



CONFIRMED MINUTES

ORDINARY COUNCIL MEETING

HELD ON

**THURSDAY, 4 OCTOBER 2016
FOR THE SEPTEMBER COUNCIL MEETING**



**WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY**

<p style="text-align: center;">CONFIRMED MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE</p> <p style="text-align: center;">COUNCIL CHAMBERS ON THURSDAY 4 OCTOBER 2016</p>
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Declaration of Opening

The Shire President to declare that the meeting open at 5:30pm

1.1 Recording of Those Present

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

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

1.2 Apologies

Nil

1.3 Approved Leave of Absence

Nil

1.4 Welcoming of Visitors to the Meeting

Nil

1.5 Announcements by the Presiding Member without Discussion

Nil

2 Public Question Time

2.1 Response to previous public questions taken on notice

Nil

2.2 Public question time

Nil

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes of Previous Meeting

4.1 18 August 2016 – Ordinary Council Meeting

COUNCIL RESOLUTION

**1609001 Moved: Cr Thornton
 Seconded: Cr Stokes**

**That the Minutes - item 4.1 18 August 2016 – Ordinary Council Meeting
be confirmed.**

CARRIED 7/0

5 Public Statements, Petitions, Presentations and Approved Deputations

Nil

6 Method of Dealing with Agenda Business

Nil

7 Reports

**7.1 Reports from Committees
Nil**

7.2 Reports from the Chief Executive Officer

7.2.2 Manager Finance and Accounting

7.2.3 Community Youth Development Officer

7.2.4 Executive Manager

7.2.5 Chief Executive Officer - Other

7.2 Reports from the Chief Executive Officer

<i>Item No/ Subject:</i>	7.2.1 Status Report
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	12 September 2016 - John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer - John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	18 August 2016 (Last Update to Council)

SUMMARY

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa August 2016 Status Report.

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

As per the Status Report

COMMUNITY CONSULTATION

As per the Status Report

COUNCILLOR CONSULTATION

As per the Status Report

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

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

COUNCIL RESOLUTION

**1609002 Moved: Cr Stokes
 Seconded: Cr Coaker**

That Council:

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

CARRIED 7/0

Council Resolutions for Actioning or Attention Completed

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"> 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 15th 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 29th November 2011 with a following submission. TPG have provided a proposal to provide a scoping design role under the Morawa Super Town Project. Council sub-committee and SMC representative met with principal consultants in Perth on 27th February 2012. Initial design proposal received and on site meeting held on 7th May 2012. Further design received for Council consideration. Informal discussion held between ACEO and Scott Whitehead (SMC) – June 2013? Topics included: <ul style="list-style-type: none"> Gateway project; Future fund; Radio tower Options now required to address status of this project: <ul style="list-style-type: none"> 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; Discussions highlighted that SMC is willing to allocate \$100,000 to the project or this level of funding to another town based project; Council informed of status at the Briefing Forum on 11 	CEO	Dec-13

			<p>February 2014.</p> <ul style="list-style-type: none"> The former CEO suggested to Council at the February Council 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. SP, CEO & 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. 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. Sinosteel are reviewing the Minister's Order to see if the obligation is still valid. The CEO discussed the opportunity to use the funds for the Bush Trail. The Shire CEO has invoiced Sinosteel for \$30,000. 		
Jun-11	8.2.1	Climate Change Risk Assessment & Adaptation Action Plan	<ul style="list-style-type: none"> Implement adaptation action plan strategies rated 'extreme' and 'high' as budgetary and human resources permit. Consideration required to start funding actions in 2015/16 No further action at this time. 	CEO	Jun-13
Mar 2014	12.1.1	Proposal to Reallocate Solar Thermal Feasibility Funding (\$500,000)	<ul style="list-style-type: none"> Letter requesting transfer of \$500,000 to the upgrade of the Morawa Airport issued 2 April 2014; This matter replaces the previous item on this matter (Western Power – September 2007) Business Plan completed and was endorsed at the December 2014 Council meeting. Approval 	CEO	In Progress
			<ul style="list-style-type: none"> 		

Council Resolutions for Actioning or Attention Completed

Chief Executive Officer					
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June 2016	1606016	Shire President and CEO to enter into discussions with State Government representatives in relation to the Shire of Morawa's current and future interests in the Old Morawa Hospital	Appropriate representatives identified. Need to arrange suitable times for Shire President and CEO to attend.		
June 2016	1606019	Designs plans and cost estimates to be obtained for a relocated Evaside/Stephens Road intersection including constructed width and height of the road and intersection	Design received. To be presented at the October 2016 Briefing Session for discussion on options.		
	Manager Accounting & Finance				
	Nil			MAF	
	Nil				
	Community Development Officer			CDO	
	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 Accounting & Finance

