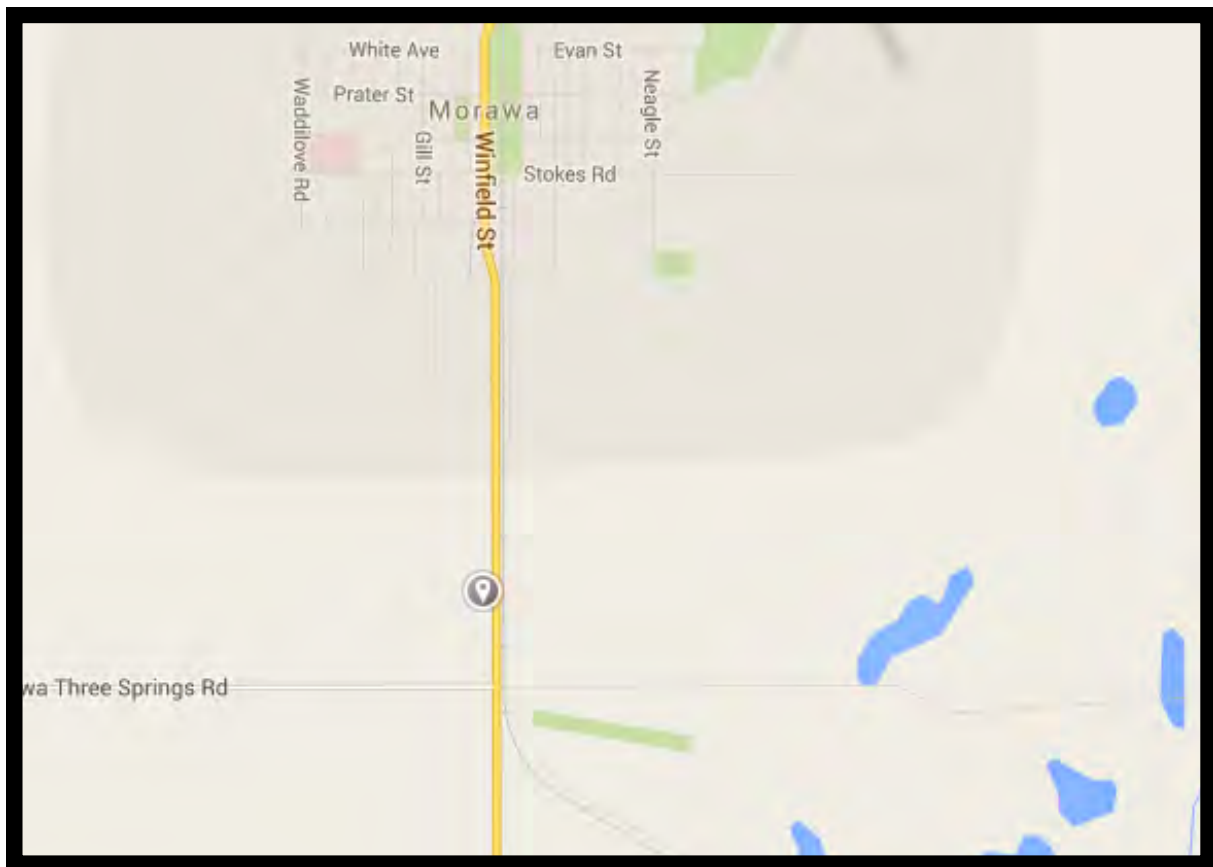
**View from proposed location facing away from Morawa**



**View from proposed location Facing Morawa**

## Attachment 4

**Proposed Location Sign 2 ; Wubin-Mullewa Rd; South of Town;** Approximately 420 Metres from the intersection, Sign front facing South, viewed by traffic entering Morawa. Not located in an are where it will impede vision or be a hazard.



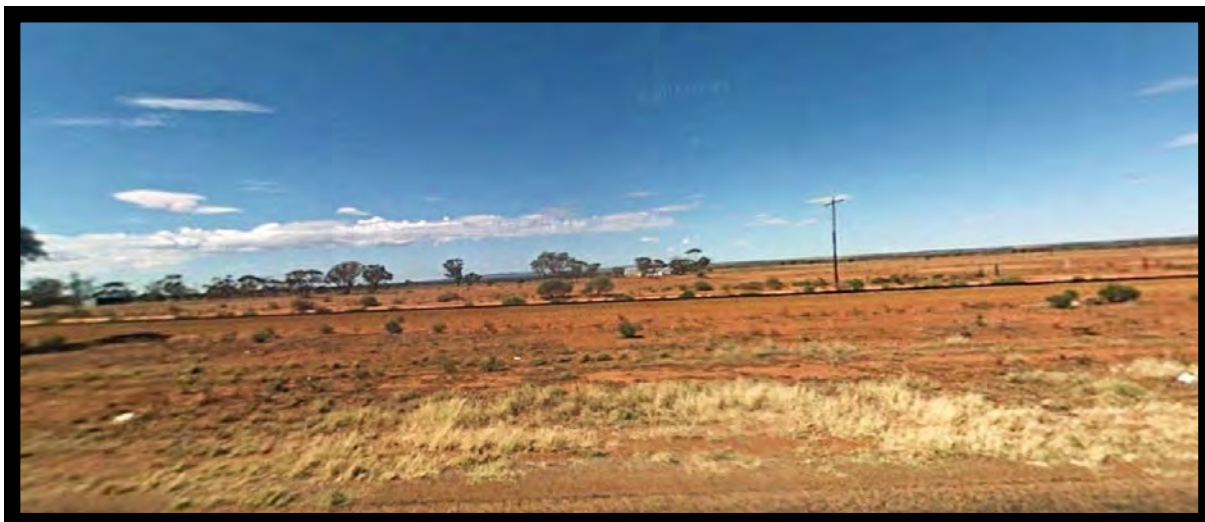
**Sight Map showing proposed location 2**



View from proposed location 2 facing Morawa



View from proposed location 2 facing away from Morawa



**View from proposed location facing East**



**View from proposed location Facing West**

**From:** WHITEHOUSE Patrick (NOO) [patrick.whitehouse@mainroads.wa.gov.au]  
**Sent:** Thursday, 4 June 2015 9:58 AM  
**To:** Marie Gamble  
**Cc:** HERBERT Peter (NOM)  
**Subject:** RE: Tidy town sign- Morawa

Hi Marie,

Main Roads is supportive in principle with your proposal. Recommend the signs be positioned on the same side of the road the targeted traffic is travelling. Please ensure all distances such as longitudinal and lateral are expressed in metres and are shown on the drawing.

Example- Location 2- Proposed advertising sign Wubin Mullewa Rd, RHS of Road, XXm south of Mingenew-Morawa Rd facing southbound traffic. XXm lateral offset from edge of sign panel to the edge of seal.

Please ensure all traffic signs and relevant roadside items are also detailed in your application.

If you have any queries please don't hesitate to contact me.

Regards,

**Patrick Whitehouse**

NETWORK OPERATIONS OFFICER  
Regional Services / Mid West-Gascoyne  
p: +08 9956 1221 | m: +0417 951 167  
w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



mainroads  
WESTERN AUSTRALIA



**From:** Marie Gamble [<mailto:youthsupport@morawa.wa.gov.au>]  
**Sent:** Wednesday, 3 June 2015 2:36 PM  
**To:** WHITEHOUSE Patrick (NOO)  
**Cc:** HERBERT Peter (NOM)  
**Subject:** RE: Tidy town sign- Morawa

Afternoon Patrick,

Thanks for speaking with me yesterday, I have attached the basic map with the locations and dimensions of the proposed advertising. In order to get this through council for approval I need In principal support from Main Roads WA. Each sign will be mounted on a single flangeable post, and will be the same distance from the sealed road as the current Super Town signs. The signs will be located away from other signs, and not inhibit vision of speed signs. This will be a temporary erection of up to 12 months, for the duration of the Tidy Town 2015/2016 year. Once council approval has been gained, I will be able to submit the application with drawings, photos and other specifications. The Shire of Morawa has all indemnity insurance secured and is aware of these signs.

Thanks Patrick, I hope to hear from you soon.

Marie Gamble  
**Youth Support Officer**  
Shire of Morawa Youth Center

PH: 08 9971 1651



**From:** WHITEHOUSE Patrick (NOO) [<mailto:patrick.whitehouse@mainroads.wa.gov.au>]  
**Sent:** Tuesday, 2 June 2015 3:05 PM  
**To:** [youthsupport@morawa.wa.gov.au](mailto:youthsupport@morawa.wa.gov.au)  
**Cc:** HERBERT Peter (NOM)  
**Subject:** Tidy town sign- Morawa

Hi Marie,

Thank you for your time earlier today. As discussed this sign would be classified as an advertising sign and therefore subject to criteria outlined in the Promotional advertising signs guidelines.

Approval from the relevant Shire is required for all advertising signage on or in the vicinity of highways and main roads.

If approved by the Shire of Morawa the applicant shall comply with the following:

- Comply with the criteria as outlined in the Pole Mounted Banners and Flags guidelines
- Application form submitted to this office
- Applicant to ensure that indemnity and insurance requirements are completed.

Please refer to the reference documents attached. All necessary plans, specifications, drawings, approvals by Local Government, other authorities and property owner, structural certification and any other relevant documents must be provided in the application to Main Roads.

If you have any questions or queries please don't hesitate to contact me.

Regards,

**Patrick Whitehouse**  
NETWORK OPERATIONS OFFICER  
Regional Services / Mid West-Gascoyne  
**p:** +08 9956 1221 | **m:** +0417 951 167  
**w:** [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



**mainroads**  
WESTERN AUSTRALIA



## **5. APPROVAL**

### **5.1 DELEGATION OF COMMISSIONER'S POWERS**

As allowed under Section 33C of the Main Roads Act 1930, the Commissioner of Main Roads will invite all local governments to accept delegated authority for the approval of the following advertising signs located on State road reserves:

- Portable Business Signs
- Temporary Event Signs
- Illuminated Street Name Signs
- Bus Shelter, Roadside Seat and Litter Bin Signs
- Pole Mounted Banners and Flags

Delegations executed prior to these amended guidelines being put into place will be revoked upon confirmation from the local government that it accepts or does not accept the terms and conditions described in the Instrument of Delegation shown at Appendix B of this document.

In conjunction with the delegation, local governments are to maintain a register of approvals granted under the Instrument of Delegation, containing the following information for each approval:

- Name of applicant.
- Description/type of advertisement.
- Location of advertisement.
- Approved erection and removal dates.
- Terms and conditions of approval (if any).

Delegated Local Governments shall ensure that all indemnity and insurance requirements as specified in Section 5.3 of this document in respect to 'Conditions for Advertising Within State Road Reserves', are met by the applicant.

All documents relating to an approval of any advertising sign under an Instrument of Delegation shall be made available by the Delegated Local Government for inspection, on request by Main Roads.

As set out in Section 33C of the Main Roads Act 1930, a delegation does not prevent the exercise of a power or the performance of a function by the Commissioner, i.e. the Commissioner has powers to override any approval given by a Delegated Local Government under an Instrument of Delegation, for any particular roadside advertising sign.

### **5.2 APPLICATIONS**

Applications for new advertising signs, or changes to the display of existing advertising content, not subject to the above delegation, are to be lodged using the application form at Appendix C.

For new advertising signs the application shall include a facsimile of the advertising content in A4 or A3 size format. For changes to the display of existing advertising content a facsimile of the new display in A4 or A3 size format shall be provided.

The application shall firstly be lodged with the relevant local government for assessment in accordance with Regulation 7(4) of the Main Roads (Control of Advertisements) Regulations 1996, including obtaining Western Australian Planning Commission approval where required.

Local government approvals shall be given following assessment under the relevant provisions of the Local Government Act 1995 and the Planning and Development Act 2005.

Subject to local government approval/s, the application shall then be forwarded to Main Roads for assessment and approval under the conditions set out in Sections 3 or 4 as appropriate. Such applications should be submitted to the relevant Regional Manager, except for the Perth Metropolitan Region where they shall be submitted to the Manager Traffic Operations and Services.

Applicants shall observe the General Conditions of Approval attached to the application form at Appendix C.

N.B. Sign applications relating to land owned by the Commissioner of Main Roads for future road purposes, but which has not yet been vested as 'road reserve' in respect to the proclamation of a State road, shall be subject to an application for a sign 'beyond a state road reserve', with the relevant Main Roads Director/Regional Manager identified as the 'land owner'.

#### 5.2.1 Specific Application Requirements for Signs Within State Road Reserves

Applications for advertising signs within State road reserves shall be accompanied by a copy of the specifications/plans drawn to drafting standards and showing full design details of the sign panel, supports, fixings and other construction components of the proposed sign and its relationship to traffic control devices and other traffic and road related infrastructure. Registered and certified manufacturer's standard plans are generally acceptable as fulfilment of structural design requirements.

The applicant should check for conflict with utility service installations or any other organisation's installations within the State road reserve and, if there is any conflict, include a copy of the joint agreement for resolution of each conflict.

#### 5.2.2 Specific Application Requirements for Signs Beyond State Road Reserves

Applications for advertising signs beyond State road reserves shall be accompanied by a copy of the site plans, specifications and drawings showing general arrangement details of the sign panel, supports, and other major construction components.

In cases where the sign is on land not owned by the applicant, the applicant shall enclose a copy of the joint agreement with the property owner for the installation and display of the signs on that land.

### 5.3 INDEMNITY AND INSURANCE REQUIREMENTS

As a part of the approval process the applicant shall ensure that the following indemnity and insurance requirements are arranged and that copies of the relevant insurance documents are made available, either at the time of application or in accordance with any subsequent conditions of approval:

#### 5.3.1 Indemnity

The owner of an advertising device located within a State road reserve is required to indemnify and keep indemnified the Commissioner of Main Roads, his servants and agents against any claim or proceeding (and any costs and expenses incurred as a result) that may be made or brought by any person or corporation against the Commissioner of Main Roads,

his servants and agents, arising out of the erection, or existence or operation of the advertising device.

The owner of an advertising sign located beyond a State road reserve shall satisfy the indemnity requirements of the local government.

### 5.3.2 Insurance

The owner of an advertising device located within a State road reserve shall, in respect to that device, effect and maintain a public liability insurance policy with a reputable insurer.

The owner must effect to the satisfaction of the Commissioner of Main Roads and maintain insurance for not less than the applicable minimum insurance amount stated below per event, which covers claims in respect of:

- (a) Loss of, or damage to, or loss of use of, any real or personal property; and
  - (b) The personal injury, disease or illness to, or death of any person;
- arising out of the erection, or existence or operation of the advertising device.

The owner of an advertising sign located beyond a State road reserve shall satisfy the public liability insurance requirements of the local government.

#### 5.3.2.1 Minimum insurance amounts

• Billboard Sign -	\$10,000,000	(ten million dollars)
• Business Sign -	\$1,000,000	(one million dollars)
• Promotional Sign -	\$1,000,000	(one million dollars)
• Temporary Event Sign -	\$5,000,000	(five million dollars)
• Illuminated Street Name Sign -	\$10,000,000	(ten million dollars)
• Bus Shelter, Roadside Seat or Litter Bin Sign -	\$10,000,000	(ten million dollars)
• Pole Mounted Banner or Flag -	\$5,000,000	(five million dollars)

#### 5.3.2.2 Date of Insurance

The owner of the advertising device must ensure that the insurance referred to above to be effected and maintained is in force on the date of the erection of the advertising device and is maintained during the existence or operation of the approved advertising device.

#### 5.3.2.3 Evidence of Insurance

The owner of the advertising device shall provide the Commissioner of Main Roads with evidence of such insurance as required.

### 5.3.3 Delegated Local Governments

Local Governments with Delegated Authority for the approval of advertising signs within State road reserves shall ensure that the applicant meets both the above applicable indemnity and insurance requirements, and their own requirements.

### 3.3 PROMOTIONAL SIGNS

#### 3.3.1 Definitions and Interpretation

‘Promotional Sign’ – means a permanently displayed advertising sign not advertising a business or product, and includes a hoarding, placard, emblem, or similar, that may or may not be displayed as part of a landscape feature, public artwork, entry statement, etc and, for the purposes of these guidelines, is not a gateway sign, an illuminated street name sign, a bus shelter, roadside seat or litter bin sign, all of which are defined separately and subject to separate conditions. (N.B. A ‘Gateway Sign’ is defined below.)

#### Other Definitions

‘Clear Zone’ – As described in Austroads’ Guide to Road Design – Part 6: Roadside Design, Safety and Barriers, and the ‘MRWA Supplement to Austroads Guide to Road Design - Part 6’ shown on Main Roads’ website at [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au).

‘Driver Sightline Areas’ – mean the areas required to be free of visibility obstructions in order to meet ‘Approach Sight Distance’, ‘Safe Intersection Sight Distance’, ‘Minimum Gap Sight Distance’ and ‘Crossing Sight Distance (Pedestrians)’ requirements, as well as railway crossing visibility triangle requirements, as described in Austroads’ Guide to Road Design Parts 4 and 4a.

‘Gateway Sign’ – means a sign located on the approach to a state/territory border, a state or local tourism region, a local government or town site boundary, or at the beginning of themed tourist way, that is displayed for the sole purpose of promoting a ‘welcome’ and/or ‘thank you’ message for arriving or leaving travellers, or promoting a tourist way or a regional theme, and that is designed and used in accordance with Appendix E of Australian Standard 1742.6 – 2004 Manual of Uniform Traffic Control Devices – Tourist and Service Signs. Refer to Main Roads Western Australia’s ‘Policy and Application Guidelines for Tourist and Service Signs’ (under development) for conditions relating to gateway signs.

‘Major Intersection’ – in urban areas means an intersection that is controlled by traffic control signals, or that is a multilane roundabout. Elsewhere means an intersection meeting the requirements for advance direction signs as described in Section 2.2 of Australian Standard 1742 Part 15, 2009 ‘Manual of Uniform Traffic Control Devices - Direction Signs, Information Signs and Route Numbering’.

#### 3.3.2 Prohibited Road Sections

For reasons of general road user safety and amenity Main Roads will not approve the display of promotional signs within the following locations:

- Freeways and freeway-type roads located within the Perth metropolitan area.
- Freeway/Controlled Access Highway Interchange areas.

#### 3.3.3 Road User Safety

##### 3.3.3.1 Display

- Promotional signs shall be restricted to static displays, which may or may not be illuminated. When illuminated, the maximum luminance levels shown in Appendix A shall apply.

- The letter size and legibility of text should generally conform to the guidelines set out in Austroads' Guide to Traffic Management Part 10: Traffic Control and Communication Devices.
- The illumination of any reflective sign materials should generally conform to the guidelines set out in Austroads' Guide to Traffic Management Part 10: Traffic Control and Communication Devices.

#### 3.3.3.2 Location

Promotional signs shall not be permitted to be installed at the following locations:

- On traffic islands including roundabouts.
- Within clear zones of verges and medians.
- Within driver sightline areas.
- Within a longitudinal distance which is less than 1.2 times the travel speed of passing traffic, of another permanent advertising sign, major intersection, pedestrian crossing, school zone, railway crossing, traffic sign or directional sign. (N.B. Longitudinal distance,  $d$ , is expressed as  $d \text{ (m)} = 1.2V$ , where  $V$  is the travel speed in km/h.)

In the event that the site where the sign has been erected is needed for roadworks, or a regulatory or guide sign installation, or the sign no longer meets the requirements of these guidelines, the applicant shall upon receipt of a notice from Main Roads, promptly remove the sign at their own expense.

#### 3.3.3.3 Content

The content of promotional signs shall exclude the following:

- Red, green or yellow circles, octagons, crosses, triangles or arrows, or red, green or yellow lighting, or any other colours, shapes or lighting that could be mistaken for a traffic sign or traffic control signal.
- Symbols, graphics or text, which entices drivers to immediately turn or change lanes, or which could be mistaken for an instruction to drivers.

#### 3.3.3.4 Sign Movement and Rotation

Moving or rotating sign components shall not be permitted.

#### 3.3.4 Road User Amenity

Devices shall be excluded from road sections offering significant visual aesthetic value for motorists where the display of devices will detract from such visual amenity. When requested by Main Roads, applicants shall submit a formal visual impact assessment report in conjunction with the application.

The opportunity to improve visual amenity by the removal of existing advertising signs and/or the grouping of existing signs into a single sign, should be considered.