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	14/09/2016 Melissa Borg - Finance Officer
<i>Responsible Officer:</i>	Finance Officer
<i>Applicant/Proponent:</i>	Manager Accounting & Finance - Fred Gledhill
<i>File Number:</i>	ADM0135
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council 22 September 2016

BACKGROUND INFORMATION

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS
1996 – REG 13

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

OFFICER'S COMMENT

Nil

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS
1996 – REG 13

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- Municipal EFT Payment Numbers EFT 8852 to EFT 8937
inclusive, amounting to \$427,242.79
- Municipal Cheque Payments Numbered 11593 to 11597 and
(10, 11)
totalling \$14,922.80
- Municipal Direct Debit Payments Numbers DD5116.1
to DD5182.1 amounting to \$23,607.19
- Payroll for July 2016
10/08/2016 - \$50,063.58
24/08/2016 - \$50,584.37

COUNCIL RESOLUTION

**1609003 Moved: Cr Stokes
 Seconded: Cr Collins**

That Council endorses the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- **Municipal EFT Payment Numbers EFT 8852 to EFT 8937
inclusive, amounting to \$427,242.79**
- **Municipal Cheque Payments Numbered 11593 to 11597 and
(10, 11)
totalling \$14,922.80**
- **Municipal Direct Debit Payments Numbers DD5116.1
to DD5182.1 amounting to \$23,607.19**
- **Payroll for July 2016
10/08/2016 - \$50,063.58
24/08/2016 - \$50,584.37**

CARRIED 7/0

10	10/08/2016	Shire of Morawa	Art show 2016 Float	1	500.00
11	19/08/2016	Shire of Morawa	Petty Cash Recoup August 2016	1	305.00
EFT8852	02/08/2016	LGISWA	LGIS Property 1st Installment 16/17	1	84,941.27
EFT8853	03/08/2016	BPH	GTS Flood Repairs 25/07/2016 - 31/07/2016	1	156,315.50
EFT8854	04/08/2016	Frances Egan	Refund bond - 30th July 2016 - Morawa Tennis Club Meeting Room	1	500.00
EFT8855	08/08/2016	Morawa Traders	July Supplies 2016	1	226.93
EFT8856	08/08/2016	IT Vision Australia Pty Ltd	Adjustments to employees super as requested	1	1,925.00
EFT8857	08/08/2016	Landgate	Minimum Charge - Schedule G 2016/3	1	64.70
EFT8858	08/08/2016	Geraldton Toyota	Alloy Bull bar	1	3,973.45
EFT8859	08/08/2016	Guardian Print	Binding Of Minutes	1	495.00
EFT8860	08/08/2016	Local Health Authorities Analytical Committee	Analytical Services 2016/2017	1	385.00
EFT8861	08/08/2016	Neverfail Springwater Limited	Annual & Monthly Cooler Rental	1	182.60
EFT8862	08/08/2016	State Library of WA	Lost and Damaged books 16/17	1	297.00
EFT8863	08/08/2016	Snap Osborne Park	2016 Art Exhibition and Awards - Artwork tickets, invitations, Banner	1	165.00
EFT8864	08/08/2016	CleverPatch	Art Supplies - General Youth	1	481.36
EFT8865	08/08/2016	Dismantle Inc	2016 Bike Dismantle - Project Delivery	1	7,855.76
EFT8866	08/08/2016	Perth Expo Hire	2016 Morawa Art Awards Plinth Hire	1	1,451.74
EFT8867	08/08/2016	colliers	Office Rent 01/08/2016 to 31/08/2016	1	423.85

EFT8868	11/08/2016	Deans Contracting WA Pty Ltd	Supervision Of Flood Damage - 11/07/2016 to 24/07/2016	1	29,347.56
EFT8869	11/08/2016	Jason Campbell	Refund 4 weeks rent deposited before tenant moved into the unit	1	228.00
EFT8870	11/08/2016	Jason Campbell	Remainder of rent refund to tenant	1	200.00
EFT8871	12/08/2016	Australian Services Union	Payroll deductions	1	79.05
EFT8872	12/08/2016	Department of Human Services	Payroll deductions	1	125.00
EFT8873	12/08/2016	Star Track Express	Freight - Perth to Morawa	1	698.11
EFT8874	12/08/2016	Moore Stephens	Progressive Account 31 July 2016 - Integrated Planning Services	1	3,787.30
EFT8875	12/08/2016	BL & MJ Thornton Waste Removal Services	Waste Removal - July 2016	1	7,919.34
EFT8876	12/08/2016	Courier Australia	Freight - Perth - Morawa	1	40.58
EFT8877	12/08/2016	Bob Waddell Consultant	Assistance with depreciation and Annual Financial Report	1	1,584.00
EFT8878	12/08/2016	Barbara Browne	Education Plan July 1st to July 31st	1	4,500.00
EFT8879	12/08/2016	Peter Browne Consulting	Education Plan July 1st to July 31st	1	4,537.50
EFT8880	12/08/2016	Shermac Engineering	fit new external hydraulic lines	1	940.50
EFT8881	12/08/2016	Asphalt in a bag	Supply 2 pallet asphalt in a bag	1	3,437.50
EFT8882	15/08/2016	Morawa News & Gifts	July 2016 Stationary Purchases	1	311.55
EFT8883	15/08/2016	Kats Rural	Replace hot water system	1	2,164.05
EFT8884	15/08/2016	IXOM	Chlorine Cylinder Service Fee - 01/07/2016 to 31/07/2016	1	169.14
EFT8885	15/08/2016	Geraldton Fuel Company Pty Ltd	Bulk Fuel and Card purchases - July 2016	1	15,295.53

EFT8886	15/08/2016	S & K Electrical Contracting Pty Ltd	Repairs	1	260.67
EFT8887	15/08/2016	Geraldton Toyota	80k service – P229	1	1,233.35
EFT8888	15/08/2016	Vidguard Security Systems	Monitoring Fees - 01/08/2016 - 31/10/2016	1	115.50
EFT8889	15/08/2016	Local Government Managers Australia	2016/2017 Membership	1	1,026.00
EFT8890	15/08/2016	Leading Edge Computers Dongara & Geraldton	110 units Computer Support Service Agreement 16/17 financial year	1	16,500.00
EFT8891	15/08/2016	Morawa Rural Enterprises	10supply 10 F62 Reno mesh	1	699.96
EFT8892	15/08/2016	Aerodrome Management Services Pty Ltd	10 x AMSF001 -Standard cone white	1	4,798.78
EFT8893	15/08/2016	Cutting Edges Equipment Parts	supply 1cutting edge	1	443.53
EFT8894	15/08/2016	Covs Parts Pty Ltd	Parts	1	482.22
EFT8895	15/08/2016	Central Regional TAFE	Secure cargo course	1	774.40
EFT8896	15/08/2016	Staples	Meter Charges - July 2016	1	1,213.92
EFT8897	18/08/2016	Landmark Operations Limited	Gas bottles	1	946.76
EFT8898	18/08/2016	WesTrac Equipment Pty Ltd	Parts	1	594.17
EFT8899	18/08/2016	Everlastings Guest Homes Morawa	Catering – Meeting	1	247.50
EFT8900	18/08/2016	McDonalds Wholesalers	Purchase milk – long life	1	44.82
EFT8901	18/08/2016	S & K Electrical Contracting Pty Ltd	Change sensor switch	1	975.06
EFT8902	18/08/2016	Leading Edge Computers Dongara & Geraldton	Ink - Oki Finance printer	1	278.35
EFT8903	18/08/2016	State Law Publisher	Gazette Advertising	1	115.20

EFT8904	18/08/2016	Snap Osborne Park	2016 Morawa Art Awards and Exhibition - printing catalogues	1	939.99
EFT8905	18/08/2016	William Lewis	2016 Morawa Art Awards & Exhibition - Welcome to Country	1	804.00
EFT8906	18/08/2016	Protector Fire Services	Check all Fire Extinguishers	1	1,837.00
EFT8907	18/08/2016	Morawa Rural Enterprises Two	Supply 6 195/85/R16 LT	1	2,310.55
EFT8908	18/08/2016	CMS Plumbing & Gas	Repair to sewer line at 40 Grove st	1	1,639.00
EFT8909	18/08/2016	DALLYWATER CONSULTING	Contract work 27/07/2016 to 29/07/2016 - Plus Travel	1	3,212.00
EFT8910	18/08/2016	Robyn Varpins	2016 Morawa Art Awards & Exhibition - Curator	1	1,396.00
EFT8911	18/08/2016	Reliance Petroleum	Fuel Charges - July 2016	1	967.53
EFT8912	18/08/2016	Canine Control	Ranger Services - 22/07/2016	1	962.50
EFT8913	18/08/2016	GH Country Courier	Freight Westrac - Morawa	1	172.46
EFT8914	18/08/2016	Courier Australia	Freight - Perth to Morawa	1	27.54
EFT8915	18/08/2016	Greenfield Technical Services	Flood Damage Services - June - July 2016	1	6,750.32
EFT8916	18/08/2016	Bob Waddell Consultant	Assistance Preparation 15/16 financial report and fair value assets - 16.5 HRS	1	4,917.00
EFT8917	18/08/2016	CS Legal	Professional Fees - 09/08/2016	1	471.90
EFT8918	18/08/2016	Alinta Sales Pty Ltd	Power Usage - June and July 2016	1	711.59
EFT8919	18/08/2016	Joanne Draper	Art Exhibition Items	1	143.91
EFT8920	18/08/2016	Candice SMITH	Art Exhibition Items - Ginger Beer and Brushes	1	203.83
EFT8921	23/08/2016	Jason Campbell	Rent refund from 23/08/2016	1	214.00