#### 3.3.5 Design, Construction and Maintenance

- Where applicable, evidence of Western Power's or other appropriate authority's approval for all electrical systems shall be provided to ensure the electrical connections are designed to be safe in the event of sign damage.
- Signs displaying any retro-reflective material at a vertical distance less than 4.0 metres above the road level shall be rotated approximately five degrees away from the normal to the alignment of the carriageway in order to reduce glare from specular reflection.
- The minimum clearance beneath a free-standing sign is 2.5 m where the structure overhangs a footway, and 2.2 m elsewhere.
- Vegetation shall not be removed or trimmed to locate a promotional sign or to improve visibility to any promotional sign.
- Removal of graffiti and rectification of any sign damage, on any part of the sign structure, shall be arranged promptly by the sign owner.
- Installation and maintenance activities shall be subject to the requirements for making application to undertake 'Works on Main Roads' as set out in Main Roads' website at [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au).

In cases where promotional signing is displayed in the form of a pole mounted banner or flag, the relevant conditions set out in Section 3.7 shall also apply.

N.B. These guidelines do not apply to any landscape feature, public artwork, entry statement, etc that may be proposed or in place in conjunction with a promotional sign. Such features and structures shall be subject to separate and prior application and approval.

### 3.4 TEMPORARY EVENT SIGNS

#### 3.4.1 Definitions and Interpretation

'Temporary Event Sign' – means a temporarily displayed sign or banner advertising a public-interest message for a not-for-profit short term event or activity, e.g:

- Community fete, fair or festival.
- Declared Local, State or Federal Government election.
- Local bulk verge collection activity.
- Public institution open day.
- Start of fire/cyclone season community notices.

#### Other Definitions

'Control of Access' – as per the meaning in Part 9 of the Main Roads Act 1930.

'Vehicle-Mounted Sign' – means a sign attached extraneously to, or mounted upon, a parked motor vehicle, or a parked vehicle trailer.

#### 3.4.2 Prohibited Road Sections

For reasons of general road user safety and amenity Main Roads will not approve the display of temporary event signs within the following locations:

- Control of Access roads.
- 'Gateway' sections, e.g. Great Eastern Highway and the Causeway Eastern Gateway precinct.

The site of the event or activities shall be located within a distance not exceeding two kilometres from the sign.

### 3.4.3 Road User Safety

#### 3.4.3.1 Display

Temporary event signs shall:

- Be restricted to static, non illuminated displays.
- Display a whole message only. Signs which display part of a whole message which needs to be read sequentially in order to comprehend the full message, are not permitted.
- Display content on any one face not exceeding a size 4.5 m<sup>2</sup>.
- Have neatly set-out and clearly legible legend, with letter heights being not less than 120 mm.
- Have identical displays on each face in cases where double-sided banners are used.
- Comprise no reflective or fluorescent materials.

#### 3.4.3.2 Location

Temporary event signs shall not be located:

- On traffic islands, including roundabouts.
- On median strips.
- On road verges with a road speed limit greater than 90 km/h.
- Where they are at risk of causing an obstruction to the passage or sightlines of drivers, bicyclists or pedestrians travelling along or crossing roads or driveways.
- Within 100 m of a roadworks site.

Signs shall not be attached to:

- Existing signs, including other advertising signs.
- Any road-related infrastructure such as traffic sign supports, overhead bridges, bus shelters, lighting/power poles, etc, or trees.

If attached to any infrastructure that encroaches over the road reserve or if suspended from ropes, wires, etc from any building or other infrastructure, written agreement must be obtained from the owner of the building or infrastructure.

#### 3.4.3.3 Content

The message used on the temporary event sign shall be restricted to the following information, as appropriate:

- Name, type, date and location of the event or activity.
- Name/title of election candidate and seat/ward.
- The logo or company/political name of a sponsoring entity or affiliation, that does not exceed 20% of the total area of each sign face.

#### 3.4.3.4 Sign Movement and Rotation

Components of temporary event signing displays shall not be capable of movement or rotation.

#### 3.4.4 Road User Amenity

Noise from moving and flapping sign panels and banners, and their fixings, should not create a nuisance for nearby businesses and residents during windy conditions.

For the amenity of road users, temporary event signs shall be sited in accordance with any other site specific requirements of Main Roads or the Local Government.

#### 3.4.5 Design, Construction and Maintenance

Temporary event signs shall:

- Be designed and constructed in such a manner that the composite construction of the sign panel, supports and fixings will not cause injury or major damage if struck by a vehicle, bicyclist or pedestrian, or becomes dislodged for any reason. No metal star pickets shall be used.
- Be securely installed with sign panels and banners being affixed at all corners.
- Vehicle-mounted temporary event signs shall not be permitted.
- If displayed over any trafficable part of a road, have a clear vertical separation distance of at least 5.4 m.
- Have a minimum vertical clearance beneath the sign of 2.5 m where the structure overhangs a footway, and 2.2 m elsewhere.

Vegetation shall not be removed or trimmed to locate a sign or to improve visibility to any sign.

Installations shall be subject to regular inspection and checking to ensure all materials and fixings remain in sound condition.

#### 7.2.4 Project Officer

5.35 pm Cr D B Collins retired from the Chambers pertaining to an Interest in the Agenda item 7.2.4.1. Licence to Use and Occupy Corridor Land Morawa Railway Station – Brookfield Rail.

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.4.1</b>
<i>Subject:</i>	<b>Licence to Use and Occupy Corridor Land Morawa Railway Station – Brookfield Rail</b>
<i>Date &amp; Author:</i>	<b>10 June 2015, John Elliot (Project Officer)</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Shire of Morawa</b>
<i>File Number:</i>	<b>ADM 0581</b>
<i>Previous minute/s &amp; Reference:</i>	<b>February 2008, May 2009</b>

#### **SUMMARY**

The purpose of this report is for Council to consider the Shire of Morawa entering into a Licence Agreement with Brookfield Rail to use and occupy corridor land incorporating the Morawa Railway Station building and surrounding land.

#### **DECLARATION OF INTEREST**

Author of report has no declaration of interest.

#### **ATTACHMENTS**

1. Licence to Use and Occupy Corridor Land Shire of Morawa -Morawa Station Building

#### **BACKGROUND INFORMATION**

On 1st March 2008, the Shire of Morawa entered into a 12 month lease with WestNet Rail to permit access into the Morawa Railway Station building for the purposes of establishing a new business – ‘Beaute at the Station’.

The Shire of Morawa has continued to renew this lease agreement between 2008 and 2012 with WestNet Rail and then with the current lease holder of the railway network, Brookfield Rail.

No formal agreement has been in place with Brookfield Rail since 1 June 2012. Brookfield Rail has advised that they are willing to enter into a renewed licence arrangement with the Shire of Morawa ending 31<sup>st</sup> May 2017.

#### **OFFICER'S COMMENT**

The draft licence to *"Use and Occupy Corridor Land Shire of Morawa -Morawa Station Building"* includes the station platform area, building and a loading area to the east of the building. The draft licence also refers to access of the facility being maintained through access within rail corridor land.

The proposed licence also refers to the Shire of Morawa (as Licensee) being required to:

- Maintaining suitable indemnity, public liability and building insurance.
- Receive the facility in its current condition and be required to cover any costs and repairs associated with maintenance of the facility including fencing, building and associated infrastructure.
- Usage licence fee of \$1(Peppercorn lease)
- No signage, notices or advertising being permitted to be fixed on or near the building.
- Brookfield Rail being permitted to terminate the licence with 3 months notification.

The remaining parts of the draft licence contain standard terms and conditions considered consistent for these types of licencing arrangements.

#### **COMMUNITY CONSULTATION**

No community consultation has been completed due to the licence being a legal operational matter between the Shire of Morawa and Brookfield Rail.

#### **COUNCILLOR CONSULTATION**

The licence and use of the station building has been discussed at various Council Briefing Sessions.

#### **STATUTORY ENVIRONMENT**

Nil.

#### **POLICY IMPLICATIONS**

No known policy implications.

#### **FINANCIAL IMPLICATIONS**

The Council is responsible for current and future repair of the train station building and maintenance costs associated with the insurance, building, infrastructure and fencing.

### **STRATEGIC IMPLICATIONS**

No known strategic implications.

### **RISK MANAGEMENT**

The Shire of Morawa as the licensee will be required to monitor and conform to all aspects of the licence and meet associated costs to insure and maintain the building and surrounding area.

### **VOTING REQUIREMENT**

Absolute Majority.

### **OFFICER'S RECOMMENDATION**

That Council:

1. Accept and execute the proposed licence between the Shire of Morawa and Brookfield Rail for the Shire of Morawa to use and occupy corridor land at the Morawa train station.
2. Authorise the Shire of Morawa Shire President and Chief Executive Officer to sign the Licence to Use and Occupy Corridor Land Shire of Morawa - Morawa Station on behalf of the Shire of Morawa Council.

### **COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D S Agar**

**That Council:**

- 3. Accept and execute the proposed licence between the Shire of Morawa and Brookfield Rail for the Shire of Morawa to use and occupy corridor land at the Morawa train station.**
- 4. Authorise the Shire of Morawa Shire President and Chief Executive Officer to sign the Licence to Use and Occupy Corridor Land Shire of Morawa - Morawa Station on behalf of the Shire of Morawa Council.**

# Brookfield Rail

## Licence to Use and Occupy Corridor Land (Shire of Morawa - Station building)

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Brookfield Rail Pty Ltd  
ABN 42 094 721 301

Shire of Morawa  
ABN 95 047 014 897

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## Licence to Use Corridor Land

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Date ►

Between the parties

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BR	<b>Brookfield Rail Pty Ltd</b> ABN 42 094 721 301 of 2-10 Adams Drive, Welshpool, Western Australia 6106
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Licensee	<b>Shire of Morawa</b> ABN 95 047 014 897 of Lot 66 Winfield Street, Morawa, Western Australia 6623
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Background	<ol style="list-style-type: none"><li>1 BR acts as agent of the Network Lessee in relation to the Network Lessee's rights under the Government Lease concerning the Corridor Land.</li><li>2 The Government Lease permits the Network Lessee to grant certain rights of use and occupation in respect of the Corridor Land for permitted purposes.</li><li>3 At the Licensee's request, BR has agreed (as agent of the Network Lessee) to grant the right to use and occupy the Licensed Area to the Licensee on the terms and conditions set out in this Agreement.</li></ol>
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The parties agree as follows:

## 1. Definitions and Interpretation

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### 1.1 Definitions

In this Agreement:

- (1) **Act** means the Rail Freight System Act 2000 (WA).
- (2) **Agreement** means this document, including any schedule or annexure to it.
- (3) **Authorisation** means any authorisation, consent, approval, resolution, licence, exemption, filing, lodgement, registration, notification, recording, certificate, rating, reporting, permission, authority or right to do something:
  - (a) from, by or with any Government Agency, whether granted following positive action by the Government Agency or arising following the expiry of a period of time without intervention or action by a Government Agency; or
  - (b) in relation to anything which will be fully or partly prohibited or restricted by Law if a Government Agency intervenes or acts in any way within a specified period, the expiry of that period without intervention or action, required under an Environmental Law or otherwise.
- (4) **BR Indemnified Parties** means:
  - (a) BR and its Personnel; and
  - (b) each Related Body Corporate of BR and their Personnel.
- (5) **Business Day** means a day on which banks are open for business in Perth, Western Australia excluding a Saturday, Sunday or public holiday.
- (6) **Claim** means any claim, demand, action or proceeding of any nature, whether actual or threatened and whether in an action in contract, tort (including negligence), in equity, product liability, under statute or any other basis.
- (7) **Commencement Date** means the date specified in Item 2 of Schedule 1.
- (8) **Confidential Information** means in respect of a party, the terms of this Agreement, all information provided by that party to the other under this Agreement and any information that concerns the business, operations, finances, plans or customers of that party (or that party's Related Bodies Corporate) which is disclosed to, or otherwise acquired by, the other party and which:
  - (a) is by its nature confidential;
  - (b) stated in this Agreement to be confidential;
  - (c) is designated by the disclosing party as being confidential; or
  - (d) the receiving party knows or ought to know is confidential,

but excludes information which:

- (e) is in the public domain at the time of disclosure other than through the fault of the party receiving it or of anyone to whom the party receiving it has disclosed it;
  - (f) is in the possession of the receiving party without restriction in relation to disclosure on or before the date on which it is disclosed to or acquired by that party; or
  - (g) has been independently developed or acquired by the receiving party.
- (9) **Consequential Loss** means any indirect or consequential loss, including any loss of or damage to any product, loss of contract, loss of profit, economic loss (except to the limited extent set out below in this definition), loss of use, loss of business reputation, loss of opportunities, loss of anticipated savings or wasted overheads, loss of production, loss of revenue, any port, shipping or demurrage costs or fees, or any special, indirect or consequential loss or damage (except to the limited extent set out below in this definition), howsoever arising and whether in any action in contract, tort (including negligence), in equity, product liability, under statute or any other basis but does not include:
- (a) in respect of any personal injury claim, special loss or economic loss as those terms are used in the context of personal injury claims;
  - (b) the Licensee's liability to pay BR any amount expressly provided for in this Agreement; or
  - (c) any loss, damage or cost arising out of or in connection with fraud or Wilful Default.
- (10) **Corporations Act** means the *Corporations Act 2001* (Cth).
- (11) **Corridor Land** has the meaning given to that expression in the Act.
- (12) **Default Rate** means, at a relevant time, the cash rate target then prevailing and published by the Reserve Bank of Australia on its website ([www.rba.gov.au](http://www.rba.gov.au)) at that time plus 5% per annum.
- (13) **Dollars, A\$ and \$** means the lawful currency of the Commonwealth of Australia.
- (14) **Environmental Condition** means any Environmental Damage or any event, circumstance, condition, operation or activity which is reasonably foreseeable to be likely to result in Environmental Damage and which in BR's opinion (acting reasonably) could result in BR or any other person incurring any material liability or being subjected to a direction of any competent authority.
- (15) **Environmental Damage** means any material injury or damage to persons, living organisms or property or any material pollution or impairment of the environment (including any land, air or water) resulting from the discharge, emission, escape or migration of any substance, energy, noise or vibration.
- (16) **Environmental Law** means any Law, notice, decree, order or directive of any authority or otherwise, relating to the environment (as the term environment is defined in the *Environmental Protection Act 1986* (WA)) or the enforcement or administration

of any of those Laws, notices, decrees, orders or directives of any authority or otherwise, and includes:

- (a) the *Environmental Protection Act 1986* (WA); and
  - (b) any regulations or orders made under the *Environmental Protection Act 1986* (WA).
- (17) **Expiry Date** means 24.00 hrs on the last day of the Term.
- (18) **Fences** means the fences specified in Item 7 of Schedule 1.
- (19) **Government Agency** means any government, parliament, governmental, semi-governmental, administrative, monetary, fiscal or judicial body, department, commission, authority, tribunal, government minister, agency or entity of any kind.
- (20) **Government Lease** means the:
- (a) Rail Freight Corridor Land Use Agreement (StandardGauge) and Railway Infrastructure Lease dated 17 December 2000 entered into by the Network Lessee and other parties; or
  - (b) Rail Freight Corridor Land Use Agreement (NarrowGauge) and Railway Infrastructure Lease dated 17 December 2000 entered into by the Network Lessee and other parties,
- as the context requires.
- (21) **GST** means any tax calculated by reference to the value of goods or services provided, calculated and levied at the point of sale or supply of the goods or services and includes GST as that term is used in the GST Act.
- (22) **GST Act** means *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and includes other GST related legislation.
- (23) **Insolvency Event** means the occurrence of any of the following events in relation to a party:
- (a) a judgment in an amount exceeding \$1,000,000 is obtained against the party, or any distress, attachment, execution in an amount exceeding \$1,000,000 is issued against, levied or enforced on any of the party's assets, and is not set aside or satisfied within 14 days or appealed against within the period permitted by the rules of the relevant court;
  - (b) the party suspends payment of its debts generally, or is or becomes unable to pay its debts when they are due, or is or becomes unable to pay its debts within the meaning of the Corporations Act;
  - (c) the party enters into, or resolves to enter into, any arrangement, composition or compromise with, or assignment for the benefit of, its creditors or any class of them, other than for purpose of a bona fide reconstruction or amalgamation;
  - (d) a receiver, receiver and manager, administrator, liquidator, trustee or similar official is appointed, or a resolution to appoint is passed, to a party or over any of the party's assets or undertakings;

- (e) an application or order is made for the winding up or dissolution of the party (other than an application which is stayed, withdrawn or dismissed within 14 days), or a resolution is passed or any steps are taken to pass a resolution for the winding up or dissolution of the party, except for the purpose of an amalgamation or reconstruction;
  - (f) the party is deregistered or any steps are taken to deregister the party under the Corporations Act;
  - (g) the party ceases to carry on business; or
  - (h) anything analogous or having a substantially similar effect to any of the events described above happens in connection with that party.
- (24) **Law** means:
- (a) Commonwealth, state and local government legislation, including regulations and by-laws;
  - (b) legislation of any other jurisdiction with which the relevant party must comply;
  - (c) any law or legal requirement at common law or in equity;
  - (d) Government Agency requirements and consents, certificates, licences, permits and approvals (including conditions in respect of those consents, certificates, licences, permits and approvals); and
  - (e) any decision, rule, ruling, binding order, interpretative decision, directive, guideline, request or requirement of any Government Agency or other authority with which the relevant party is legally required to comply.
- (25) **Leased Railway Infrastructure** has the meaning given to that expression in the Government Lease.
- (26) **Liability** means:
- (a) any cost, expense, liability, claim, charge, loss, outgoing or payment of any kind, including legal fees and disbursements (on a full indemnity basis) and interest; and
  - (b) any diminution in value or deficiency of any kind or character that a party pays, suffers or incurs or is liable for,
- and, if the context permits also includes any claim or demand for the payment of money, whether liquidated or not.
- (27) **Licensed Area** means the area specified in Item 1 of Schedule 1.
- (28) **Licensee's Property** means any buildings or other improvements erected on the Licensed Area by the Licensee and any plant or equipment, fixtures or fittings, materials or other property which the Licensee affixes to or brings on to the Licensed Area, including all product the Licensee brings or causes to be on the Licensed Area.
- (29) **Month** means a calendar month.

- (30) **Network** means that part of the railway network and associated infrastructure in Western Australia under the ownership or control of BR or its Related Bodies Corporate and any other railway network and associated infrastructure controlled by BR and notified to the Licensee from time to time.
- (31) **Network Lessee** means:
- (a) Brookfield StandardGauge Pty Ltd ABN 35 094 819 360; or
  - (b) Brookfield NarrowGauge Pty Ltd ABN 73 094 736 900,
- as the context requires.
- (32) **Permitted Use** means the use specified in Item 5 of Schedule 1.
- (33) **Personnel** means the directors, officers, employees, agents, contractors and licensees of a party.
- (34) **Railway Property** means any Leased Railway Infrastructure and other equipment or facilities which:
- (a) form part of, or are used by BR in connection with, the Corridor Land; or
  - (b) are used for the provision of Services,
- and which are located on or below the surface of the Licensed Area at any time.
- (35) **Rates and Taxes** means all existing and future rates, taxes and any other charges (including payments made or to be made at the discretion of BR to, or by agreement with, any Government Agency and any contractual or ex gratia payments made by BR in lieu of rates, taxes and other charges) of any kind imposed by a Government Agency in relation to the Licensed Area or other property which includes the Licensed Area.
- (36) **Related Body Corporate** has the meaning given to that expression in the Corporations Act.
- (37) **Reserved Area** means the area specified in Item 6 of Schedule 1.
- (38) **Services** means all services of any kind connected to or serving the Licensed Area or any property which includes the Licensed Area, including air conditioning, electric power, gas, other energy services, water, sewerage and drainage services, telephone and telecommunications services, fire prevention and fire sprinkler services and safety services.
- (39) **Services Supplier** means any Government Agency or privately owned company or other body which supplies, at BR's request, a Service.
- (40) **Term** means the term specified in Item 3 of Schedule 1, as extended (if applicable) in accordance with clause 3.1.
- (41) **Third Party Rights** means any Existing Third Party Interests (as defined in the Government Lease) and any easements, licences or other similar rights of any person, granted by BR or any other person or created in any other way, which:
- (a) exist at the Commencement Date; or

(b) are granted or created at any time after the Commencement Date,  
in relation to the Corridor Land.

- (42) **Use Fee** means an annual charge specified in Item 4 of Schedule 1, as adjusted annually under clause 4.2.
- (43) **Wilful Default** means any wilful, intentional, wanton or reckless act or omission carried out or omitted to be done with a reckless disregard for and knowledge of the consequences of the act or omission.

## 1.2 Interpretation

In this Agreement, unless the context otherwise requires:

- (1) singular words also have their plural meaning and vice versa;
- (2) a reference to one gender includes all genders;
- (3) a reference to a person includes a natural person, firm, body corporate, unincorporated association, partnership, joint venture and a Government Agency;
- (4) an obligation, liability, representation or warranty:
  - (a) in favour of 2 or more persons is for the benefit of them jointly and severally; and
  - (b) on the part of 2 or more persons binds them jointly and severally;
- (5) a reference to a party to a document includes that party's executors, administrators, successors, substitutes (including persons taking by novation) and permitted assigns;
- (6) a reference to the consent of a party means the prior written consent of that party;
- (7) headings are for convenient reference only and do not affect the interpretation of this Agreement;
- (8) a reference to a clause, annexure or a schedule is a reference to a clause, annexure or schedule of this Agreement;
- (9) a thing (including any amount) is a reference to the whole and each part of it;
- (10) where any party comprises more than one person then all of those persons together as well as each of them individually must comply with that party's obligations under this Agreement;
- (11) a reference to any Law includes:
  - (a) that Law as amended or re-enacted;
  - (b) a statute, regulation or provision enacted in replacement of that Law;
  - (c) another regulation or other statutory instrument made or issued under that Law; and

- (d) any amendment made to a statute, regulation or provision as a consequence of another statute, regulation or provision;
- (12) a reference to a clause, a schedule, an agreement or any other document, instrument, publication or code is a reference to the clause, schedule, agreement, document, instrument, publication or code as varied or replaced from time to time;
- (13) a reference to an agreement other than this Agreement includes an undertaking, deed, agreement or legally enforceable arrangement or understanding, whether or not in writing;
- (14) a reference to a body (including an institute, association or authority), other than a party to this Agreement, whether statutory or not:
  - (a) which ceases to exist; or
  - (b) whose powers or functions are transferred to another body,
 is a reference to the body which replaces it or which substantially succeeds to its powers or functions;
- (15) a reference to "includes" or "including" must be construed without limitation;
- (16) where time is to be reckoned by reference to a day or event, that day or the day of the event will be excluded;
- (17) where the day on or by which any thing is to be done is not a Business Day, that thing must be done on or by the next Business Day;
- (18) a reference to termination of this Agreement includes the expiry of the Term;
- (19) where a word or expression is defined, cognate words and expressions will be construed accordingly;
- (20) where the Licensee has agreed in this Agreement to procure another party to do or not do any act or thing, failure by the Licensee to so procure will constitute non-compliance with and a breach of the Licensee's obligations under this Agreement despite that it may have been beyond the Licensee's power and control to so procure; and
- (21) a reference to the "operation of the Network" includes the passage of rolling stock, safe working, rescue and inspection, maintenance, repair and upgrading of land and fixed assets.

### **1.3 Exclusion of the contra proferentem rule**

A provision of this Agreement must not be construed to the disadvantage of a party merely because that party was responsible for the preparation of this Agreement or the inclusion of the provision in this Agreement.

## **2. Licence**

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### **2.1 Grant of licence**

Subject to:

- (1) all Third Party Rights; and
- (2) the limitations and restrictions described in clauses 2.3,

BR (as agent for the Network Lessee) grants to the Licensee the right to use and occupy the Licensed Area for the Term on the terms and conditions of this Agreement.

### **2.2 No tenancy or other proprietary rights**

The rights granted to the Licensee under this Agreement are contractual rights only and not tenancy rights. The Licensee does not have any tenancy or other interest in the area from time to time comprising the Licensed Area.

### **2.3 Licensee's acknowledgments**

The Licensee acknowledges that:

- (1) the rights granted to the Licensee by BR under this Agreement are:
  - (a) limited to rights which BR is authorised or permitted to grant under the Government Lease;
  - (b) limited by the restrictions and conditions relating to those rights in the Government Lease; and
  - (c) subject to all reservations in favour of, and any rights which may be exercised by, any party to the Government Lease in relation to the Licensed Area;
- (2) it does not have or acquire by this Agreement any greater interest in the Licensed Area than the Network Lessee has under the Government Lease; and
- (3) this Agreement and the rights granted to the Licensee under this Agreement automatically terminate if the Government Lease terminates or for any other reason BR ceases to be entitled to grant those rights to the Licensee.

### **2.4 Railway Property**

- (1) BR reserves the right to keep or use Railway Property on the Licensed Area during the Term.
- (2) The Licensee must not damage or interfere with Railway Property on the Licensed Area and must take reasonable action to prevent damage or interference to the Railway Property by other persons.

### **2.5 Reserved Area**

BR may, at any time, by giving 3 Months' prior notice to the Licensee, terminate the Licensee's rights of use and occupation in relation to the Reserved Area (without compensation for

anything built on the Reserved Area), and each party is released from liability under this Agreement in relation to the Reserved Area after termination, but without affecting any liability which arises under this Agreement before or on termination.

## **2.6 Minerals, fossils and relics**

- (1) Any valuable minerals, fossils, articles or objects of antiquity or of anthropological or archaeological interest; treasure trove, coins and articles of value found on the Licensed Area, Corridor Land, Railway Property or any Leased Railway Infrastructure adjacent to the Licensed Area shall as between the parties be and remain the property of the Network Lessee.
- (2) The Licensee must upon the discovery of these things immediately:
  - (a) take precautions to prevent their loss, removal or damage; and
  - (b) give BR written notice of the discovery.

## **3. Term**

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### **3.1 Extension of Term**

- (1) If the Licensee wants to extend the Term, it must give written notice to BR, no later than 3 Months prior to the Expiry Date, of the period of time that the Licensee wishes to extend the Term by.
- (2) BR may, in its absolute discretion, elect whether or not to agree to an extension of the Term and the applicable terms and conditions for that extension.

### **3.2 Holding over**

If the Licensee continues to occupy the Licensed Area after the expiration of the Term with the written consent of BR but has not otherwise:

- (1) been granted an extension of the Term; or
- (2) entered into a new agreement governing the Licensee's use and occupation of the Licensed Area,

then the Licensee does so subject to the terms of this Agreement except that BR or the Licensee may terminate the Licensee's use and occupation of the Licensed Area at any time by written notice to the other party.

## **4. Use Fee**

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### **4.1 Payment**

On and from the Commencement Date, the Licensee must pay the Use Fee to BR:

- (1) annually in advance; and
- (2) within 21 days of the date of a tax invoice issued by BR for the Use Fee.

## 4.2 Consumer Price Index annual adjustment

On each annual anniversary of the Commencement Date, the Use Fee will be varied on and from that date in accordance with the following formula:

$$A = \frac{B}{C} \times D$$

where:

- A = the varied Use Fee payable on and from the relevant anniversary of the Commencement Date.
- B = the Current CPI.
- C = the Previous CPI.
- D = the Use Fee applying immediately before the relevant anniversary of the Commencement Date.

In this clause 4.2:

**CPI Index Number** means the Consumer Price Index (All Groups) for Perth published by the Australian Bureau of Statistics. If that index ceases to exist, **CPI Index Number** means the index which replaces it or (if none does) the index which most closely measures changes in the cost of living in Perth, Western Australia as nominated by a senior officer of the Australian Bureau of Statistics at BR's request.

**Current CPI** means the last quarterly CPI Index Number published before the relevant anniversary of the Commencement Date.

**Previous CPI** means the last quarterly CPI Index Number published before the last anniversary of the Commencement Date preceding the relevant anniversary (or in the case of the first adjustment, before the Commencement Date).

## 5. Other Payments

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### 5.1 Rates and Taxes

- (1) The Licensee must pay an amount equal to the Licensee's Share of all Rates and Taxes to BR within 21 days of the date on which BR requests payment.
- (2) In this clause 5.1, **Licensee's Share** means the proportion that the Licensed Area bears to the total land area the subject of the relevant Rates and Taxes notice.

### 5.2 Services

- (1) The Licensee must pay an amount equal to the Licensee's Share of all Service charges:
  - (a) direct to the relevant Services Supplier before those charges become overdue; or

- (b) in the case of any such Service charges imposed on BR, to BR by the date requested by BR.
- (2) The Licensee must also pay to BR on the date and in the manner requested by BR, an amount equal to the Liability incurred by BR in connection with the supply of the Services to the Licensee, including BR's administrative and operating costs reasonably incurred.
- (3) In this clause 5.2, **Licensee's Share** means:
  - (a) if the Licensed Area has a separate consumption meter for the relevant Service, 100%; or
  - (b) if the Licensed Area does not have a separate consumption meter for the relevant Service, the relevant Service charges that relate to the Licensed Area (as reasonably determined by BR) divided by the total Service charges.
- (4) A statement or invoice from BR will be prima facie evidence of the amount payable in respect of any Service charges which are unmetered.
- (5) If, within 21 days from receiving written notice of a second demand for payment of an amount relating to the provision of any Service, the Licensee does not pay that amount, then BR may, in its absolute discretion, discontinue the supply of the Service to the Licensed Area until the Licensee has paid in full that overdue amount and any accrued interest, fines, penalties and other charges relating to reconnection of supply of the Services.

## 6. Interest on Overdue Amounts

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- (1) The Licensee must pay interest on any amounts due to BR under this Agreement which are not paid by the Licensee when due.
- (2) Interest:
  - (a) will accrue daily at the rate per annum equal to the Default Rate;
  - (b) will be computed from and including the day when the money on which interest is payable becomes owing to BR by the Licensee until but excluding the day of payment of that money;
  - (c) will be calculated on the actual days elapsed based on a 365 day year; and
  - (d) must be paid by the Licensee to BR on demand.

## 7. Payments

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- (1) All payments by the Licensee under this Agreement must be made:
  - (a) in immediately available funds and without deductions, counter claims, conditions, set off or withholdings;
  - (b) to BR or any other person nominated by BR;

- (c) at the place and in the manner reasonably required by BR; and
  - (d) no later than 5pm local time in the place where payment is to be made.
- (2) If the Licensee is compelled by Law to make a deduction or withholding from any payment, the Licensee must promptly pay to BR the additional amount necessary so that the net amount received by BR equals the full amount which would have been received by BR if no deduction or withholding had been made.
  - (3) BR does not need to make a demand for payment of any amount required to be paid by the Licensee under this Agreement unless required by Law.
  - (4) If:
    - (a) BR in any notice requesting payment for any amount; or
    - (b) this Agreement,

does not specify when a payment is due, it is due within 21 days after BR gives notice requesting payment.

## 8. Goods and Services Tax

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- (1) Except where the context suggests otherwise, terms used in this clause 8 have the meanings ascribed to those terms by the GST Act.
- (2) Any part of a supply that is treated as a separate supply for GST purposes (including attributing GST payable to tax periods) will be treated as a separate supply for the purposes of this clause 8.
- (3) Unless otherwise expressly stated, all amounts due and payable under this Agreement are exclusive of GST. Any amounts that are specified to be inclusive of GST must not be taken into account in calculating the GST payable in relation to a supply for the purpose of this clause 8.
- (4) A reference to something done (including a supply made) by a party includes a reference to something done by any entity through which that party acts.
- (5) Any payment or reimbursement required to be made under this Agreement that is calculated by reference to a cost, expense, or other amount paid or incurred will be limited to the total cost, expense or amount less the amount of any input tax credit to which an entity is entitled for the acquisition to which the cost, expense or amount relates.
- (6) If GST is payable on a supply made by a party (**Supplier**) under or in connection with this Agreement, the party providing consideration for that supply (**Recipient**) must pay an additional amount to the Supplier equal to the GST payable in relation to the supply.
- (7) Any additional amount referred to in clause 8(6) must be paid by the Recipient at the same time as any other consideration is to be first provided for that supply and the Supplier must promptly provide to the Recipient a tax invoice complying with the relevant Law relating to that GST.

- (8) Where this Agreement requires the Recipient to reimburse the Supplier for any loss, cost or expense, the Recipient must also at the same time pay and indemnify the Supplier against all GST incurred by the Supplier in respect of that loss, cost or expense to the extent the Supplier reasonably determines that it is not entitled to repayment or credit in respect of the GST.
- (9) If the GST payable on a supply made under or in connection with this Agreement (not taking into account any consideration that is inclusive of GST) varies from the additional amount paid by the Recipient under clause 8(6) in respect of that supply (as adjusted to take account of any previous payment made pursuant to this paragraph) then the Supplier will provide a corresponding refund or credit to, or will be entitled to receive the amount of that variation from, the Recipient. Any amount payable under this clause 8(9) must be paid no later than 14 days after the Supplier provides an adjustment note to the other party.

## **9. Building Works, Cleaning, Maintenance and Fencing Undertakings**

### **9.1 Building work**

- (1) The Licensee must not alter, modify, remove or demolish any building or other improvement on the Licensed Area or carry out any other structural work on the Licensed Area or make any other improvements on the Licensed Area, unless the Licensee:
  - (a) obtains any prior consent required by Law for the proposed work, including the consent of the Rail Corridor Minister under section 47 of the *Rail Freight System Act 2000* (WA);
  - (b) obtains BR's prior written consent, which will be granted or withheld in BR's absolute discretion;
  - (c) complies with all requirements of any relevant Government Agency and all Laws and standards affecting the work;
  - (d) carries out the work in a safe and proper manner;
  - (e) uses its best endeavours to minimise any damage caused to the Licensed Area;
  - (f) uses only good quality materials; and
  - (g) employs only qualified and competent persons.
- (2) The Licensee acknowledges any improvements made by the Licensee to the Licensed Area will be at the risk of the Licensee.

### **9.2 Cleaning**

The Licensee must:

- (1) keep the Licensed Area clean and free of pests at all times; and
- (2) regularly remove any waste or garbage from the Licensed Area.

### **9.3 Maintenance**

The Licensee must:

- (1) carry out structural work and all remedial works required by Law or any Government Agency as a result of the use to which the Licensee puts the Licensed Area;
- (2) properly repair and maintain the Licensed Area and the Licensee's Property; and
- (3) promptly make good to the satisfaction of BR any damage to the Licensed Area caused by the Licensee or its Personnel,

and at all times in compliance with clause 9.1.

### **9.4 Fences**

- (1) The Licensee must, at its cost, erect fences on any boundary of the Licensed Area and within the Licensed Area:
  - (a) if necessary for safety reasons given the purpose of the Licensee's use; or
  - (b) if directed to do so by BR,and at all times in compliance with clause 9.1.
- (2) The fences must be of a type and quality and erected in the manner and location agreed by BR.
- (3) The Licensee must properly repair and maintain any fences on the Licensed Area or within the Licensed Area, including the Fences.

## **10. Use of Licensed Area**

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### **10.1 Permitted Use**

The Licensee may only use the Licensed Area for the Permitted Use and must not use the Licensed Area for any other use unless BR gives its prior written consent.

### **10.2 Licensee's own enquiries**

The Licensee has relied on its own enquiries about how the Licensed Area may be used and not on any representation from BR.

### **10.3 No warranty by BR in relation to the Licensed Area**

- (1) BR does not give any warranty of any kind that the Licensed Area is suitable for any purpose for which the Licensee intends to use it (including for the Permitted Use).
- (2) Any warranty in relation to the Licensed Area which is implied by Law is excluded to the extent that the Law permits the warranty to be excluded.

- (3) The Licensee acknowledges and agrees that BR is not obliged to repair or improve any buildings or improvements forming part of the Licensed Area or to carry out any other structural works.

#### **10.4 No warranty by BR in relation to the Services**

- (1) The Licensee acquires certain rights in relation to the Licensed Area with the benefit of all Services existing at the Commencement Date. However, BR does not give any warranty that those Services are adequate or suitable for any purpose (including for the Permitted Use) for which the Licensee intends to use the Licensed Area.
- (2) Any warranty in relation to the Services which is implied by Law is excluded to the extent that the Law permits the warranty to be excluded.
- (3) The Licensee acknowledges and agrees that:
  - (a) BR is not obliged to ensure that any of the Services are maintained; and
  - (b) any repair, replacement or other work relating to the provision of any Service is the responsibility of the Licensee.

#### **10.5 Licensee to use and operate at own risk**

The Licensee's use of the Licensed Area is at its own risk.

### **11. Safety and Security Undertakings**

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#### **11.1 Safety and security directions**

- (1) BR may give directions to the Licensee concerning the safety or security of persons or property in relation to the Licensed Area.
- (2) The Licensee must promptly comply with all directions given by BR in relation to the safety or security of persons or property in relation to the Licensed Area.

#### **11.2 Safety rules**

- (1) Without limiting clause 11.1, the Licensee must comply with all safety requirements (including complying with standard practices, procedures and rules and obtaining any relevant accreditation) specified by BR in connection with the Licensee's use of the Licensed Area or otherwise in connection with this Agreement.
- (2) BR may by further notice vary or add to those safety requirements at any time.
- (3) The Licensee must also ensure that any such safety requirements, as varied or added to from time to time, are complied with, at all times, by the Licensee's Personnel using the Licensed Area.

### **12. Accidents and Emergencies Affecting the Network**

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- (1) If any accident or other event connected with the Licensed Area causes damage to, or adversely affects any part of the Network, the Licensee must:

- (a) take no action which might jeopardise the safety of the operation of the Network;
  - (b) not, without BR's prior consent, work on or interfere with any part of the Network which is damaged or otherwise affected by the relevant incident;
  - (c) notify BR as soon as possible after the Licensee becomes aware of the damage;
  - (d) do everything reasonably possible (including complying with all requirements and directions from BR) to enable BR to repair the damage and restore the Network for use as quickly as possible; and
  - (e) promptly comply with all other directions and requirements of BR in relation to the relevant incident.
- (2) BR may close off any part of the Network which is damaged. The Licensee may not have access to the part which is closed off without first obtaining BR's consent.
  - (3) This clause 12 does not limit any Liability of the Licensee under any indemnity given to BR or otherwise arising.

## **13. Environmental Undertakings**

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### **13.1 Licensee's general undertakings**

The Licensee must:

- (1) comply with all Environmental Laws and Authorisations applicable to the Licensed Area or the Licensee;
- (2) obtain, at the appropriate time, and do all that is necessary to maintain in full force and effect all Authorisations relating to the Licensed Area or any activity in relation to the Licensed Area;
- (3) not do, or omit to do, anything which might directly or indirectly result in the revocation or suspension of an Authorisation in relation to the Licensed Area; and
- (4) immediately notify BR on becoming aware of:
  - (a) the existence of any Environmental Condition on or affecting the Licensed Area; or
  - (b) the filing of a Claim against the Licensee in relation to an alleged failure to comply with an Environmental Law or an Authorisation in relation to the Licensed Area.

### **13.2 Licensee's remediation undertakings**

- (1) If at any time (including before or after the Commencement Date):
  - (a) the Licensed Area is affected or becomes affected by any Environmental Condition resulting from or in connection with the activities of the Licensee;

- (b) the Corridor Land, Railway Property or any Leased Railway Infrastructure adjacent to the Licensed Area is affected or becomes affected by any Environmental Condition resulting from or in connection with the activities of the Licensee; or
- (c) the Licensee breaches any Environmental Law or any Authorisation relating to the Licensed Area or the Corridor Land, Railway Property or any Leased Railway Infrastructure adjacent to the Licensed Area,

the Licensee must as soon as reasonably possible take all necessary action:

- (d) to comply with all Environmental Laws and Authorisations relating to the Licence Area; and
  - (e) so that the Environmental Condition is no longer present and any Environmental Damage is rectified.
- (2) The Licensee's obligations under this clause continue after the Expiry Date until all Environmental Damage has been rectified and all Environmental Laws and Authorisations complied with.

## **14. General Undertakings**

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### **14.1 Positive undertakings**

The Licensee must:

- (1) use the Licensed Area in a safe and proper manner;
- (2) take all measures reasonably necessary to protect people and property in the Licensed Area;
- (3) comply with all relevant requirements of any Government Agency and all Laws in connection with the Licensed Area;
- (4) promptly give BR a copy of any notice received by the Licensee which relates to the Licensed Area;
- (5) immediately notify BR if the Licensee becomes aware of any threat to the Licensed Area and comply with all of BR's directions given for the purpose of protecting property or persons in relation to the Licensed Area; and
- (6) promptly inform BR after becoming aware of any accident affecting the Licensed Area or any other damage to Licensed Area.

### **14.2 Negative undertakings**

The Licensee must not (and must use its best endeavours to procure that no other person), except with BR's consent:

- (1) interfere with or obstruct the operation of the Network;
- (2) store or use flammable or explosive substance in the Licensed Area;

- (3) do anything which is dangerous, offensive or illegal or which is or may become a nuisance or annoyance to anyone;
- (4) interfere with or obstruct access to or overload the Services;
- (5) modify or interfere with the facilities for the provision of Services or any equipment connected to those facilities;
- (6) use the Licensed Area as a residence;
- (7) permit any other person to take possession of or use the Licensed Area, including permitting any other person to carry on business on or from the Licensed Area;
- (8) vacate the Licensed Area, except as required by this Agreement, or abandon the Licensed Area;
- (9) grant any right or interest of any kind, including a security interest over or in relation to this Agreement or the Licensed Area; or
- (10) fix or place signs, notices or advertisements on or near the outside of the Licensed Area which are not related to safety or other Network requirements.