EFT8922	25/08/2016	Leading Edge Computers Dongara & Geraldton	Server upgrade as per quote 3599	1	6,815.00
EFT8923	25/08/2016	Department of Fire and Emergency Services	2016/17 ESL Quarter 1 payment	1	12,646.90
EFT8924	25/08/2016	Everlastings Guest Homes Morawa	Catering for Shire Meeting 14 June 10 people	1	165.00
EFT8925	25/08/2016	IXOM	Chlorine Cylinder - Service fee	1	338.28
EFT8926	25/08/2016	Cook's Tours Pty Ltd	Advertising in the Amazing North 2016	1	880.00
EFT8927	25/08/2016	WA Local Government Association	2016 WA Local Government Convention - Karen Chappel	1	3,459.97
EFT8928	25/08/2016	Courier Australia	Freight – Path west - Morawa	1	10.30
EFT8929	25/08/2016	Geraldton Toyota	Alloy Bull bar and driving lights for new Staff Usage RAV4	1	649.75
EFT8930	25/08/2016	Morawa Hotel Motel	Meals for Murry Chapman and three others - Art Show	1	70.40
EFT8931	25/08/2016	Covs Parts Pty Ltd	Parts	1	399.74
EFT8932	25/08/2016	Emerge Associates	Site visit - Morawa town center	1	3,137.20
EFT8933	25/08/2016	IGA Morawa	June, July and Aug 2016 Purchases	1	1,806.37
EFT8934	25/08/2016	Morawa Rural Enterprises Two	Parts	1	2,679.65
EFT8935	30/08/2016	Australian Services Union	Payroll deductions	1	79.05
EFT8936	30/08/2016	Department of Human Services	Payroll deductions	1	125.00
EFT8937	31/08/2016	Sandra Joy Reardon	Refund Bond for Hall Hire 27/08/2016	1	500.00
11593	08/08/2016	Western Power	Tree Cutting - 23/05/2016	1	419.25
11594	18/08/2016	Synergy	Power Usage Jun - August 2016	1	3,761.80

11595	18/08/2016	Telstra Corporation Limited	Phone Charges - August 2016	1	3,526.88
11596	18/08/2016	Morawa Licensed Post Office Emmlee's	Monthly Postal - July 2016	1	249.90
11597	19/08/2016	Water Corporation	Water usage July to August 2016	1	6,159.97
DD5116.1	10/08/2016	WA Local Government Superannuation Plan	Payroll deductions	1	8,177.59
DD5116.2	10/08/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	744.54
DD5116.3	10/08/2016	BT FINANCIAL GROUP	Superannuation contributions	1	296.76
DD5116.4	10/08/2016	MLC Nominees Pty Ltd	Superannuation contributions	1	219.69
DD5116.5	10/08/2016	HOSTPLUS	Superannuation contributions	1	98.12
DD5116.6	10/08/2016	Concept One	Superannuation contributions	1	207.93
DD5116.7	10/08/2016	Australian Super	Superannuation contributions	1	211.36
DD5116.8	10/08/2016	Mercer Superannuation PTY LTD	Superannuation contributions	1	116.25
DD5138.1	24/08/2016	WA Local Government Superannuation Plan	Payroll deductions	1	8,260.53
DD5138.2	24/08/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	744.54
DD5138.3	24/08/2016	BT FINANCIAL GROUP	Superannuation contributions	1	296.76
DD5138.4	24/08/2016	MLC Nominees Pty Ltd	Superannuation contributions	1	219.69
DD5138.5	24/08/2016	Asteron Client Services	Superannuation contributions	1	70.07
DD5138.6	24/08/2016	HOSTPLUS	Superannuation contributions	1	75.72
DD5138.7	24/08/2016	Concept One	Superannuation contributions	1	207.93
DD5138.8	24/08/2016	Australian Super	Superannuation contributions	1	211.36

DD5138.9	24/08/2016	Mercer Superannuation PTY LTD	Superannuation contributions	1	106.57
DD5169.1	04/08/2016	Samantha May Whittington	August 2016 Rent	1	300.00
DD5171.1	18/08/2016	Samantha May Whittington	August 2016 Rent	1	300.00
DD5173.1	12/08/2016	BOQ Finance	BAFL Copier Lease August 2016	1	301.16
DD5182.1	05/08/2016	BankWest	June CC Paid in August 2016	1	2,440.62

**Business Credit Card - John Roberts Bankwest
MasterCard**

	Description	Accounts	Account Description	Amount	GST
13/07/2016	Parking Fee	B10301	Sewerage Scheme Maintenance	\$10.80	\$0.98
13/07/2016	Coffee for ERA meeting Perth with President/ deputy President	B10301	Sewerage Scheme Maintenance	\$21.40	\$1.95

	Total Purchases for J. Roberts	\$31.70	\$2.90
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**Business Credit Card - Fred Gledhill Bankwest
MasterCard**

	Description	Accounts	Account Description	Amount	GST

	Total Purchases for F. Gledhill		
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Business Credit Card - Sam Appleton

	Description	Accounts	Account Description	Amount	GST
01/07/2016	Alliance Study Order	1146060	Staff Training	\$749.00	\$74.90
04/07/2016	WA Police Clearance	1146210	Misc Office Expenses	\$52.60	\$0.00
15/07/2016	Contract Document – Swimming Pool	B11253	Upgrade Swimming Pool	\$209.00	\$20.90
06/07/2016	Registration	1146040	Personal Professional development	\$110.00	\$10.00
09/07/2016	Keys Cut	1086050	Youth Centre	\$5.40	\$0.49
	Plastic Step	B14615	Office Maint	\$10.98	\$1.00
10/07/2016	Banner in the terrace Banner	1086050	Youth Centre	\$177.15	\$16.10
11/07/2016	AS 2124 General Conditions	B11253	Upgrade Swimming Pool	\$185.00	\$16.82
11/07/2016	Bulider Licence – Transfer Station	I10101	Construction Transfer Station	\$157.65	\$14.33
15/07/2016	Contract Document – Swimming Pool	B11253	Upgrade Swimming Pool	\$359.00	\$32.64
16/07/2016	Exhaust Fan	B13217	Merkanooka Unit	\$39.78	\$3.62
20/07/2016	Training Accommodation	1146060	Staff Training	\$342.02	\$31.09
25/07/2016	Vehicle Log Book	P236	Nissan Patrol	\$4.95	\$0.45
26/07/2016	Shower Caddie	B13203	Caravan Park Ablutions & Surrounds	\$5.90	\$0.54

	Total Purchases for Sam Appleton	\$2408.43	\$222.88
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	Total Fees and Charges	\$2440.62	\$225.78
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REPORT TOTALS

EFT	\$ 427,242.79
Cheque	\$ 14,922.80
Direct Debits	\$ 23,607.19
Payroll	\$ 100,647.95
Credit Card	\$ 2,440.62
TOTAL	\$ 568,861.35

<i>Item No/Subject</i>	7.2.2.2 Reconciliations August, 2016
<i>Date of Meeting:</i>	21 September 2016
<i>Date & Author:</i>	07 September 2016 Candice Smith - Senior Finance Officer
<i>Responsible Officer:</i>	Fred Gledhill
<i>Applicant/Proponent:</i>	Manager Accounting & Finance - Fred Gledhill
<i>File Number:</i>	ADM0189
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

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 31 August 2016

Account	2016
Municipal Account #	\$1,179,886.64
Trust Account	\$10,910.18
Business Telenet Saver (Reserve) Account	\$5,555,854.47
WA Treasury O/night Facility (Super Towns) Account	\$726,482.76

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 31 August, 2016 with a comparison for 31 August 2015 is as follows:

Account	2015	2016
Municipal Account #	\$756,893.11	\$1,178,266.13
Trust Account	\$10,713.65	\$10,910.18
Reserve Account	\$6,849,967.27	\$6,282,337.23

RESERVE ACCOUNT

The Reserve Funds of \$6,282,337.23 as at 31 August 2016 were invested in:-

- Bank of Western Australia \$5,555,854.47 in the Business Telenet Saver Account and
- \$726,482.76 in the WA Treasury O/Night Facility.

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

	2015	2016
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$5,170.04	\$79,218.93
Plant Reserve	\$842,912.68	\$943,410.63
Leave Reserve	\$277,609.56	\$287,281.82
Economic Development Reserve	\$106,484.17	\$108,272.11
Sewerage Reserve	\$122,287.59	\$144,919.36
Unspent Grants & Contributions Reserve	\$986,049.23	\$52,440.84
Community Development Reserve	\$1,376,570.68	\$1,379,615.66
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,162,769.22	\$2,145,299.96
Morawa Community Trust Reserve	\$10,979.01	\$54,825.05
Aged Care Units Reserve	\$8,895.27	\$9,044.61
Transfer Station Reserve	\$196,730.43	\$134,810.36
S/Towns Revitalisation Reserve	\$170,963.43	\$174,229.89
ST Solar Thermal Power Station Reserve	\$541,897.60	\$552,252.87
Business Units Reserve	\$40,648.36	\$61,374.79
Legal Reserve	\$0.00	\$15,032.94
Road Reserve	\$0.00	\$140,307.41
TOTAL	\$6,849,967.27	\$6,282,337.23

TRANSFER OF FUNDS

- *\$27,898.75 from Unspent Grants to Municipal Fund being for Interest earned on MWIP S/Towns up to and including 30/06/2014,30/06/2015. 5 August 2016*
- *\$12,606.63 from Unspent Grants to Municipal Fund being for Interest earned on S/Towns Interest 15/16. 10 August 2016*

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the bank reconciliation report for 31 August 2016.