## **15. Insurance Undertakings**

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### **15.1 Licensee's insurance undertakings**

- (1) The Licensee must, at its expense, take out and maintain at all times during the Term and on terms and conditions satisfactory to BR (acting reasonably):
  - (a) public liability insurance which covers the liability of the Licensee and its Personnel to any person arising out of or in connection with this Agreement or the Licensed Area, including any part of the Corridor Land used for access, use of any Leased Railway Infrastructure adjacent to the Licensed Area and use of the Railway Property, with a sum insured of not less than \$20,000,000 for any one occurrence or series of occurrences arising from one originating cause and having an excess set at a reasonably acceptable level having regard to what is commercially available in the then current insurance market;
  - (b) workers' compensation insurance and employer's indemnity insurance which complies with the relevant Laws against all Claims in respect of any personal injury to, or death of, any person employed or engaged by the Licensee which arises out of, or is cause or contributed to by, the performance or non-performance of this Agreement by the Licensees which insurance must provide cover;
  - (c) in respect of common law claims, for an amount not less than \$50,000,000 for each occurrence; and
  - (d) for compulsory statutory workers' compensation insurance claims, to such amount as prescribed from time to time by the *Workers' Compensation and Injury Management Act 1981* (WA) or any other application legislation,

and the Licensee must ensure that each of its contractors, subcontractors and consultants also effects and maintains insurance under any applicable workers' compensation Laws;

- (e) insurance adequately covering loss of or damage to the Licensee's Property;
- (f) any insurance required by Law as a result of the Licensee's use of the Licensed Area, including any part of the Corridor Land used for access, use of any Leased Railway Infrastructure adjacent to the Licensed Area and use of the Railway Property; and
- (g) any other insurance which is reasonably necessary to adequately protect BR's interests under this Agreement, having regard to the terms of this Agreement,

(each, an **Insurance Policy**) and each such Insurance Policy must be placed with an insurance company or companies approved by the Australian Prudential Regulation Authority to underwrite insurance business in Australia and must have a credit rating of at least "A-" by Standard and Poors Rating Group or such other reputable rating agency which is equivalent to a rating "A-" by Standard & Poors Rating Group.

(2) The Licensee must:

- (a) pay each premium due under the Insurance Policies before the due date and, when reasonably requested by BR, provide evidence of payment;
- (b) when reasonably requested by BR, provide copies of the Insurance Policies and copies of certificates of currency for each Insurance Policy certified by the insurer;
- (c) immediately notify BR if:
- (d) an event occurs which:
- (e) may give rise to a claim under any Insurance Policy; or
- (f) could materially affect BR's interests under this Agreement; or
- (g) an Insurance Policy is cancelled;
- (h) if required by BR, make and pursue a claim under any Insurance Policy; and
- (i) if required by BR, ensure that BR's interests are noted on the policy of public liability insurance.

(3) Unless BR consents, the Licensee must not:

- (a) do or allow anything to be done which could adversely affect any insurance taken out by BR in connection with the Licensed Area or which could increase the cost of obtaining that insurance; or
- (b) settle, compromise or waive any claim under any Insurance Policy.

## **15.2 Variation of Sum Insured**

BR may give notice to the Licensee at any time requiring the Licensee to increase the maximum cover for the Licensee's public liability insurance if in the circumstances it is reasonable that the cover be increased.

## **16. Access to Services and Telecommunications Undertakings**

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### **16.1 Services**

The Licensee must, at all times, allow any Government Agency (including its Personnel) access to any Services on the Licensed Area for any purpose lawfully required by the Government Agency.

### **16.2 Telecommunications facilities**

- (1) The Licensee must allow BR or any third party authorised by BR access to any telecommunications equipment or facility and associated materials over, under or on the Licensed Area at any time.
- (2) The Licensee must not interfere with or disturb any telecommunications equipment or facility or associated materials over, under or on the Licensed Area.

## **17. Entry and Rectification by BR**

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### **17.1 Right to enter**

BR may enter the Licensed Area at any time without notice:

- (1) for all railway related purposes or anything which BR is required to do by Law or is permitted to do under this Agreement or under the Government Lease; and
- (2) to deal with any emergency or dangerous situations on or adjacent to the Licensed Area.

### **17.2 BR may rectify**

BR may enter the Licensed Area without notice and at any time for the purpose of doing anything which should have been done by the Licensee under this Agreement but which has not been done or has not been done properly.

## **18. Indemnity and Limit of Liability**

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### **18.1 Indemnity by Licensee**

Subject to the other provisions of this clause 18, the Licensee must promptly on demand, indemnify and keep indemnified each BR Indemnified Party from and against all Claims and Liabilities suffered or incurred by or made or brought against a BR Indemnified Party in respect of:

- (1) the death of or injury to any person; or
- (2) any loss of, or damage to or destruction of any real or personal property (including the Network),

arising out of or as a consequence of:

- (3) any failure by the Licensee to comply with the requirements of any Law or a Government Agency in so far as they relate to the Licensed Area;
- (4) a breach or non-performance of any of the obligations of the Licensee under this Agreement or any reasonable action properly taken by BR to remedy that failure; or
- (5) any negligent act or omission, fraud or Wilful Default of the Licensee or its Personnel,

but the indemnity will be reduced proportionately to the extent fraud, a Wilful Default or negligent act or omission of a BR Indemnified Party has contributed to the relevant loss, damage, injury or death.

## **18.2 BR not liable**

The parties agree that to the extent permitted by Law, BR is not liable to the Licensee and the Licensee must not make a Claim against BR in respect any accident, death, injury, damage (including water damage), malfunction or other event in or affecting the Licensed Area or the Licensee's Property except to the extent caused by fraud, a Wilful Default or negligent act or omission of a BR Indemnified Party.

## **18.3 BR's limit of liability**

- (1) The Licensee acknowledges and agrees that, to the extent permitted by Law and subject to clause 18.3(2), the total liability of the BR Indemnified Parties to the Licensee for all Claims in connection with this Agreement is limited in aggregate to an amount equal to the aggregate Use Fee actually received by BR over the term of this Agreement.
- (2) The limit of liability in clause 18.3(1) does not apply to a Claim made by the Licensee against BR:
  - (a) under any provision of any Law which expressly prohibits the limitation of liability for Liability arising from a breach of that Law; or
  - (b) in respect of Liability arising from:
    - (i) the death of or personal injury to any person; or
    - (ii) any criminal acts, fraud or Wilful Default by BR or its Personnel.

## **18.1 Liability for Consequential Loss**

Notwithstanding any other provisions to the contrary in this Agreement and to the extent permitted by Law, neither party is liable to the other party in any circumstances for any Consequential Loss.

## **19. Assignment, Transfer and Encumbrances**

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### **19.1 Consent required**

The Licensee must not and must not agree or attempt to:

- (1) assign, or attempt to assign, any of its rights;
- (2) sublicense any of its rights;
- (3) novate, otherwise transfer or attempt to transfer, any of its rights or obligations; or
- (4) grant, attempt to grant or allow to exist, a mortgage, charge or other security interest or encumbrance over any of its rights, title and interest,

under this Agreement, without the prior written consent of BR (which may be withheld in its absolute discretion).

### **19.2 Exclusion of statutory provisions**

The operation of sections 80 and 82 of the *Property Law Act 1969* (WA) are excluded from this Agreement.

### **19.3 Sublicense**

The Licensee may sublicense any right it has under this Agreement only with the prior written consent of BR, which may be withheld at BR's absolute discretion.

## **20. Termination**

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### **20.1 Termination by BR**

Without limiting any other rights of termination contained elsewhere in this Agreement or at Law, BR may immediately terminate this Agreement by written notice to the Licensee if:

- (1) the Licensee repudiates this Agreement;
- (2) the Licensee abandons the Licensed Area;
- (3) the Licensee does not pay on the due date, the Use Fee or any amount due to BR under this Agreement and such failure is not remedied within 14 days of BR giving notice to the Licensee of the failure;
- (4) the Licensee fails to comply with any of its other obligations under this Agreement and that failure is not remedied within 30 days of BR giving notice to the Licensee requiring the failure to be remedied; or
- (5) an Insolvency Event occurs in respect of the Licensee.

## **20.2 Effect of termination**

- (1) If BR terminates this Agreement pursuant to this clause 20 it will be entitled to damages as if the Licensee had repudiated this Agreement and that repudiation had been accepted.
- (2) Termination of this Agreement under no circumstances will abrogate, impair, release or extinguish any debt, obligation or liability of one party to the other which may have accrued under this Agreement, including any such debt, obligation or liability which was the cause of termination or arose out of such cause.

## **20.3 Licensee's obligations on termination**

Unless otherwise notified in writing by BR, the Licensee must vacate the Licensed Area and remove all the Licensee's Property by the Expiry Date or, if this Agreement is terminated before the Expiry Date, as soon as reasonably possible after this Agreement is terminated.

## **20.4 Abandonment by the Licensee**

- (1) If the Licensee does not remove all of the Licensee's Property in accordance with clause 20.3, BR may demolish or otherwise remove and dispose of any of the Licensee's Property.
- (2) The Licensee must promptly on demand indemnify BR against any Liability incurred by BR in demolishing, removing and disposing of any of the Licensee's Property in accordance with this clause.

## **20.5 Risk**

The Licensee's Property, including the security of it is at the Licensee's risk at all times, including after the termination of this Agreement.

## **20.6 Damage caused by vacating**

- (1) The Licensee must repair any damage to the Licensed Area, the Corridor Land, Railway Property or any Leased Railway Infrastructure caused by the Licensee:
  - (a) using the Licensed Area;
  - (b) vacating the Licensed Area; or
  - (c) removing the Licensee's Property,within 3 Months after the Expiry Date or, if this Agreement is terminated before the Expiry Date, within 3 Months after the date of termination of this Agreement (whichever is earlier).
- (2) The Licensee's obligations under this clause continue after the Expiry Date until all damage to the Licensed Area, the Corridor Land, Railway Property or any Leased Railway Infrastructure caused by the Licensee has been repaired to BR's satisfaction.

## **21. Costs and Expenses**

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### **21.1 Preparation of this Agreement**

Each party will pay its own costs and expenses (including legal costs and expenses) incurred in connection with the preparation, negotiation and signing of this Agreement.

### **21.2 Managing agent's fees**

The Licensee must, as and when required by BR, pay or reimburse BR for any fees or other expenses payable by BR to any managing agents that are appointed to manage the Licensed Area on behalf of BR.

### **21.3 Amendment and enforcement costs**

The Licensee must, as and when required by BR, pay or reimburse BR for all of BR's costs and expenses (including legal costs and expenses on a full indemnity basis) incurred in relation to:

- (1) any document assigning, varying or surrendering this Agreement;
- (2) giving any waiver, consent or approval under this Agreement at the Licensee's request;
- (3) any default under this Agreement by the Licensee; or
- (4) the enforcement of, or the preservation of any rights under, this Agreement.

### **21.4 Government imposts**

The Licensee must pay when due or earlier if required in writing by BR or reimburse BR for, all duty, registration fees and other government imposts (including fines and penalties attributable to an act or omission of the Licensee) payable in connection with this Agreement and all other documents referred to in this Agreement.

## **22. Confidentiality**

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### **22.1 Acknowledgment of confidentiality**

Each party acknowledges that the terms of this Agreement and all information provided by one party to the other under this Agreement are secret and must be treated as confidential. Any Confidential Information provided by a party to the other remains the property of the party providing it.

### **22.2 Confidentiality obligation**

- (1) A party must not advertise or issue any information, publication, document or article (including photographs or film) for publication or media release or other publicity relating to the other party's Confidential Information without the prior written consent of the other party.
- (2) A party must not, without the prior written consent of the other party:

- (a) use Confidential Information of the other party other than as necessary for the performance of this Agreement; or
- (b) other than as permitted under clause 22.3, disclose Confidential Information of the other party.

### **22.3 Permitted disclosure**

- (1) Subject to compliance with clauses 22.3(2) and 22.3(3), a party may disclose Confidential Information of the other party:
  - (a) to any financier in connection with the provision or potential provision of financial accommodation to that party or any Related Body Corporate of that party;
  - (b) if required by Law or the rules of any stock exchange or any Government Agency;
  - (c) as required or permitted by this Agreement;
  - (d) to a ratings agency;
  - (e) to its insurers, auditors, legal advisors or other advisors or consultants under a duty of confidence;
  - (f) in connection with the management and control of trains on the Network or the efficiency of the Network generally;
  - (g) to enable a party to perform its obligations under or in connection with this Agreement;
  - (h) in relation to the enforcement of its rights under or in connection with this Agreement;
  - (i) to its Related Bodies Corporate and its and their respective Personnel;
  - (j) to its Personnel to enable a party to perform its obligations under this Agreement or to make or defend any claim under this Agreement;
  - (k) in any proceeding arising out of or in connection with this Agreement; or
  - (l) with the prior written consent of the other party, which must not be unreasonable withheld.
- (2) Even if a party is entitled to disclose Confidential Information of the other party without the prior written consent of the other party, the first party must:
  - (a) otherwise keep the Confidential Information confidential; and
  - (b) use reasonable endeavours to ensure that the recipient of the Confidential Information is made aware that the Confidential Information must remain confidential at all times in accordance with this clause 22.
- (3) Before making any disclosure pursuant to clause 14(1)(b), a party must, if reasonably practicable and to the extent possible without breaching any Law or rules of any relevant stock exchange:

- (a) give the other party details of the reasons for the disclosure and a copy of the information it proposes to disclose; and
- (b) provide the other party with all assistance and co-operation which the other party considers reasonably necessary to minimise the extent or effect of the disclosure, including by making such amendments (if any) as requested by the other party to the terms of the disclosure.

#### 22.4 Survival

This clause 22 survives termination of this Agreement.

### 23. Dispute Resolution

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#### 23.1 Procedure to settle disputes

- (1) If a bona fide dispute arises between the parties in relation or in connection with this Agreement (**Dispute**) a party claiming that a Dispute has arisen must give notice to the other party or parties to the Dispute specifying the Dispute and requesting its resolution in accordance with this clause 23 (**Notice of Dispute**).
- (2) Subject to clause 23.1(3) the procedure that the parties must strictly follow to settle a Dispute is as follows:
  - (a) first, negotiation of the Dispute in accordance with clause 23.2;
  - (b) second, mediation of the Dispute in accordance with clause 23.3; and
  - (c) third, litigation of the Dispute in accordance with clause **Error! Reference source not found.**
- (3) Nothing in this clause 23:
  - (a) prevents either party seeking urgent injunctive or declaratory relief from a court in connection with the Dispute without first having to attempt to negotiate and settle the Dispute in accordance with this clause 23; or
  - (b) requires a party to do anything which may have an adverse effect on, or compromise that party's position under, any policy of insurance effected by that party.
- (4) The parties' obligations under this Agreement will continue notwithstanding any Dispute between the parties or the submission of a Dispute to mediation or referral of a Dispute to arbitration under this clause 23.
- (5) This clause 23 continues in force even where this Agreement has been fully performed, terminated or rescinded or where the parties or any of them have been discharged from the obligation to further perform this Agreement for any reason.
- (6) This clause 23 applies even where the Agreement is otherwise void or voidable.

### 23.2 Negotiation

- (1) Senior representatives from each party must meet, within 5 Business Days after the Notice of Dispute is given, and act in good faith to try and resolve the Dispute by joint discussions.
- (2) If the Dispute is not resolved within 14 days after the Notice of Dispute is given, the Dispute will be referred to the chief executive officers of the parties who must meet, within 21 days after the Notice of Dispute is given, and act in good faith to try and resolve the Dispute by joint discussions.

### 23.3 Mediation

- (1) If the Dispute is not resolved within 1 Month after the Notice of Dispute is given, the Dispute is by this clause submitted to mediation.
- (2) The mediation must be conducted in Perth, Western Australia by a single mediator. The Institute of Arbitrators and Mediators Australia Mediation and Conciliation Rules (at the date of this Agreement) as amended by this clause 23 apply to the mediation, except where they conflict with this clause 23.
- (3) If the parties have not agreed upon the mediator and the mediator's remuneration within 5 Business Days of the Dispute being referred to mediation:
  - (a) the mediator is the person appointed by; and
  - (b) the remuneration of the mediator is the amount or rate determined by,  
  
the President of the Institute of Arbitrators & Mediators Australia (WA Chapter) (**Principal Appointor**) or the Principal Appointor's nominee, acting on the request of either party.
- (4) Unless the parties otherwise agree:
  - (a) each party may appoint a person, including a legally qualified person to represent it or assist it in the meditations;
  - (b) each party must bear its own costs relating to the preparation for and attendance at the mediation; and
  - (c) the costs of the mediator will be borne equally by the parties.

### 23.4 Litigation

If the Dispute is not resolved within 1 Month of the appointment of the mediator, either party may commence legal proceedings in respect of the Dispute in a Court of competent jurisdiction.

## 24. Notices

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### 24.1 Notices in connection with this Agreement

- (1) A notice, approval, consent nomination, direction or other communication (**Notice**) in connection with this Agreement:

- (a) must be in legible writing and in English addressed as shown in Item 8 of Schedule 1 or as specified to the sender by a party by notice;
  - (b) may be given by:
  - (c) delivery in person, in which case the Notice is regarded as given by the sender and received by the addressee when delivered to the addressee; or
  - (d) post, in which case the Notice is regarded as given by the sender and received by the addressee 2 Business Days from the date of postage,  
  
but if the delivery or receipt is on a day which is not a Business Day or is after 4.00 pm (addressee's time) it is regarded as received at 9.00 am on the following Business Day; and
  - (e) can be relied upon by the addressee and the addressee is not liable to any other person for any consequences of that reliance if the addressee reasonably believes it to be genuine, correct and authorised by the sender.
- (2) Despite clause 24.1(1)(d):
- (a) an email message is not treated as given or received if the sender's computer reports that the message has not been delivered; and
  - (b) an email message is not treated as given or received if it is not received in full and in legible form and the addressee notifies the sender of that fact within 3 hours after the transmission ends or by 12 noon on the Business Day on which it would otherwise be treated as given and received, whichever is later.
- (3) A Notice sent or delivered in a manner provided by clause 24.1(1)(b) must be treated as validly given to and received by the party to which it is addressed even if:
- (a) the addressee has been liquidated or deregistered or is absent from the place at which the Notice is delivered or to which it is sent;
  - (b) the Notice is returned unclaimed; or
  - (c) in the case of a Notice sent by email, the email message is not delivered or opened (unless the sender's computer reports that it has not been delivered).
- (4) In this clause 24.1, a reference to an addressee includes a reference to an addressee's Personnel.

## **24.2 Change of address**

A party may change its address for service by giving notice of that change to the other party.

## **25. Governing Law**

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### **25.1 Law of this Agreement**

This Agreement takes effect, is governed by and is to be construed in accordance with the Laws for the time being of the State of Western Australia.

## **25.2 Jurisdiction**

- (1) The parties submit to the exclusive jurisdiction of the courts exercising jurisdiction in the State of Western Australia.
- (2) BR and the Licensee irrevocably waive any objection to the venue of any legal process brought in the courts exercising jurisdiction in the State of Western Australian on the basis that the process has been brought in an inconvenient forum.

## **26. Risk and Cost of Performing Obligations**

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### **26.1 Risk and cost**

Unless otherwise expressly stated in this Agreement, each party bears the sole risk and must pay the costs and expenses of performing or complying with all of its obligations under this Agreement.

### **26.2 BR may appoint agents**

BR may appoint any person or persons to represent it in relation to this Agreement and any person so authorised by BR may exercise the rights and powers of BR under this Agreement.

### **26.3 Licensee's Liability**

The Licensee is liable for the acts and omissions of the Licensee's Personnel and other persons authorised by the Licensee (including without limitation members of the public) to enter onto or use the Licensed Area (including Corridor Land used for access), as if those acts or omissions were those of the Licensee.

## **27. General**

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### **27.1 Survival of obligations**

Each indemnity in this Agreement is a continuing obligation, separate and independent from the other obligations of the relevant party and survives termination of this Agreement.

### **27.2 Civil Liability Act**

The parties agree that to the extent permitted by Law, the operation of Part 1F of the *Civil Liability Act 2002* (WA) is excluded in relation to all and any rights, obligations and liabilities arising out of or in connection with this Agreement whether such rights, obligations or liabilities are sought to be enforced as a breach of contract or a claim in tort or on the basis of quantum meruit, quasi contract or of any other principle of Law.

### **27.3 Exercise of rights**

- (1) A party may exercise a right, power or remedy at its discretion, and separately or concurrently with another right, power or remedy.
- (2) A single or partial exercise of a right, power or remedy by a party does not prevent a further exercise of that or of any other right, power or remedy.

- (3) Failure by a party to exercise or delay in exercising a right, power or remedy does not prevent its exercise.

#### **27.4 Remedies cumulative**

The rights, powers and remedies provided in this Agreement are cumulative with and not exclusive of the rights powers or remedies provided by Law independently of this Agreement.

#### **27.5 Further assurances**

Each party agrees, at its own expense, on the request of the other party, to do everything reasonably necessary to give effect to this Agreement and the transactions contemplated by it, including the signing of documents.

#### **27.6 Variation**

This Agreement may not be varied except in writing signed by all parties.

#### **27.7 Severability**

If any provision of this Agreement is voidable, void, illegal, or unenforceable, or if this Agreement would, if a particular provision were not omitted be void, voidable, illegal or unenforceable, that provision must (without in any way affecting the validity, legality and enforceability of the remainder of this Agreement) be severed from this Agreement and this Agreement must be read and construed and take effect for all purposes as if that provision were not contained in this Agreement.

#### **27.8 No partnership or agency**

Nothing in this Agreement will constitute or be deemed to constitute a partnership between the parties or be deemed to constitute the Licensee as agent of BR for any purpose whatever and the Licensee has no authority or power to bind BR or to contract in its name or to create a liability against it in any way or for any purpose.

#### **27.9 Counterparts**

This Agreement may be signed in any number of separate counterparts, which taken together are deemed to comprise the one instrument.

#### **27.10 Execution by attorney**

If an attorney executes this Agreement, the attorney declares that the attorney has no notice of revocation, termination or suspension of the power of attorney under which the attorney executes this Agreement.

#### **27.11 Suspension**

Except as expressly provided for in this Agreement, neither party has a right to suspend its obligations under this Agreement for any reason.

#### **27.12 Survival**

Clauses 13, 18, 20 and 27 any rights or obligations which accrued in respect of a prior breach of this Agreement, survive the expiry or termination of this Agreement.

### **27.13 Entire understanding**

This Agreement:

- (1) is the entire agreement and understanding between the parties on everything connected with the subject matter of this Agreement; and
- (2) supersedes any prior agreement or understanding on anything connected with that subject matter.

## Schedule 1 – Details

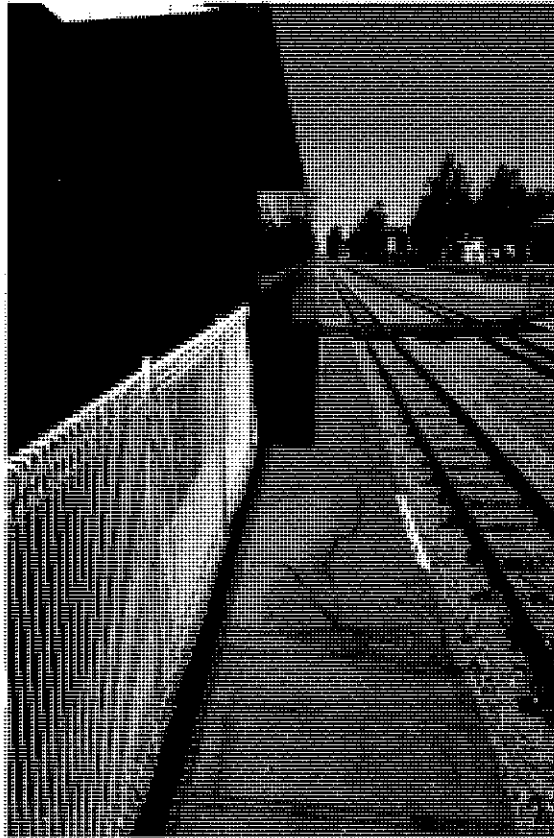
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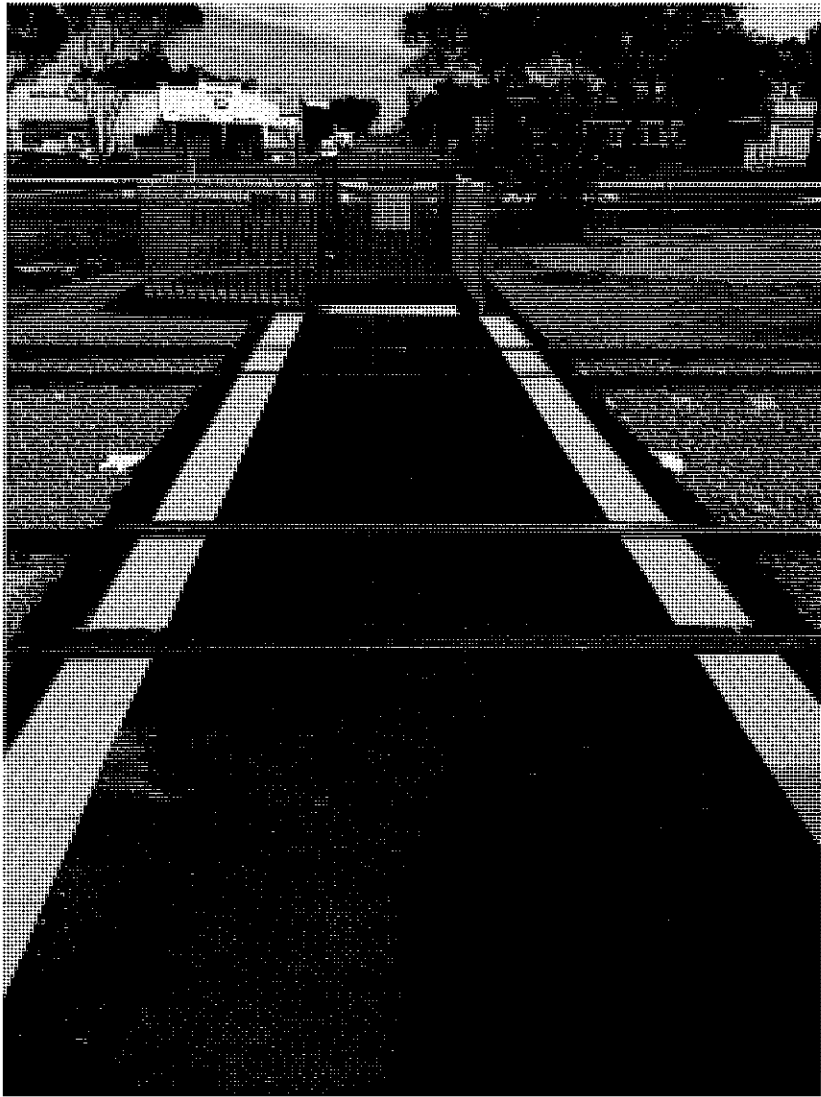
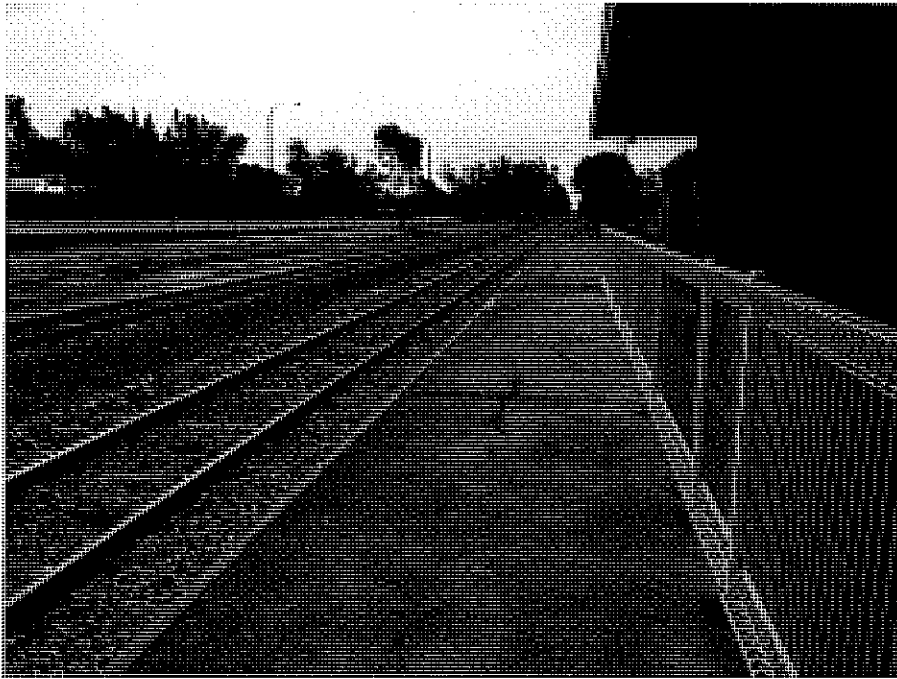
Item 1	<b>Licensed Area</b>  That part of the Corridor Land delineated in red on the plan in Schedule 2 and includes any Leased Railway Infrastructure on that part of the Corridor Land, together with a right to pass over Corridor Land as is necessary for the purpose of access to and from that part of the Corridor Land delineated in red on the plan in Schedule 2 but excluding any Reserved Area if BR has exercised its rights under clause 2.5.
Item 2	<b>Commencement Date</b>  1 June 2012
Item 3	<b>Term</b>  5 years from the Commencement Date.
Item 4	<b>Use Fee</b>  \$1 - peppercorn rental
Item 5	<b>Permitted Use</b>  To use or allow an approved sub-licensee to use the Licensed Area for the purposes of a hairdressing salon.
Item 6	<b>Reserved Areas</b>  Nil.
Item 7	<b>Fences</b>  Fences erected around the station building in the Licensed Area and at the level crossing as shown in the photographs annexed to this Agreement at Schedule 1A.
Item 8	<b>Address for service of each party</b>  BR's postage address service is:  Address: 2-10 Adams Drive, Welshpool, Western Australia 6106  Attention: Laura Adair, Network Lease and Property Manager  Licensee's postage address for service is:  Address: Lot 66 Winfield Street, Morawa, Western Australia 6623  Attention: Chief Executive Officer

## Schedule 1A – Fences

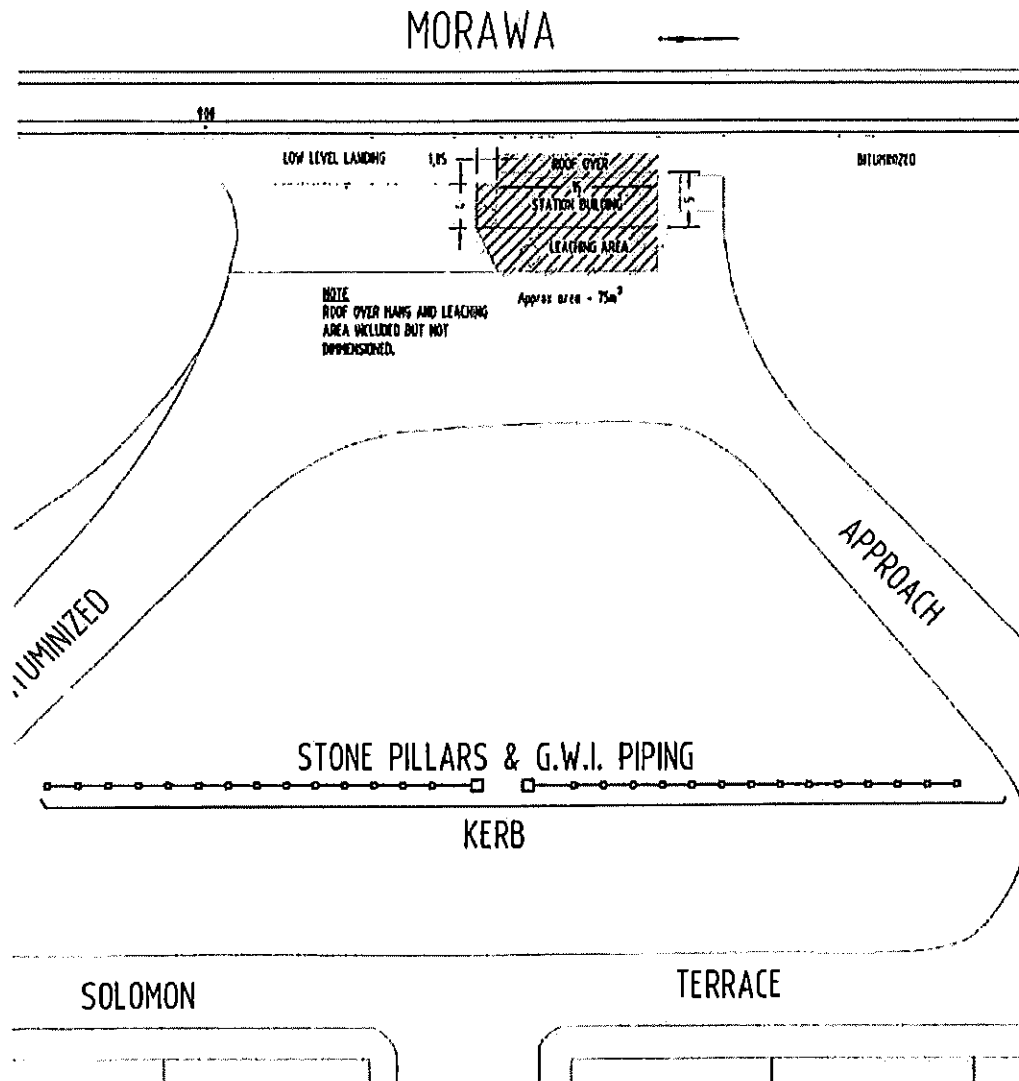
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Below are photographs around the station building showing the fencing that the Licensee is responsible for as provided in clause 9.4 of this Agreement:





## Schedule 2 – Licensed Area



## Signing page

### Executed as an Agreement

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Signed for and on behalf of **Brookfield Rail Pty Ltd** ABN 42 094 721 301 by its duly authorised representative:

.....  
Name of authorised representative

.....  
Signature of authorised representative

The seal of the **Shire of Morawa** ABN 95 047 014 897 was hereunto affixed in the presence of:

.....  
Signature of Chief Executive Officer

.....  
Signature of Shire President

.....  
Name of Chief Executive Officer

.....  
Name of Shire President

**CARRIED  
7/0**

**5.37 pm Cr D B Collins re-joined the meeting.**

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.4.2</b>
<i>Subject:</i>	<b>Morawa Speedway Funding (Late Item)</b>
<i>Date &amp; Author:</i>	<b>10 June 2015, John Elliot (Project Officer)</b>
<i>Responsible Officer:</i>	<b>Project Officer</b>
<i>Applicant/Proponent:</i>	<b>Shire of Morawa</b>
<i>File Number:</i>	<b>ADM 0074</b>
<i>Previous minute/s &amp; Reference:</i>	

**The Officers report was withdrawn to allow the Morawa Speedway Association to provide further information associated with a Department of Sport and Recreation funding application.**

### **7.2.6 Chief Executive Officer - Other**

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.6.1</b>
<i>Subject:</i>	<b>Strategic Plan Update and Progress Report</b>
<i>Date &amp; Author:</i>	<b>10 June 2015 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp; Reference:</i>	<b>17 February 2015</b>

### **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**

- 2014/15 Project Summary Report;
- Shire of Morawa May 2015 *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 and a desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014.

Currently, the Strategic Community Plan has 106 actions listed:

Objective	Actions	Projects 2014/15	Programs 2014/15	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 2014/15 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 2014/15 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 2014/15

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*

A meeting with Greenfields took place on 9 September 2014 discussing road infrastructure fair values for 2013/14. Approval has been given to Greenfields to undertake the assessment.

Roman II has been updated with local road data.

A consultant has provided a quotation to update the Shire's Asset Management Plans in late 2015.

#### Workforce Plan

The Workforce Plan is monitored by the Department of Local Government and Communities. This will require assessment by staff.

##### *Status*

The Acting CEO, DCEO and MFA commenced this review on 4 April 2014. A final review is now required. This has not yet been completed.

#### 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

(proposed 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

#### *Status*

The project commenced on 26 August 2014 with a regional meeting to receive and discuss an LGIS prepared Risk Management Governance Framework which will be the subject of a report to Council at the October OCM. The following day a workshop took place, facilitated by LGIS, involving Shire staff. At this workshop risk profiles for 16 themes were developed. This project enabled the CEO to prepare a report to the audit committee on the appropriateness and effectiveness of the Shire's Risk Management systems and procedures. The project was concluded in December 2014.

### **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 will form part of the SCP from 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.

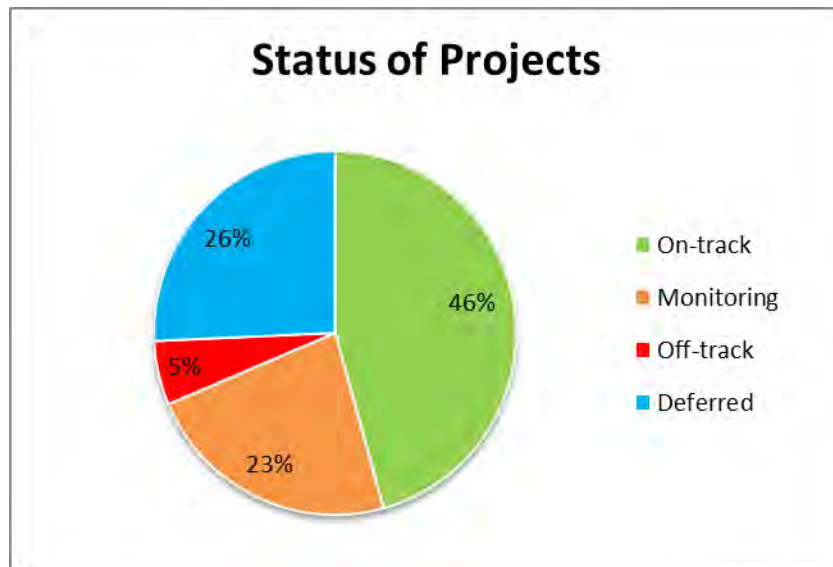
#### **Corporate Business Plan**

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 March 2015 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 2014/15**

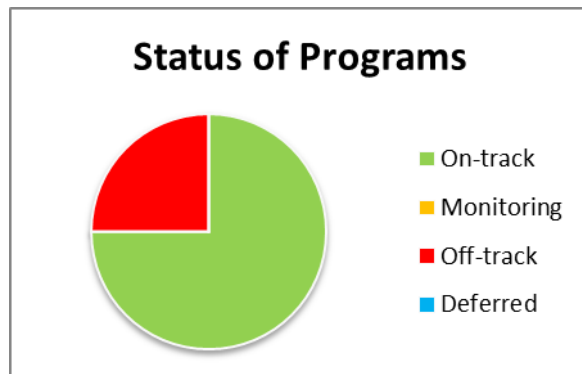
The key things to note regarding Chart 1 - Breakdown on Status of Projects are:

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 71.23%.	
On-track	There are 16 (46%) projects on track (1, 2, 3, 5, 12, 13, 14, 19, 20, 26, 29, 31, 32, 33, 34, & 35).	
Monitoring	8 (23%) projects are at the monitoring level (4, 7, 8, 10, 15, 18, 27, and 31 )	
Off-track	In total there are 2 (5%) projects off track (9, and 30).	<p>The impacts on these projects include:</p> <ul style="list-style-type: none"> <li>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.</li> <li>The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> <li>Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification</li> </ul> </li> </ul>

		<p>has been developed.</p> <ul style="list-style-type: none"> <li>- MWDC requirement to continually review business cases (Project 15) ;</li> <li>• 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.</li> </ul>
Deferred	<p>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 &amp; 28);</p>	<p>There is no change to the status of these projects following the desktop review of the Strategic Community Plan in August 2014.</p>

## Programs

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



**Chart 2: Breakdown on Status of Programs for 2014/15**

Chart 2 indicates that three program areas on track i.e. the Roads (42%), Ongoing Health Care Provision (62%) and Governance (69%). One program area, Sports Facilities and Programs (116%), is off track as expenditure is higher than budget, the reason for which is currently being investigated. 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 May 2015.