COUNCIL RESOLUTION

**1609004 Moved: Cr Agar
 Seconded: Cr Stokes**

That Council receive the bank reconciliation report for 31 August 2016.

CARRIED 7/0

<i>Item No/Subject</i>	7.2.2.3 Monthly Financial Statements
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	15 September, 2016 - Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Manager Accounting & Finance
<i>Applicant/Proponent:</i>	Candice Smith - Senior Finance Officer Manager Accounting & Finance - Fred Gledhill
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

NIL

ATTACHMENTS

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

OFFICER'S COMMENT

NIL

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

It is recommended that Council receive the Statement of Financial Activity and the Variance Report for the period ending the 31 August 2016.

COUNCIL RESOLUTION

**1609005 Moved: Cr Collins
 Seconded: Cr Coaker**

It is recommended that Council receive the Statement of Financial Activity and the Variance Report for the period ending the 31 August 2016.

CARRIED 7/0



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

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SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

	NOTE	AUGUST 2016 Actual \$	AUGUST 2016 Y-T-D Budget \$	2016/17 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources	1,2						
Governance		4	0	10	4	0.00%	
General Purpose Funding		357,910	37,654	1,783,153	320,256	850.52%	▲
Law, Order, Public Safety		1,080	4,910	44,720	(3,830)	(78.00%)	
Health		0	0	8,000	0	0.00%	
Education and Welfare		6,318	332	45,500	5,986	1803.01%	
Housing		13,830	9,228	142,711	4,602	49.87%	
Community Amenities		428,424	441,726	611,431	(13,302)	(3.01%)	
Recreation and Culture		21,556	23,528	346,031	(1,972)	(8.38%)	
Transport		1,214,282	22,582	3,591,841	1,191,700	5277.21%	▲
Economic Services		42,496	23,844	192,699	18,652	78.23%	▲
Other Property and Services		7,484	13,198	123,722	(5,714)	(43.29%)	
		2,093,384	577,002	6,889,818	1,516,382	262.80%	
(Expenses)/(Applications)	1,2						
Governance		(79,783)	(74,874)	(485,349)	(79,783)	0.00%	
General Purpose Funding		(31,514)	(30,340)	(198,855)	(1,174)	(3.87%)	
Law, Order, Public Safety		(14,083)	(19,424)	(147,658)	5,341	27.50%	
Health		(19,936)	(21,576)	(154,150)	1,640	7.60%	
Education and Welfare		(36,793)	(44,566)	(299,878)	7,773	17.44%	
Housing		(16,011)	71	(178,753)	(16,082)	22650.70%	▼
Community Amenities		(39,371)	(99,029)	(616,434)	59,658	60.24%	▼
Recreation & Culture		(139,205)	(194,640)	(1,143,712)	55,435	28.48%	▼
Transport		(739,230)	(313,815)	(1,769,563)	(425,415)	(135.56%)	▲
Economic Services		(53,823)	(155,405)	(628,406)	101,582	65.37%	▼
Other Property and Services		40,225	(68,900)	(29,715)	109,125	158.38%	▼
		(1,129,524)	(1,022,498)	(5,652,471)	(181,900)	10.47%	
Net Result Excluding Rates		963,860	(445,496)	1,237,348	1,334,482		
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	4	0	3,022	18,259	(3,022)	100.00%	
Movement in Leave Reserve (Added Back)		629	0	0	629	0.00%	
Movement in Deferred Pensioner Rates/ESL (noi)		2,871	0	0	2,871	0.00%	
Movement in Employee Benefit Provisions (non-c)		0	0	0	0	0.00%	
Rounding Adjustment		0	0	0	0	0.00%	
Depreciation on Assets		1,713,603	280,500	1,683,278	1,433,103	(510.91%)	▲
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	3	0	0	0	0	0.00%	
Purchase Land and Buildings	3	(3,685)	0	(869,434)	(3,685)	0.00%	
Purchase Plant and Equipment	3	0	0	(387,000)	0	0.00%	
Purchase Furniture and Equipment	3	0	0	(2,870)	0	0.00%	
Purchase Infrastructure Assets - Roads	3	(99,219)	(211,576)	(1,877,746)	112,357	53.10%	▼
Purchase Infrastructure Assets - Footpaths	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Drainage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Parks & Ovals	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Airfields	3	0	0	(2,600,000)	0	0.00%	
Purchase Infrastructure Assets - Play Equip	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Sewerage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Other	3	(3,632)	0	(1,114,800)	(3,632)	0.00%	
Proceeds from Disposal of Assets	4	0	0	135,500	0	0.00%	
Repayment of Debentures	5	0	0	(68,175)	0	0.00%	
Proceeds from New Debentures	5	0	0	0	0	0.00%	
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	(14,321)	(135,612)	(519,121)	121,291	89.44%	▼
Transfers from Restricted Asset (Reserves)	6	40,505	79,568	1,472,931	(39,063)	(49.09%)	▼
ADD Net Current Assets July 1 B/Fwd	7	1,081,055	1,088,809	1,088,809	(7,754)	(0.71%)	
LESS Net Current Assets Year to Date	7	3,654,572	2,315,938	0	1,338,634	(57.80%)	
Amount Raised from Rates	8	(1,686,509)	(1,656,723)	(1,803,021)	(29,786)	1.80%	