**COUNCIL RESOLUTION**

**Moved: Cr D S Agar**

**Seconded: Cr D S Carslake**

**That Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for May 2015.**

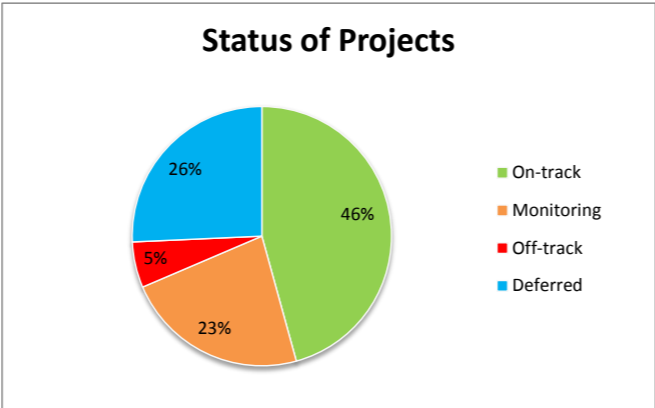
**CARRIED  
7/0**

SUMMARY OF CORPORATE BUSINESS PLAN STATUS 2014/2015

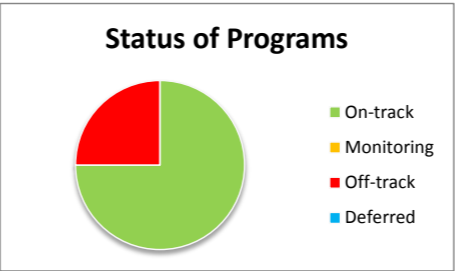
No.	Project	Who	Start	Cost	Cost Remaining	% Completed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Greater Sports Ground Development	PO				100												
2	Sports Club Development Officer	CEO				100												
3	Recreational Facility Development	PO				85												
4	Morawa Community Care	CEO				95												
5	Refurbish Old Chambers	CEO				75												
6	Childcare Centre Development	CEO				0												
7	Community Group Support	CDO				50												
8	Community Engagement & Communication	CEO				0												
9	Trails Strategy	CEO				0												
10	Waste Management Project	CEO				25												
11	Water Supply Development	CEO				0												
12	Solar Thermal Power Station - Feasibility Study	CEO				95												
13	Waste Water Plant Upgrade	EM				100												
14	Sustainability Program	EM				83												
15	Develop Industry Training Centre	PO				25												
16	Migration Settlement Scheme (Research)	CEO				0												
17	Develop Additional Business Incubator Units	CEO				0												
18	Industry Attraction & Retention Project	CEO				83												
19	Local Tourism Industry Development	CDO				100												
20	Upgrade Morawa Airport	EM				50												
21	Upgrade Major Roads and Annual Road Program	PWS				100												
22	Key Worker Housing	CEO				0												
23	Staff Housing	EM				0												
24	Expansion Van Park	EM				0												
25	Lifestyle Village for the Aged	CEO				0												
26	Main Street Project	PO				100												
27	Wireless and Mobile Blackspot Coverage	CEO				50												
28	Powerline Upgrade	CEO				0												
29	Land Development	EM				100												
30	Gateway Project Plans	CEO				10												
31	Omnibus Scheme Development	PO				80												
32	Old Morawa Hospital	CEO				80												
33	Leadership and Mentoring Young People	CDO				100												
34	Leadership and Advocacy Role	CEO				83												
35	Invest in Council's Capacity	CEO				83												
	Total					71.23												

	Program Areas						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Sports Facilities and Programs	EM				116												
2	Ongoing Healthcare Provision	CEO				62												
3	Roads	PWS				42												
4	Governance	CEO				69												
	Total					72.25												

Status	Projects
On-track	16
Monitoring	8
Off-track	2
Deferred	9



Status	Programs
On-track	3
Monitoring	0
Off-track	1
Deferred	0



Updated 13 February 2015  
CEO

## Overview

The Shire of Morawa Corporate Business Plan Report sets out the key objectives to be achieved for the reporting year in question based on the Shire's Strategic Community Plan. In this case it is 2014/15. The report is presented to Council each month with an update on the status of each project and relevant program area and an assessment of the Corporate Business Plan (CBP) overall.

**Objective:** A friendly community that is healthy, passionate, caring and inclusive

**Program Area:** Recreation & Leisure

**Goal:** Provide and promote sport, recreation and leisure facilities and programs

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Greater Sports Ground Project</b></li> </ul> <p>Project management 0.0 FTE 2014/15</p> <p><b>Percentage Completed: 100%</b></p>	High	3.5.2	CEO	0	2,800,000	0	0	Department of Sport and Recreation	<ul style="list-style-type: none"> <li>Remaining paths to be done.</li> </ul> <hr/> <b>Increased Sporting Participation</b> <ul style="list-style-type: none"> <li>Club membership numbers reported by clubs</li> </ul> <b>Increased Usage</b> <ul style="list-style-type: none"> <li>Additional events reported by Sporting Committee. To date: two events held</li> </ul>
<ul style="list-style-type: none"> <li><b>Sports Club Development Officer – Regional Project</b></li> </ul> <p>Project management 0 FTE</p> <p><b>Percentage Completed: 100%</b></p>	Medium	3.1.7	CEO, Shire of Three Springs	0	12,500	12,500	12,500	<ul style="list-style-type: none"> <li>Department of Sport and Recreation</li> <li>Shire of Three Springs</li> <li>Shire of Perenjori</li> <li>Shire of Mingenew</li> </ul>	<ul style="list-style-type: none"> <li>Lara Stanley has commenced employment in the role and had discussions with the CEO and CDO regarding required outcomes for Morawa.</li> </ul> <hr/> <b>Increased Support for Members &amp; Volunteers</b> <ul style="list-style-type: none"> <li>Membership numbers</li> </ul> <b>Club Officials trained in financial and corporate governance</b> <ul style="list-style-type: none"> <li>Clubs report improvement</li> </ul>
<ul style="list-style-type: none"> <li><b>Recreational Facility Development:</b></li> <li><b>3.1 Swimming Pool Upgrade</b></li> <li><b>3.2 Construction of the Skate Park</b></li> </ul> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 70%</b> 3.1: 70%</p>	Medium	3.5.3	CEO	0	800,000 300,000	400,000	0 0	Department of Sport and Recreation	<b>Swimming Pool (Works 2014/15 - \$757,578)</b> <ul style="list-style-type: none"> <li>Steps: <ul style="list-style-type: none"> <li>Tender has been awarded to Safeway Building &amp; Renovations</li> <li>Works have commenced with demolition of the old filtration building and equipment.</li> <li>The new building and filtration equipment will be installed prior to 30 June 2015.</li> </ul> </li> </ul>

3.2 100%									<ul style="list-style-type: none"> <li>New tanks will be installed early in 2015/16.</li> </ul> <p><b>Skate Park.</b></p> <ul style="list-style-type: none"> <li>Shade sails to be installed in 14/15 subject to obtaining grant funding. A grant has been received from Lotterywest. Installation will occur in spring 2015.</li> </ul> <p><b>Reduction of Vandalism</b></p> <ul style="list-style-type: none"> <li>Maintenance costs (reduced)</li> </ul> <p><b>Improved School Attendance</b></p> <ul style="list-style-type: none"> <li>School attendance records</li> </ul>
<b>Program Area Operating Cost:</b> <ul style="list-style-type: none"> <li>Undertake ongoing maintenance and management of the Sports facilities and programs</li> </ul> <p><b>Percentage Completed: 82%</b></p>	Ongoing			775,000	790,000	805,000	821,000		<p><b>Recurrent Cost post 2017:</b> \$905,233  <b>Staff Required:</b> 3 FTE  <b>Cost YTD:</b> \$824,788</p> <p><b>Note:</b>  Expenditure for 2014/15 set at: \$712,501 (Swimming Pools &amp; Other Recreation)</p>
<b>Program Area: Health Provision</b>									
<b>Goal: Support ongoing health care provision through existing arrangements</b>									
<b>Project</b>	<b>Priority</b>	<b>SCP Link</b>	<b>Who</b>	<b>12/13 \$</b>	<b>13/14 \$</b>	<b>14/15 \$</b>	<b>15/16 \$</b>	<b>Stakeholders</b>	<b>Progress (Including Performance Indicators)</b>
<b>Program Area Operating Cost:</b> <ul style="list-style-type: none"> <li>Support the implementation of the North Midlands Primary Care Project</li> <li>Support the provision of adequate GP services</li> <li>Support the Three Springs Dental Service</li> </ul> <p><b>Percentage Completed: 30%</b></p>	Ongoing	3.1.1, 3.1.2, 3.1.3, 3.1.4		251,884	256,900	262,000	267,000		<p><b>Note:</b></p> <ul style="list-style-type: none"> <li>Expenditure for 2014/15: \$254,120;</li> <li>Includes one off contribution to Mobile Dental Clinic of \$50,000:</li> </ul> <p><b>Recurrent Cost post 2017:</b> \$272,000  <b>Staff Required:</b> 0.02 FTE  <b>Cost YTD:</b> \$187,209</p>
<b>Program Area: Community Amenities</b>									
<b>Goal: Provide and promote sport, recreation and leisure facilities and programs</b>									
<b>Project</b>	<b>Priority</b>	<b>SCP Link</b>	<b>Who</b>	<b>12/13 \$</b>	<b>13/14 \$</b>	<b>14/15 \$</b>	<b>15/16 \$</b>	<b>Stakeholders</b>	<b>Progress (Including Performance Indicators)</b>

<ul style="list-style-type: none"> <li><b>Morawa Community Care</b></li> </ul> <p>Project management 0.6 FTE</p> <p><b>Percentage Completed: 95%</b>  4 Units: 100%  Management: 90%</p>	High	1.9.1	CEO	528,800	420,718	40,000	40,000	Morawa Community Care	<p><b>Construction 2013:</b></p> <ul style="list-style-type: none"> <li>Construction of the 4 units completed</li> <li>Cost post 2013/14 are recurrent costs. Will need revaluation</li> </ul> <p><b>Management:</b></p> <ul style="list-style-type: none"> <li>Committee commenced 18 March 2014 and identified action matrix;</li> <li>Draft service delivery plan and policies developed and considered 13/05/14;</li> <li>Handover of units underway 30 April 2014;</li> <li>Sean Fletcher has been engaged to finalise the transfer of the Morawa Aged Care Units to the Shire.</li> <li>Transfer of land management order underway.</li> <li>Draft agreement being prepared by Department of Housing</li> <li>A staff member has attended the REIWA course on 10 November 2014 in preparation for the handover.</li> </ul> <p><b>Elderly people age in their home community</b></p> <ul style="list-style-type: none"> <li>Census figures</li> </ul> <p><b>Older people able to live independently</b></p> <ul style="list-style-type: none"> <li>Increase in number aged people staying in community</li> </ul>
<ul style="list-style-type: none"> <li><b>Refurbish Old Council Chambers</b></li> </ul> <p><b>Percentage Completed: 75%</b></p>	High	1.7.3	CEO	0	220,000			LotteryWest	<ul style="list-style-type: none"> <li>Capital Works for 2014/15 set at \$230,000. Funded: <ul style="list-style-type: none"> <li>Lotterywest: 90,595</li> <li>Reserve: 139,041</li> </ul> </li> <li>Change to roof material and other specification items approved by the Heritage Council;</li> <li>Tender specification for remaining works i.e chambers &amp; admin area: <ul style="list-style-type: none"> <li>Tender for roof restoration has been awarded to Safeway Building &amp; Renovations. Work to commence on 20 April 2015 and completed by 30 June 2015.</li> <li>Roof work now complete.</li> <li>Quotes to be obtained for the remaining works during April 2015.</li> </ul> </li> </ul> <p><b>Increased level volunteer activity</b></p> <ul style="list-style-type: none"> <li>Annual survey</li> <li>Volunteering statistics available every</li> </ul>

									census <b>Older people able to live independently</b> <ul style="list-style-type: none"> <li>Number community activities per year monitored</li> </ul> <b>Note:</b> regular use is occurring.
<ul style="list-style-type: none"> <li><b>Childcare Centre development</b></li> </ul> Project management 0.2 FTE <b>Percentage Completed: N/A</b>	Medium	3.1.8	CEO	0	0	0	0	<ul style="list-style-type: none"> <li>Department of Communities</li> <li>Mid West Development Commission</li> <li>LotteryWest</li> </ul>	<ul style="list-style-type: none"> <li>Deferred post 2015/16</li> <li>Expected cost \$750,000</li> <li>Expected completion date 2018</li> </ul> <b>Additional childcare places available to the community</b> <ul style="list-style-type: none"> <li>Uptake of service</li> </ul> <b>Employment opportunities in the caring industry</b> <ul style="list-style-type: none"> <li>Number of people employed</li> </ul> <b>Respite care available to parents</b> <ul style="list-style-type: none"> <li>Respite visits number per annum</li> </ul>
<ul style="list-style-type: none"> <li><b>Community Group Support:</b> <ul style="list-style-type: none"> <li>Billaranga Arts Studio</li> <li>Morawa Historical Society</li> <li>Community events</li> <li>Morawa CRC</li> <li>Biennial Arts Festival</li> <li>Morawa Future Fund</li> <li>Community connectedness forum</li> <li>Morawa Chamber of Commerce</li> </ul> </li> </ul> Project management 0.1 FTE <b>Percentage Completed: 50%</b>	Medium	3.2.2, 3.2.4, 3.2.5, 3.4.1	CEO	35,000	35,000	35,000	35,000		<ul style="list-style-type: none"> <li>Future Fund agreement has been completed. The fund will be accessible in 2015/16 based on 2014/15 interest earnings.</li> <li>CEO engaged with CCI</li> <li>Power supply arranged for the Historical Society new shed.</li> </ul> <b>Costs 2014/15</b> <ul style="list-style-type: none"> <li>YTD:             <ul style="list-style-type: none"> <li>Arts Festival \$1,102</li> <li>Museum: \$0</li> <li>Depreciation: \$0</li> </ul> </li> <li>Recurrent costs post 2016 are \$35,000 per annum</li> </ul> <b>Community events enhance liveability of community</b> <ul style="list-style-type: none"> <li>Reports to Council community groups</li> </ul> <b>Community feedback on events</b> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>
<ul style="list-style-type: none"> <li><b>Community Engagement and Communication</b></li> </ul> Project management 0.05 FTE <b>Percentage Completed: 0%</b>	Medium	4.1.1, 4.1.2	CEO	1,020	1,020	1,020	1,020		<b>Costs 2014/15</b> <ul style="list-style-type: none"> <li>Met through Public Relations Budget (\$6,000)</li> <li>Recurrent costs post 2016 are \$1,020 per annum</li> </ul> <b>Good relationship between community and Council</b> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>

<ul style="list-style-type: none"> <li><b>Trails Strategy</b></li> </ul> <p>Project management 0.1 FTE</p> <p>Percentage Completed: 0%</p>	Medium	1.7.2	CEO	0	0	260,000	0	<ul style="list-style-type: none"> <li>LotteryWest</li> <li>Department of Regional Development</li> </ul>	<p><b>Morawa Perenjori Wildflower Drive Trail</b></p> <ul style="list-style-type: none"> <li>R4R Grant required listed in 2013/14 Budget: \$467,000 - Pending</li> </ul> <p><b>Town Heritage Walk Trails 2014/15</b></p> <ul style="list-style-type: none"> <li>\$65,000 Lotterywest application unsuccessful (7 March 2014)</li> <li>\$65,000 Shire contribution not budgeted</li> </ul> <p><b>Bush Trails 2014/15?</b></p> <ul style="list-style-type: none"> <li>\$65,000 application "parked" with Lotterywest subject to Council contribution ;</li> <li>\$65,000 Shire contribution required Recurrent cost post 2016: \$5,000 PA</li> </ul> <p><b>Increased level of community activity and activation trails</b></p> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>
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**Objective:** Protect and enhance the natural environment and sense of place

**Program Area:** Environment

**Goal:** Protect and enhance the natural environment

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Waste Management – Regional Project</b></li> </ul> <p>Project management 0.15 FTE</p> <p>Percentage Completed: 25%</p>	High	2.4	CEO, MWRC	0	360,000	0	0	Shires of Carnamah, Coorow, Mullewa, Perenjori, Three Springs and Mingenew	<ul style="list-style-type: none"> <li>Capital works for tip set at \$265,000. Funded by Refuse Station Reserve</li> <li>Recurrent costs post 2016: \$60,000;</li> <li>Joint project identified between Shire of Morawa and Shire of Perenjori: <ul style="list-style-type: none"> <li>DCEO successfully applied for \$5,000 in planning funding;</li> <li>Joint approach discussed on 9 December 2013 at meeting between Presidents, Deputy President and CEO's - Agreed this is a key project.</li> </ul> </li> <li>Dallywater Consulting have developed strategic plan which was presented to Council on 17 July 2014</li> <li>Application for funding in the Waste Authority Regional Funding Program was lodged on 27 June 2014. The assessment has been concluded and unfortunately the application was not successful. The application was highly regarded but lack of site and proximity to Geraldton went against the proposal.</li> </ul>

									<ul style="list-style-type: none"> <li>The CEO is arranging a meeting of CEOs from Morawa, Perenjori, Three Springs and Mingenew to discuss a regional solution. The meeting took place on 14 April 2015.</li> <li>CEO waiting for data from neighbouring Shires.</li> <li>CEO discussed with Sinosteel the possibility of purchasing or leasing a portion of Dingle Dell as a possible site for location of a landfill site.</li> </ul> <hr/> <b>Coordinated waste management by Shires</b> <ul style="list-style-type: none"> <li>Removal of waste to sub-regional station</li> </ul>
<ul style="list-style-type: none"> <li><b>Water Supply Development</b></li> </ul> <p>Project management 0.05 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.4.1	CEO	0	0	0	Unknown	<ul style="list-style-type: none"> <li>Water Corporation</li> <li>Department of Water</li> </ul>	<ul style="list-style-type: none"> <li>Recurrent costs post 2016: Unknown</li> <li>Drainage re greening of the Town. Not until 2015/16 Stage Three SuperTowns.</li> <li>Subject to be raised with the Minister at the WALGA Convention in August 2014.</li> </ul> <hr/> <b>Future water needs secured</b> <ul style="list-style-type: none"> <li>Water storage constructed</li> </ul>
<ul style="list-style-type: none"> <li><b>Solar Thermal Power Station Feasibility Study</b></li> </ul> <p>Project management 0.1 FTE</p> <p>Percentage Completed: 95%</p>	Medium	1.3.1	Project Officer	0	500,000	0	0	<ul style="list-style-type: none"> <li>Western Power</li> <li>Public utilities Office</li> </ul>	<ul style="list-style-type: none"> <li>Legal advice received re reallocation of \$500,000 to another project;</li> <li>Shire President and CEO met with Paul Rosair 17 February 2014 to discuss;</li> <li>Project suspended indefinitely;</li> <li>Letter issued to DRD 2 April 2014 seeking reallocation of funding to Airport Project.</li> <li>Business Plan has now been completed and was endorsed at the December 2015 OCM</li> <li>Adjusted the SCP at September 2014 Review</li> <li>Recurrent costs post 2016: \$60,000</li> </ul> <hr/> <b>Feasibility study completed</b> <ul style="list-style-type: none"> <li>Completion. (Note: The feasibility study will not proceed)</li> </ul> <b>Endorsement key agencies</b> Satisfaction Western Power, Public utilities Office

<ul style="list-style-type: none"> <li><b>Water Supply Development and Waste Water Plant Upgrade</b></li> </ul> <p>Project management 0.05 FTE</p> <p><b>Percentage Completed:</b> 100%</p>	Medium	1.4.4, 2.1.1, 2.1.3	CEO	0	140,000	0	0	<ul style="list-style-type: none"> <li>Watercorp</li> </ul>	<p><b>Works for 2013/14:</b></p> <ul style="list-style-type: none"> <li>Set at \$70,000 for sewerage pond desludging;</li> <li>Scope of Works reduced to reflect budget;</li> <li>Works commenced 11 March 2014 and finished 31 March 2014 for \$32,000 (Leaving \$38,000). This means Stage 1 and 2 are now completed.</li> </ul> <p><b>Works for 2014/15</b></p> <ul style="list-style-type: none"> <li>One pond remaining (\$49,681);</li> <li>Funding from Reserve.</li> </ul> <p><b>Recurrent costs post 2016:Unknown</b></p> <hr/> <p><b>Overflow managed in winter</b></p> <ul style="list-style-type: none"> <li>Nil events</li> </ul> <p><b>Improved use of waste water for irrigation</b></p> <ul style="list-style-type: none"> <li>Reduced potable water usage</li> </ul>
<ul style="list-style-type: none"> <li><b>Sustainability Program:</b></li> </ul> <ul style="list-style-type: none"> <li>Identify policies to manage carbon sequestration</li> <li>Implement the Climate Change and Adaption Plan</li> <li>Continue to manage feral flora and fauna</li> <li>Rehabilitate, protect and conserve Shire controlled land</li> <li>Support and promote environmental management practices</li> </ul> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed:</b> 83%</p>	Medium	2.1.5, 2.1.6, 2.2.1, 2.2.2, 2.2.3	DCEO	0	0	0	0	<ul style="list-style-type: none"> <li></li> </ul>	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>Costs are as per in accordance with the EHO role;</li> <li>Sequestration policies to be included in LPS and Strategy;</li> <li>The Climate Change Risk Assessment &amp; Adaption Action Plan needs resources for this to happen in 2014/15;</li> <li>Flora &amp; Fauna pests in conjunction with Department of Agriculture Bio-Security Officer in Morawa;</li> <li>Shire has rehabilitation policy in place;</li> <li>Environmental management practices are supported through implementation of relevant infrastructure;</li> <li>Continuing monitoring and upgrading of key facilities</li> </ul> <hr/> <p><b>Sustainability initiatives achieved</b></p> <ul style="list-style-type: none"> <li>Set of nominated activities achieved</li> </ul>

**Objective:** A diverse, resilient and innovative economy

**Program Area:** Economic Services

**Goal:** Provide economic services that drive growth and development of the Shire

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Develop Industry Training</b></li> </ul>	High	1.2.8,	MEITA	0	508,404	0	0	<ul style="list-style-type: none"> <li>MWDC, Durack</li> </ul>	<ul style="list-style-type: none"> <li>Training Centre expenditure:</li> </ul>

<p><b>Centre</b></p> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 25%</b></p>		3.1.5	& Shire					Institute, Department of Training & Workforce Development, Karara Mining Limited	<ul style="list-style-type: none"> <li>2013/14 set at \$433,908;</li> <li>Funded through Mid West Investment Plan;</li> <li>Business case reviewed and submitted to MWRC Board 28 November 2013. Further changes completed: <ul style="list-style-type: none"> <li>Improve in-kind contribution re project management;</li> <li>Develop job description form for training coordinator.</li> </ul> </li> <li>13 December 2013 the MWDC Board approved funding for this project;</li> <li>Equipment costs queried before it can progress further;</li> <li><b>First part of funding should be received 2013/14, but works cannot commence at the Industrial units until the Ag School move out in August 2014;</b></li> <li><b>Final estimate received Business Case reviewed and submitted to MWDC.</b> The business case needs to be re-drafted following discussions with the MWDC.</li> <li><b>Design and specifications to be prepared prior to tender process in October.</b> Initial drawings have been prepared by EPS.</li> <li><b>CEO has requested updated letters of support from Doray, Karara and Marrak.</b></li> <li>Recurrent cost post 2016: \$80,000</li> </ul> <p><b>Students demand training and gain jobs in the mining industry as a result</b></p> <ul style="list-style-type: none"> <li>Annual student numbers, conversion to employment</li> </ul> <p><b>Specialist training provided through facility</b></p> <ul style="list-style-type: none"> <li>Educational staff numbers (increase)</li> </ul>
<ul style="list-style-type: none"> <li><b>Migration Settlement Scheme (Research)</b></li> </ul> <p>Project management 0.3 FTE</p> <p><b>Percentage Completed: N/A</b></p>	Medium	Super Town Growth Implementation Plan	CEO	0	0	0	0	<ul style="list-style-type: none"> <li>Department of Immigration,</li> <li>Department of Training and Workforce Development</li> </ul>	<ul style="list-style-type: none"> <li>Deferred post 2015/16</li> <li>Expected cost \$45,000</li> </ul> <p><b>Sustainable increase in population</b></p> <ul style="list-style-type: none"> <li>Population trends</li> </ul>
<ul style="list-style-type: none"> <li><b>Develop Additional Business Incubator Units</b></li> </ul>	Medium	1.9.7	CEO	0	0	0	0	<ul style="list-style-type: none"> <li>MWDC, MEITS</li> </ul>	<ul style="list-style-type: none"> <li>Deferred post 2015/16</li> <li>Costs not identified</li> </ul>

<p>Project management 0.2 FTE</p> <p><b>Percentage Completed: N/A</b></p>									<p><b>New business established</b></p> <ul style="list-style-type: none"> <li>New business establishment</li> </ul>
<ul style="list-style-type: none"> <li><b>Industry Attraction and Retention Project</b></li> </ul> <p>Regional Resource – Investment Coordinator: 1.25 FTE (Funded MWIP)</p> <p>Project management 0.08 FTE</p> <p><b>Percentage Completed: 83%</b></p>	High	1.2.5, 1.5.2	Super Towns Project Manager	85,800	100,000	100,000	100,000	<ul style="list-style-type: none"> <li>MWDC, MWCCI, Other Shires</li> </ul>	<p><b>2011/12</b></p> <ul style="list-style-type: none"> <li>PRACYS developed Growth &amp; Implementation Plan</li> </ul> <p><b>2012/13</b></p> <ul style="list-style-type: none"> <li>PRACYS commenced North Midlands Economic Development Strategy (\$85,800 inc GST);</li> <li>Prospectus reviewed January 2013</li> </ul> <p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>PRACYS developing North Midlands Economic Development Strategy: <ul style="list-style-type: none"> <li>Framework finalised December 2013</li> <li>Working Group established Feb 2014 (CEOs meeting 13 April 2014 for briefing);</li> </ul> </li> <li>Investment plan required (attraction process defined)?</li> <li>Funding of \$100,000 pa from CLGF/Mid West Investment Plan not requested?;</li> <li>Project requires revaluation</li> </ul> <p><b>2014</b></p> <ul style="list-style-type: none"> <li>Regional Resource Coordinator employed and prospectus issued?</li> </ul> <p><b>Service gaps filled</b></p> <ul style="list-style-type: none"> <li>Reported by community</li> </ul> <p><b>Increased business activity</b></p> <ul style="list-style-type: none"> <li>Applications recorded</li> <li>Reported by CCI</li> </ul>
<ul style="list-style-type: none"> <li><b>Local Tourism Industry Development</b></li> </ul> <p>Support Visitor Information Centre 0.02 FTE</p> <p>Project management 0.02 FTE</p> <p><b>Percentage Completed: 100%</b></p>	Medium	1.2.7, 1.2.10, 1.2.11	CEO	0	50,000	0	0	<ul style="list-style-type: none"> <li>Wildflower Way Committee, Local Tourism Group</li> </ul>	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>CEO &amp; CDO is attending Wildflower Country Committee meetings</li> <li>13/14 \$40,000 allocated for the Caravan park Caretaker transportable accommodation to be fwd to 14/15.</li> <li>The need for this is under review.</li> </ul> <p><b>Increase in visitor numbers</b></p> <ul style="list-style-type: none"> <li>Visitor numbers Caravan park</li> </ul> <p><b>Wildflower Way project</b></p> <ul style="list-style-type: none"> <li>Completion of project</li> </ul>

**Objective:** Morawa is a comfortable and welcoming place to live, work and visit

**Program Area:** Transport Infrastructure and Services

**Goal:** Provide transport linkages and infrastructure which enables industry and community to grow and develop

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Upgrade Morawa Airport</b></li> </ul> <p>Project development support 0.02 FTE 13/14</p> <p>Project management: 0.2 FTE – External 14/15</p> <p>Asset management: 0.2 FTE - ongoing</p> <p><b>Percentage Completed: 50%</b></p>	High	1.10.1, 1.10.2	Project Officer	0	40,000	1,000,000	1,500,000	RDAF	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>New airport road sealed Feb 2014;</li> <li>An EOI has been requested by MDC for \$900k funding. This was submitted by 11 July 2014.</li> <li>Business Plans have been requested by DRD for the reallocation of \$500k Solar Thermal funds and \$1m Blackspot funds. These are now complete and were endorsed by Council at the December 2014 OCM.</li> </ul> <p><b>2014/15</b></p> <ul style="list-style-type: none"> <li>Seal and upgrade runways and apron</li> <li>CEO has sought letters of support from Doray, Karara., RFDS and Marrak.</li> </ul> <p><b>2015/16</b></p> <ul style="list-style-type: none"> <li>Provide Terminal Building</li> </ul> <hr/> <p><b>Commencement commercial facility</b></p> <ul style="list-style-type: none"> <li>Commencement</li> </ul> <p><b>Improved transport hub to the region</b></p> <ul style="list-style-type: none"> <li>Volume traffic flow</li> </ul> <p><b>Service hub RFDS</b></p> <ul style="list-style-type: none"> <li>Usage</li> </ul>
<ul style="list-style-type: none"> <li><b>Upgrade Major Roads and Annual Road Program</b></li> </ul> <p>Project management: 0.9</p> <p><b>Percentage Completed: 100%</b></p>	Medium	1.8	Works Manager	1,580,000	1,580,000	1,580,000	1,580,000	Department of Main Roads	<p><b>2014/15 (\$1,107,475)</b> YTD: \$468,848</p> <p>Completed</p> <ul style="list-style-type: none"> <li>Recurrent cost post 2016: \$1.6M</li> </ul> <hr/> <p><b>Road safety</b></p> <ul style="list-style-type: none"> <li>Survey</li> </ul> <p><b>Asset maintenance</b></p> <ul style="list-style-type: none"> <li>Improvement in asset ratios</li> </ul>

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<b>Program Area Operating Cost:</b>	Ongoing		Works Manager	2,059,403	2,100,000	2,142,000	2,185,000		<b>2014/15 (\$1,722,847)</b> Staff Required: 11 FTE Cost YTD: \$1,193,200 Recurrent Cost post 2017: \$2.23M
Percentage Completed: 69%									

## Program Area: Housing

**Goal:** Provide housing for all needs (staff, aged, tourism) to facilitate growth and development

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Key Worker Housing</b></li> </ul> Percentage Completed: N/A	Medium	1.9.3	CEO	0	0	0	0	Department of Housing	Project deferred until development of next corporate business plan
<ul style="list-style-type: none"> <li><b>Staff Housing</b></li> </ul> Project management 0.1 FTE Percentage Completed: N/A	High	1.9.5	CEO	0	0	350,000	350,000	Royalties for Regions - CLGF	<b>2014/15</b> <ul style="list-style-type: none"> <li>\$139,316 has been allocated for maintenance</li> <li>Recurrent cost post 2016: \$14,000</li> </ul> <hr/> <b>Houses constructed</b> <ul style="list-style-type: none"> <li>Houses in place</li> </ul> <b>Staff satisfaction with housing</b> <ul style="list-style-type: none"> <li>Staff satisfaction (annual survey)</li> </ul>
<ul style="list-style-type: none"> <li><b>Expansion Caravan Park</b></li> </ul> Project management 0.2 FTE Percentage Completed: N/A	Medium	1.2.9, 1.9.6	CEO	0	0	0	0		Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> <li>4 dwellings constructed;</li> <li>Budget \$500,000 from Shire funds</li> </ul> <hr/> <b>Additional people stay in town</b> <ul style="list-style-type: none"> <li>Accommodation statistics</li> </ul> <b>Additional expenditure</b> <ul style="list-style-type: none"> <li>Increased estimated expenditure</li> </ul>
<ul style="list-style-type: none"> <li><b>Lifestyle Village for Aged Care</b></li> </ul> Project management 0.3 FTE	Medium	1.9.1	CEO EDO	0	0	0	0	MWDC, RFR – CLGF, Morawa Community Care	Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> <li>Plan and feasibility study for additional aged care housing;</li> <li>Budget \$10M from various sources.</li> </ul>



**Note:**

No key activity is occurring for this goal in 2014/15

Program Area: ?									
Goal: ?									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Main Street Project</b></li> </ul> <p>Landcorp Project Management 1 FTE funded</p> <p>Project support: 0.5 FTE – External 13/14</p> <p><b>Percentage Completed: 80%</b></p> <p>Stage 1: 100%</p> <p>Stage 2: 100%</p>	High	1.7.1, 1.7.5, 1.6.1	Project Officer	0	3,536,000	2,200,000	0	SuperTowns Project – R4R	<ul style="list-style-type: none"> <li>The main street of Morawa will be revitalised to provide new opportunities for community interaction and an increased level of retail and commercial services: <ul style="list-style-type: none"> <li>Freight Realignment (Stage 1) - 2013/14/15</li> <li>Civic Square (Stage 2) - 2013/14/15</li> <li>Recurrent costs of \$50,000</li> <li>Stage 3 deferred beyond 2015/16</li> <li>Stage 4 deferred beyond 2015/15</li> <li>Stage 5 commenced pending funding</li> </ul> </li> </ul> <p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>Additional funding of \$2.536M announced 12 February 2014.</li> <li> <ul style="list-style-type: none"> <li><b>Preferred tenderer (BCL Group) selected by Emerge and endorsed by Council on 31 July 2014.</b></li> <li><b>Work has commenced on project.</b></li> <li><b>BCL proposed a redesign due to ground levels. New design not acceptable to Council. Emerge have been requested to keep amended design close to the original. Amended design went to OCM in October.</b></li> </ul> </li> <li>Projects completed. Now in defects period.</li> <li>Outstanding are amphitheatre arbors, gravel works and clock</li> </ul> <p><b>Civic Square constructed</b></p> <ul style="list-style-type: none"> <li>Project opened 30 April 2015. Plaque to be installed under the clock tower.</li> </ul>
<ul style="list-style-type: none"> <li><b>Wireless and Mobile Blackspot Coverage</b></li> </ul>	High	1.3.2, 1.3.4	Project Officer	0	375,000	0	0	CLGF	Shire of Morawa coordinating update to project business case. Funding required is as follows:

<p>Project involves Shires of Morawa, Mingenew, Perenjori and Three Springs and MWDC</p> <p>Project management: 0.1</p> <p>Percentage Completed: 50%</p>									<ul style="list-style-type: none"><li><ul style="list-style-type: none"><li>Merkanooka (\$680,000)<ul style="list-style-type: none"><li>CLGF – R: \$ 83,333</li><li>MWIP: \$534,167</li><li>Shire Funds: \$ 62,500</li></ul></li><li>Morawa East High (\$942,000):<ul style="list-style-type: none"><li>CLGF – R: \$500,000</li><li>MWIP: \$379,500</li><li>Shire Funds: \$ 62,500</li></ul></li></ul></li><li>Business went to the MWDC Board on 28 February 2014;</li><li>Minister Redman announced 7 March 2014 \$1M approved from CLGF – R;</li><li>FAA for project received by CEO. Advised DRD awaiting outcome of MWIP decision before project milestones developed;</li><li>MWDC Board advised 19/03/14 it does not support EOI. Advice issued to participating shire presidents;</li><li>Issue also referred to Shane Love MLA to discuss with Minister Redman;</li><li>Council briefed on current position 20 March 2014. Indicated that funding should now go to the upgrading of the Morawa Airport;</li><li>CEOs have had preliminary discussions on allocation of funding to the Airport project;</li><li>Item will be required by Council to seek reallocation of funding (May OCM 2014);</li><li>Letter of support received from Shire of Mingenew 29 April 2014.</li><li>See comments under item 20.</li></ul> <p><b>Note:</b> The 2013/14 Budget contains an additional \$250,000 from the Community Development Reserve for electrical works</p> <hr/> <p><b>Meets community standards</b></p> <ul style="list-style-type: none"><li>Monitoring data speed</li></ul> <p><b>Increase coverage and reliability</b></p> <ul style="list-style-type: none"><li>Telstra</li></ul>
<ul style="list-style-type: none"><li>Power Line Upgrade</li></ul>	Medium	1.4.2	MWDC	0	0	0	0	Wester Power	Project deferred until development of next corporate business plan:

<p>Project management: 0.1</p> <p>Percentage Completed: N/A</p>									<ul style="list-style-type: none"> <li>Must be externally funded;</li> <li>Budget \$7M</li> </ul>
<ul style="list-style-type: none"> <li><b>Land Development – Residential and Industrial</b></li> </ul> <p>Project management: Landcorp?</p> <p>Percentage Completed: 100%</p> <ul style="list-style-type: none"> <li>Residential: 100%</li> <li>Industrial: 50%</li> </ul>	High	1.1.2	CEO	800,000 Landcorp	900,000 Landcorp			Landcorp	<p>Costs for 2012/13, 13/14 met by Landcorp:</p> <ul style="list-style-type: none"> <li>38 residential lots</li> <li>50 industrial lots</li> </ul> <p><b>2013/14 Residential Sub-division</b></p> <ul style="list-style-type: none"> <li>First stage of residential sub-division completed – 8 blocks</li> </ul> <p><b>Industrial Sub-division</b></p> <ul style="list-style-type: none"> <li>First stage of industrial sub-division – 6 blocks. Clearing re Club Road completed 8 March 2014. It is intended to use the surplus from the Town Centre projects to fund the sealing of Club Road.</li> <li>Stage two head works</li> <li>Stage three – finalisation of roads</li> </ul> <hr/> <p><b>Lots successfully developed</b></p> <ul style="list-style-type: none"> <li>Sale of lots</li> </ul>
<ul style="list-style-type: none"> <li><b>Gateway Project Plans</b></li> </ul> <p>Project management: 0.1</p> <p>Percentage Completed: 10%</p>	High	1.2.3, 1.6.1	CEO	0	250,000	0	0	Sinosteel	<ul style="list-style-type: none"> <li>Designs received previously. Matters to be determined: level of funding, Munckton Road, the design (tower)</li> <li>Funding sources : <ul style="list-style-type: none"> <li>Sinosteel: \$200,000. Stated in CBP confirmed. However, only \$30,000 put aside;</li> <li>Shire: \$50,000 to be budgeted. Has not happened.</li> <li>13/14 Budget \$250,000 Sinosteel?</li> <li>SMC are now offering \$100,000</li> <li><b>The CEO and SP have met with SMC on 17 July 2014 to discuss. SMC contribution to the gateway project. SMC agreed the contribution was not tied.</b></li> </ul> </li> <li>Recurrent costs post 2016 \$2,500</li> </ul> <hr/> <p><b>Formal entry will provide sense of place</b></p> <ul style="list-style-type: none"> <li>Annual community survey</li> <li>Visitor survey conducted visitor centre</li> </ul>

<ul style="list-style-type: none"> <li><b>Omnibus Scheme Development</b></li> </ul> <p>Project management: 0.2</p> <p><b>Percentage Completed: 80%</b></p> <ul style="list-style-type: none"> <li>Omnibus: 80%</li> <li>Urban Design: 80%</li> <li>LP Strategy: 80%</li> </ul>	Medium	1.5.1	Planning Officer CEO	0	350,000	300,000	0	WAPC, EPA	<p><b>2013/14</b> \$232,844 in Budget</p> <ul style="list-style-type: none"> <li>Urban Design Guidelines developed: <ul style="list-style-type: none"> <li>Individual meetings held with business owners;</li> <li>Staff briefed 25 February 2014;</li> <li>Community meeting to be rescheduled;</li> <li>Mike Davis briefed Council 17 April 2014 – matter deferred pending corrections submitted to May meeting</li> </ul> </li> <li>Omnibus amendments due 30/06/14, presented to Council 19 June 2014.</li> <li>Public comment period closed 7 July 2014. No submissions received at present.</li> <li>Scheme strategy changes due 30/09/14</li> </ul> <hr/> <p><b>LP Strategy and Scheme</b></p> <ul style="list-style-type: none"> <li>Completed report WAPC</li> </ul> <p><b>Omnibus</b></p> <ul style="list-style-type: none"> <li>Completed report WAPC</li> </ul> <p><b>Urban design guidelines</b></p> <ul style="list-style-type: none"> <li>Endorsement by Shire of Morawa as policy</li> </ul>
<ul style="list-style-type: none"> <li><b>Old Morawa Hospital</b></li> </ul> <p>Project management: 0.05</p> <p><b>Percentage Completed: 80%</b></p>	Medium	1.9.4	CEO	0	50,000	0	0	MWDC, R4R	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>\$50,000 not budgeted;</li> <li>Technical report received 16/11/13. Cost of report: \$3,900 funded from Consultancy Services Admin;</li> <li>Scope of report discussed with Council 11 February 2014;</li> <li>Separate site visit and briefing completed 20 March 2014;</li> <li>Extension for management order (Intention to Take): <ul style="list-style-type: none"> <li>Sort by CEO/DCEO/PO 3 April 2014 as current order expires in May 2014;</li> <li>Order approved until further notice</li> </ul> </li> <li>Further resolution on use of site required.</li> <li>CEO has obtained a legal opinion on the transfer of the building. This opinion is currently under review</li> </ul> <hr/> <p><b>Hospital is renewed as community asset</b></p> <ul style="list-style-type: none"> <li>Project completion and new community</li> </ul>

**Objective:** A collaborative and connected community with strong and vibrant leadership

**Program Area:** Governance and Leadership

**Goal:** Provide high levels of governance to lead and successfully manage the Shire and program of services for the community