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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

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 asset

- 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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

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 2016 TO 31 AUGUST 2016

	2016/17 Budget \$	AUGUST 2016 YTD Budget \$	AUGUST 2016 Actual \$
3. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
Upgrade to Old Council Chambers	539,434	0	0.00
General Purpose Funding			
Health			
Ford Sedan (Doctor Vehicle)	0	0	0.00
Education & Welfare			
Skate Park CCTV Cameras	0	0	0.00
Housing			
Staff Housing - Postings to GL	0	0	0.00
Aged Person Units x 4	30,000	0	0.00
Community Amenities			
Cemetery Upgrade	0	0	0.00
Sewerage Upgrade	0	0	0.00
New Tip Site Construction	0	0	779.65
Closure/Rehabilitation Old Tip Site	0	0	0.00
Compactors/Transfer Bins for Transfer Station	0	0	0.00
Refuse Transfer Station - Storage Shed	0	0	0.00
Purchase Land For New Waste Site	300,000	0	0.00
Recreation and Culture			
Morawa Town Hall Kitchen Rendering	0	0	0.00
Upgrade to Pool Pump House	0	0	3,684.54
Pool Swimming Filtration System	950,000	0	0.00
Sports Complex Upgrade	0	0	0.00
Recreation Centre Floor Restoration	0	0	0.00
Bowling Club Lighting	0	0	0.00
Skate Park CCTV Cameras	0	0	0.00
Skate Park	0	0	0.00
Transport			
Road Construction			
- Rural Roads Construction	1,401,788	132,250	98,932.18
- Townsite Roads Construction	327,158	54,526	286.74
Footpath Construction	0	0	0.00
Plant & Equipment - Road Plant Purchases	237,000	0	0.00
Airfield Infrastructure	2,600,000	0	0.00
Economic Services			
Campsite Kitchen	50,000	0	0.00
WIFI System - Caravan Park/Main ST	16,000	0	0.00
Morawa Perenjori Trails Project	0	0	0.00
Phase 1 - Civic Square/Pedestrian Crossing	148,800	0	2,852.00
MWIP-Morawa Town Revitalisation Project	0	0	0.00
Other Property & Services			
Administration Furniture & Equipment	2,870	0	0.00
CEO/DCEO/MAF Vehicles	100,000	0	0.00
	6,851,850	211,576	106,535.11

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

3. ACQUISITION OF ASSETS (Continued)	2016/17 Budget \$	AUGUST 2016 YTD Budget \$	AUGUST 2016 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	869,434	0	3,684.54
Plant and Equipment	387,000	0	0.00
Furniture and Equipment	2,870	0	0.00
Infrastructure Assets - Roads	1,877,746	211,576	99,218.92
Infrastructure Assets - Footpaths	0	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	0	0	0.00
Infrastructure Assets - Airfields	2,600,000	0	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	0	0	0.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	1,114,800	0	3,631.65
	<u>6,851,850</u>	<u>211,576</u>	<u>106,535.11</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

4. DISPOSALS OF ASSETS

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

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2016/17 Budget \$	AUGUST 2016 Actual \$	2016/17 Budget \$	AUGUST 2016 Actual \$	2016/17 Budget \$	AUGUST 2016 Actual \$
Health	0	0.00	0	0.00	0	0.00
						0.00
Transport						
(Asset 45) 1999 Ford Courier Tray Top	0	0.00	1,500	0.00	1,500	0.00
(Asset 272) - Backhoe Case P192	46,300	0.00	35,000	0.00	(11,300)	0.00
(Asset 476) - Ford Ranger - PWS	28,838	0.00	22,000	0.00	(6,838)	0.00
Recreation & Culture	0	0.00	0	0.00	0	0.00
Other Property & Services						
(Asset 600) Kluger AWD V6 Wagon - CEO	44,111	0.00	42,000	0.00	(2,111)	0.00
(Asset 580) 2013 - Nissan Patrol Wagon - EM	34,510	0.00	35,000	0.00	490	0.00
	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
	153,759	0.00	135,500	0.00	(18,259)	0.00