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Leadership and Mentoring – Young people</b></li> </ul> <p>Project management 0.01 FTE</p> <p><b>Percentage Completed:</b> 100%</p>	High	3.1.9	CYDO	0	120,000	120,000	120,000	<ul style="list-style-type: none"> <li>Morawa Youth Centre</li> </ul>	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>Operating \$112,634;</li> <li>Projects \$24,200 (Grants):               <ul style="list-style-type: none"> <li>Crime Prevention Grant application to be submitted for CCTV and Skate Park lighting (\$24,000);</li> <li>LDAG Event: 160 people attended;</li> <li>National Youth Event (Music Festival) 4 April 2014</li> </ul> </li> </ul> <p><b>2014/15</b></p> <ul style="list-style-type: none"> <li>Operating \$158,892</li> <li>YTD \$15,396;</li> </ul> <p><b>Young people move into leadership role</b></p> <ul style="list-style-type: none"> <li>Number in community organisations and Council</li> </ul>
<ul style="list-style-type: none"> <li><b>Leadership and Advocacy Role:</b> <ul style="list-style-type: none"> <li>CBH to upgrade and extend facilities</li> <li>Lobby for access to education system</li> <li>Advocate with State Government to deliver NBN</li> <li>Advocate with Western Power for an upgrade of the Morawa Three Springs Feeder</li> <li>Lobby State Government to retain grain on rail</li> <li>Lobby for Roads Funding</li> <li>Engage with State Government re Kadji Kadji Station</li> <li>Advocate for visiting specialist and allied health</li> <li>Advocate for adequate police and emergency</li> </ul> </li> </ul>	High	1.2.1, 1.3.4	CEO	0	0	0	0	<ul style="list-style-type: none"> <li>All major service providers,</li> <li>State and Australian Government Agencies</li> </ul>	<p>Met through normal operating costs</p> <p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>CBH: Has changed focus? No further action</li> <li>Education System: MEITA project – Interim Business Case completed;</li> <li>NBN: Satellite to Mt Campbell; Optic to Town;</li> <li>Western Power – Townsite has been upgraded, but feeder line under review see Status Report;</li> <li>Grain on Rail: Watching Brief;</li> <li>Kadji Kadji: Conservation watching brief;</li> <li>Specialist &amp; Allied Health:               <ul style="list-style-type: none"> <li>GP expanding practice,</li> <li>RFDS Dental Van in place;</li> </ul> </li> <li>Police &amp; Emergency Services: LEMC and CESM Program in place;</li> <li>Participated in Northern Zone Conference;</li> </ul>

services Project management 0.1 FTE Percentage Completed: 83%									<b>Agencies and Service Providers meet community needs</b> <ul style="list-style-type: none"><li>Annual community survey</li></ul>
<ul style="list-style-type: none"><li><b>Invest in Council's Capacity</b></li></ul> <p>Oversee Management of Shire 0.1 FTE</p> <p>Integrated Strategic Planning Support: 0.2 FTE</p> <p>Annual Customer Survey: 0.1 FTE</p> <p>Percentage Completed: 83%</p>	High	4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.5.1, 4.5.2, 4.5.3, 4.6.1, 4.6.2, 4.7.1, 4.7.2, 4.8.1, 4.8.3	CEO	0	0	0	0		<p>Met through normal operating costs:</p> <p><b>Staff Training and Development</b></p> <ul style="list-style-type: none"><li>PWOH: \$26,578</li><li>Other Property &amp; Services: \$8,438</li></ul> <p><b>Professional Development Councillors</b></p> <ul style="list-style-type: none"><li>\$8,000. Zone Conference 28/29 March - completed</li></ul> <p><b>Traineeships</b></p> <ul style="list-style-type: none"><li>\$0. CII Student 1 day a week engaged</li></ul> <p><b>Whole of Life Costings</b></p> <ul style="list-style-type: none"><li>12/13 Plant &amp; Equipment not finished</li><li>13/14 Land &amp; Buildings</li><li>14/15 Road Infrastructure</li><li>15/16 Furniture &amp; Equipment</li></ul> <p><b>Implemented IPR Framework</b></p> <ul style="list-style-type: none"><li>SCP 21/06/12; CBP 20/06/13;</li><li>Department requested modifications to SCP by 31 March 2014 – completed 25/03/14;</li><li>SCP reviewed in September 2014.</li><li>Risk Management policy, compliance plan and strategy now complete. Endorsed by Council November 2014.</li><li>(Reg. 17). Commenced and completed in August 2014 by LGIS. Endorsed by Council in December 2014</li></ul> <p><b>Review Council Policies and Local Laws</b></p> <ul style="list-style-type: none"><li>To be undertaken in April 2015.</li></ul> <p><b>Compliance with all Legislation and LG Act</b></p> <ul style="list-style-type: none"><li>Annual Compliance Return 2014 completed and submitted in March 2015.</li><li>PID annual survey completed, 30 June 2014</li><li>FOI annual return completed 30 June 2014</li></ul>

									<b>Delivery of Services as Sub-Regional Hub</b> <ul style="list-style-type: none"> <li>Ongoing Shared Services, further discussions to take place.</li> </ul> <b>Annual Customer Surveys</b> <ul style="list-style-type: none"> <li>Process to be revisited during 2014/15</li> </ul> <hr/> <b>Excellence in governance, management and leadership</b> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>
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<b>Program Area Operating Cost:</b>  Percentage Completed: 34%	Ongoing		CEO	836,083	852,000	869,000	886,000		2014/15 (\$508,806) <b>Staff Required:</b> 1 FTE <b>Members of Council</b> <b>Cost YTD:</b> \$300,251 <b>Governance - General</b> <b>Cost YTD:</b> \$48,763  Recurrent Cost post 2017: \$903,000
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## Assessment

The following matrix is a summary assessment on the status of the Corporate Business Plan:

Criterion	Key Requirements	Progress/Comment	Tracking
Assessment of Projects	<b>Projects (35):</b>  Projects on-track: 16 Projects monitored: 8 Projects off-track: 2 Projects deferred: 9 Percentage Completed: <b>71.2%</b>  <b>Program Areas-Operating (4):</b>  Monitor 0	<b>Projects</b> <ul style="list-style-type: none"> <li>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;</li> <li>The second key issue has been the constant waiting on the approval of funding or resources for key projects:             <ul style="list-style-type: none"> <li>State Cabinet – continual delays whilst it makes a decision (Town Centre Revitalisation and Freight Road Re-alignment);</li> <li>Scrapping of Commonwealth funding programs e.g.</li> </ul> </li> </ul>	

	On-track 3 Off-track 1	RADF5 (Town Hall project); <ul style="list-style-type: none"> <li>Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding the Morawa Swimming Pool);</li> <li>MWDC requirement to continually review business cases;</li> <li>Competition regarding the availability of bitumen for major road projects (has been secured for Feb 2014, so will be on track)</li> </ul> <ul style="list-style-type: none"> <li>The majority of projects with monitoring status, although they have a low completion status, are on track in terms of where they are regarding the timeline of the project.</li> </ul> <p><b>Program Areas-Operating</b>  Each program area – operating although they have a monitoring status and off-track status, are on track in terms of normal operations for this time of year.</p>	
<b>Resource Capability (Staff)</b>	<ul style="list-style-type: none"> <li>CBP: 2.08 FTE</li> <li>Programs: 24.07 FTE</li> <li>Project Officer funded externally</li> <li>MWRC setting up support re: <ul style="list-style-type: none"> <li>Human Resource Management</li> <li>Higher Level Financial Management</li> <li>Engineering</li> <li>Health and Building</li> </ul> </li> <li>Succession planning/mentoring</li> </ul>	<p>The key issue here is that the MWRC has dissolved and so is no longer in a position to provide additional support. In particular:</p> <ul style="list-style-type: none"> <li>HRM appears to be lacking;</li> <li>Higher level financial management appears to be lacking;</li> <li>Engineering support has fallen over;</li> <li>Health and building support has fallen over. Now using City of Greater Geraldton</li> <li>CEO is currently assessing these issues.</li> </ul> <p>The balance between SuperTowns and local government operations is impacting on staff. Key impacts include:</p> <ul style="list-style-type: none"> <li>The struggle to provide consistent governance support;</li> <li>Records management constantly suffers;</li> <li>Front line services constantly interrupt administration support.</li> </ul> <p>Resource sharing with Shire of Perenjori is now being explored to help address the above. CEO has made contact with Perenjori CEO to discuss further.</p>	
<b>Assets of the Shire</b>	Whole of Life costs for the next 10 years are put at \$2,426,700 per annum	No change. However, this may change once the review of the asset management plans are completed at the end of 2015.	
<b>Financial Estimates of the SCP</b>	<b>Funding:</b> <ul style="list-style-type: none"> <li>Shire Contribution \$3,041,238</li> <li>CLGF – Regional: \$ 250,000</li> </ul>	<b>Funding:</b> As per Assessment of Projects: <ul style="list-style-type: none"> <li>CLGF – R for Mobile Blackspot Tower Project of \$583,333 (out of</li> </ul>	

	<ul style="list-style-type: none"> <li>CLGF – Local: \$ 718,000</li> <li>Mid West DC: \$3,049,980</li> <li>Other: \$5,147,500</li> </ul> <p><b>Financial Ratios</b></p> <ul style="list-style-type: none"> <li>It is not believed that the CBP will negatively impact on the ratios</li> <li>Will need recalculation in line with the long term financial plan</li> </ul>	<p>\$1M approved 7 March 2014);</p> <ul style="list-style-type: none"> <li>CLGF – L 358,000 for 2012/13 is subject to reinstatement as part of the State Budget process for 2014/15</li> </ul> <p><b>Financial Ratios</b></p> <p>The 2013/14 auditor's report puts three ratios within acceptable limits and three that are borderline</p>	
<b>Operational Risk Assessment</b>	<p>Consists of three key elements:</p> <ul style="list-style-type: none"> <li>Systems</li> <li>Processes</li> <li>Resources</li> </ul>	<p>A Corporate Risk Management Plan and Matrix has been prepared for the Shire</p> <p><b>Document Management</b></p> <ul style="list-style-type: none"> <li>Staff is in the process of setting up electronic records management.</li> </ul> <p><b>Project Management</b></p> <ul style="list-style-type: none"> <li>A project management policy has been prepared and was endorsed by Council at the October 2014 Council Meeting</li> </ul> <p><b>Stakeholder Management System</b></p> <ul style="list-style-type: none"> <li>Not in place. CEO is currently developing this.</li> </ul> <p><b>ICT System</b></p> <ul style="list-style-type: none"> <li>Current system is adequate for needs. Requires optimisation of its use. An ICT Strategic Plan is required.</li> </ul> <p><b>HR Processes</b></p> <ul style="list-style-type: none"> <li>Training and development is budgeted for;</li> <li>Flexible work arrangements are in place;</li> <li>Recruitment processes have been improved since November 2013 (recruitment start up sheet and interview assessment sheet introduced);</li> <li>Performance review process is being developed with the assistance of WALGA.</li> </ul> <p><b>Workforce Planning and Cost Modelling</b></p> <ul style="list-style-type: none"> <li>Performance management system required;</li> <li>Outstanding performance reviews need to be undertaken. These are yet to be completed.</li> <li>A review of JDFs (PDs) required.</li> </ul> <p><b>Skills Development</b></p> <p>See HR processes and Workforce Planning and Cost Modelling</p> <p><b>Workforce</b></p> <ul style="list-style-type: none"> <li>Corporate Business Plan monthly report developed and</li> </ul>	

		<p>implemented December 2013;</p> <ul style="list-style-type: none"> <li>Also see workforce planning and cost modelling.</li> </ul> <p><b>Council</b></p> <ul style="list-style-type: none"> <li>Engagement of community regarding the role of the Shire and Council's responsibilities is required;</li> <li>Review of the community engagement policy required;</li> </ul> <p><b>Asset Base</b></p> <ul style="list-style-type: none"> <li>Rationalisation of assets will occur with the adoption of the asset management plans;</li> <li>Collaborative regional processes that optimise the revenue base is occurring</li> </ul>	
<b>Internal Analysis (Required Improvements)</b>	<p>There are 10 key improvements required:</p> <ol style="list-style-type: none"> <li>1. Invest in electronic data management</li> <li>2. Implement electronic project management. Microsoft Project software purchased.</li> <li>3. Stakeholder relationships managed electronically</li> <li>4. Communication systems between staff and councillors</li> <li>5. Formal HR mentoring for senior staff</li> <li>6. Implement excellent HR systems</li> <li>7. Effective job planning, detailed JDFs</li> <li>8. Implement work output monitoring systems</li> <li>9. Rationalise asset base at every opportunity</li> <li>10. Continue to invest in regional processes that optimise Shire revenue base</li> </ol>	See Operational Risk Assessment	
<b>Measuring Our Success</b>	<p>The Key Performance Measures are:</p> <ul style="list-style-type: none"> <li>Community satisfaction telecommunication services (AS);</li> <li>Community satisfaction town amenity (AS);</li> <li>Community satisfaction housing supply (AS);</li> <li>Community satisfaction other</li> </ul>	<p><b>Annual Survey (AS) Outcomes:</b></p> <ul style="list-style-type: none"> <li>Survey process is in place. Satisfaction levels developed based on Shire of Morawa Community Engagement Report 2012.</li> </ul> <p><b>House Built Statistics:</b></p> <ul style="list-style-type: none"> <li>To be determined (possibly 2 per annum)</li> </ul> <p><b>Waste Targets</b></p> <ul style="list-style-type: none"> <li>Closure of Landfill by 2015; Subregional centre in place 2015</li> </ul> <p><b>Primary Health Care Access (24 hour)</b></p>	

	<p>services (AS)</p> <ul style="list-style-type: none"> <li>• Number houses built per year;</li> <li>• Land availability for projects;</li> <li>• Nil waste targets achieved;</li> <li>• All residents able to access primary health care service within 24 hour target;</li> <li>• Number cultural events held;</li> <li>• Annual community satisfaction with cultural, heritage and recreation services (AS);</li> <li>• Volunteering rate each census period;</li> <li>• Community satisfaction with engagement with Council (AS);</li> <li>• Improvement in financial ratios</li> <li>• Low employee turnover</li> <li>• Successful fundraising for key projects 50% target</li> </ul>	<ul style="list-style-type: none"> <li>• Increase satisfaction rating from 2.23 – 2.93.</li> </ul> <p><b>Cultural Events</b></p> <ul style="list-style-type: none"> <li>• There are 12 – 15 events in place a year.</li> <li>• Arts festival in place</li> </ul> <p><b>Volunteering Rate (ABS Census)</b></p> <ul style="list-style-type: none"> <li>• To be ascertained</li> </ul> <p><b>Financial Ratios</b></p> <ul style="list-style-type: none"> <li>• These are now compiled and form part of the 2013/14 annual financial statements.</li> </ul> <p><b>Employee Turnover</b></p> <ul style="list-style-type: none"> <li>• Currently 7%. The benchmark for local government is 12%-16%</li> </ul> <p><b>Successful Fundraising for key Projects = 50%</b></p> <ul style="list-style-type: none"> <li>• Grants approved to date include: <ul style="list-style-type: none"> <li>◦ RADS funding \$20,000 to develop Airport Masterplan. Shire contribution will be \$20,000;</li> <li>◦ DER - Waste Management Strategic Plan: \$5,000. Shire's contribution \$5,000.</li> </ul> </li> <li>• It would be appropriate to develop a grants plan and matrix to Identify, track and summarise all grants received</li> </ul>	
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### Legend

Off-track (0-49% completed)	
Monitor (50-69% completed)	
On-track (70–100% completed)	
Projects deferred until a later date	
Project completed	

<i>Date of Meeting:</i>	<b>18 June 2015</b>
<i>Item No:</i>	<b>7.2.6.2</b>
<i>Subject:</i>	<b>Policy and Procedures Manual &amp; Delegations Register Review 2015</b>
<i>Date &amp; Author:</i>	<b>10 June 2015 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer</b>
<i>File Number:</i>	<b>ADM 0159</b>
<i>Previous minute/s &amp; Reference:</i>	

## **SUMMARY**

The purpose of this report is for Council to adopt the reviewed and amended Shire of Morawa Policy Manual & Delegations Register as tabled.

## **DECLARATION OF INTEREST**

Nil

## **ATTACHMENTS**

The Shire of Morawa Policy Manual and Delegation Register. (These documents will be provided prior to the meeting in sufficient time to enable Elected Members to review).

## **BACKGROUND INFORMATION**

It is current Council policy to carry out a review of the Policies and Procedures of the Shire annually. It is a statutory requirement that Shire delegations are also reviewed annually. The Shire of Morawa Policy Manual & Delegations Register was last reviewed at the Council Meeting held on 20th March 2014.

## **OFFICER'S COMMENT**

The Shire of Morawa maintains a Policy Manual and Delegations Register with an up-to-date recording of the various policies and delegations of the Council. The Shire Delegations Register reflects those delegations made to senior staff to improve operational efficiencies and organizational effectiveness.

The policies relate to issues of an on-going nature (policy decisions on single issues are not recorded in the manual). The objectives of the Council's Policy Manual are:-

- To provide Council with a formal written record of all Council policy decisions;
- To provide staff with precise guidelines in which to act in accordance with Council's wishes;
- To enable the staff to act promptly in accordance with Council's requirements, but without continual reference to Council;
- To enable Elected Members to adequately handle enquiries from electors without undue reference to the staff or the Council;

- To enable Council to maintain a regular review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances;
- To enable ratepayers and customers to obtain immediate advice on matters of Council Policy.

The Shire of Morawa Policy Manual and Delegations Register have been reviewed and updated accordingly.

### **COMMUNITY CONSULTATION**

Nil

### **COUNCILLOR CONSULTATION**

Nil

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 Section 2.7, 5.42.and 5.44*

### **POLICY IMPLICATIONS**

The Policy Manual and Delegations Register are to be reviewed at least once annually

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **RISK MANAGEMENT**

Nil

### **VOTING REQUIREMENT:**

**Absolute Majority**

### **OFFICER'S RECOMMENDATION**

It is recommended that:

Council resolve to adopt the reviewed and updated Shire of Morawa Policy Manual & Delegations Register, as tabled.

**COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended that:**

**Council resolve to adopt the reviewed and updated Shire of Morawa Policy Manual & Delegations Register, as tabled.**

The report was withdrawn to allow for further review of the Shire of Morawa Policy Manual & Delegations Register before considered for endorsement by Council.

**8. New Business of an Urgent Nature**

Gindalbie Metals Ltd has nominated Badja Station in the Shire of Yalgoo to build a National Radioactive Waste Management Facility. Cr Chappel proposed Council consider requesting WALGA to assist in research and advise on behalf of the Shire of Morawa and other Shires in the Northern Country Zone regarding assessment of this proposal.

Moved: Cr D S Agar

Seconded: Cr D B Collins

Council request the following motion to be included in the North Country Zone Agenda 21<sup>st</sup> June 2015.

The Northern Country Zone request WALGA to advocate on behalf of the Shire of Morawa, the Shire of Perenjori and other Councils in the Zone and to provide research and advice regarding Gindalbie Metals Ltd's proposal to nominate to build a National Radioactive Waste Management Facility on Badja Station in the Shire of Yalgoo.

**CARRIED**

**7/0**

This then became the substantive motion

Council request the following motion to be included in the North Country Zone Agenda 21<sup>st</sup> June 2015.

The Northern Country Zone request WALGA to advocate on behalf of the Shire of Morawa, the Shire of Perenjori and other Councils in the Zone and to provide research and advice regarding Gindalbie Metals Ltd's proposal to nominate to build a National Radioactive Waste Management Facility on Badja Station in the Shire of Yalgoo.

**CARRIED**

**7/0**

5.38 pm Cr K J Chappel (Shire President) and Cr M J Thornton retired from the Chambers pertaining to an Interest in new business of an urgent nature relating to a funding proposal for the Morawa bowling club.

5.38pm Cr D S Carslake (Deputy Shire President) assumed position of chair.

Cr Carslake advised that a draft Department of Sport and Recreation grant submission had been presented to the Shire of Morawa in late 2014 regarding a proposal for bowling green lighting associated with the Morawa Bowling Club. The draft grant submission had been mislaid.

Further background information is to be requested from the Morawa Bowling Club regarding the proposal and Shire of Morawa staff will assess possible funding opportunities and provide a report to Council for consideration at the next Council meeting.

5.54 pm Cr K J Chappel (Shire President) and Cr M J Thornton re-joined the meeting.

5.54pm Cr K J Chappel (Shire President) resumed position of chair.

**9. Applications for Leave of Absence**

Nil.

**10. Motions of Which Previous Notice Has Been Given**

**10.1 Questions from Members without Notice**

Nil.

**11. Meeting Closed**

**11.1 Matters for which the meeting may be closed**

Nil.

**11.2 Public reading of resolutions that may be made public**

Nil.

**12. Closure**

There being no further business for discussion the Shire President thanked everyone for their attendance and declared the meeting closed at 6.02 pm.



.....Presiding Person

**13. Next Meeting**

The next Ordinary Meeting of Council is scheduled 16th July 2015