<u>By class of asset</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2016/17 Budget \$	AUGUST 2016 Actual \$	2016/17 Budget \$	AUGUST 2016 Actual \$	2016/17 Budget \$	AUGUST 2016 Actual \$
Land & Buildings	0	0.00	0	0.00	0	0.00
Plant & Equipment						
(Asset 45) 1999 Ford Courier Tray Top	0	0	1,500	0	1,500	0
(Asset 272) - Backhoe Case P192	46,300	0	35,000	0	(11,300)	0
(Asset 476) - Ford Ranger - PWS	28,838	0	22,000	0	(6,838)	0
(Asset 600) Kluger AWD V6 Wagon - CEO	44,111	0	42,000	0	(2,111)	0
(Asset 580) 2013 - Nissan Patrol Wagon - EM	34,510	0	35,000	0	490	0
	153,759	0.00	135,500	0.00	(18,259)	0.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2016/17 Budget \$	AUGUST 2016 Actual \$
1,990	0.00
(20,249)	0.00
(18,259)	0.00

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding	Interest Repayments	
		2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$		2016/17 Budget \$	2016/17 Actual \$
Housing								
Loan 133 - GEHA House	102,614	0	0	31,993	0	70,621	6,206	0
Loan 134 - 2 Broad Street	72,564	0	0	24,158	0	48,406	3,090	0
Loan 135 - Staff Housing	0	0	0	0	0	0	0	0
Loan 136 - 24 Harley Street - Staff Housing	344,161	0	0	12,024	0	332,137	13,408	(517)
Transport								
Loan 138 - Plant Replacement	0	0		0	0	0	0	0
Other Property & Services								
	519,339	0	0	68,175	0	451,164	22,704	(517)

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 2016 TO 31 AUGUST 2016

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2015/16

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges \$	Amount Used		Balance Unspent \$
	Budget \$	Actual \$					Budget \$	Actual \$	
	0	0					0	0	0

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

	2016/17 Budget \$	AUGUST 2016 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	286,652	286,652
Amount Set Aside / Transfer to Reserve	14,088	629
Amount Used / Transfer from Reserve	(39,000)	0
	<u>261,740</u>	<u>287,282</u>
(b) Sports and Recreation Facilities Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
(c) Plant Reserve		
Opening Balance	941,344	941,344
Amount Set Aside / Transfer to Reserve	198,998	2,067
Amount Used / Transfer from Reserve	(201,500)	0
	<u>938,842</u>	<u>943,411</u>
(d) Building Reserve		
Opening Balance	79,045	79,045
Amount Set Aside / Transfer to Reserve	22,506	174
Amount Used / Transfer from Reserve	0	0
	<u>101,551</u>	<u>79,219</u>
(e) Economic Development Reserve		
Opening Balance	108,035	108,035
Amount Set Aside / Transfer to Reserve	3,425	237
Amount Used / Transfer from Reserve	0	0
	<u>111,460</u>	<u>108,272</u>
(f) Community Development Reserve		
Opening Balance	1,376,593	1,376,593
Amount Set Aside / Transfer to Reserve	43,642	3,023
Amount Used / Transfer from Reserve	(400,000)	0
	<u>1,020,235</u>	<u>1,379,616</u>
(g) Sewerage Reserve		
Opening Balance	144,602	144,602
Amount Set Aside / Transfer to Reserve	74,584	318
Amount Used / Transfer from Reserve	0	0
	<u>219,186</u>	<u>144,919</u>
(h) Unspent Grants and Contributions Reserve		
Opening Balance	92,743	92,743
Amount Set Aside / Transfer to Reserve	2,940	204
Amount Used / Transfer from Reserve	(55,505)	(40,505)
	<u>40,178</u>	<u>52,441</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

	2016/17 Budget \$	AUGUST 2016 Actual \$
6. RESERVES (Continued)		
(i) Business Units Reserve		
Opening Balance	61,240	61,240
Amount Set Aside / Transfer to Reserve	21,942	134
Amount Used / Transfer from Reserve	0	0
	<u>83,182</u>	<u>61,375</u>
(j) Morawa Community Trust Reserve		
Opening Balance	54,705	54,705
Amount Set Aside / Transfer to Reserve	31,701	120
Amount Used / Transfer from Reserve	0	0
	<u>86,406</u>	<u>54,825</u>
(k) Morawa Community Future Funds Reserve		
Opening Balance	2,140,600	2,140,600
Amount Set Aside / Transfer to Reserve	67,861	4,700
Amount Used / Transfer from Reserve	(57,682)	0
	<u>2,150,779</u>	<u>2,145,300</u>
(l) Refuse Transfer Station Reserve		
Opening Balance	134,515	134,515
Amount Set Aside / Transfer to Reserve	4,265	295
Amount Used / Transfer from Reserve	-	0
	<u>138,780</u>	<u>134,810</u>
(m) Aged Care Units Reserve		
Opening Balance	9,025	9,025
Amount Set Aside / Transfer to Reserve	286	20
Amount Used / Transfer from Reserve	-	0
	<u>9,311</u>	<u>9,045</u>
(n) ST-N/Midlands Solar Thermal Power		
Opening Balance	550,687	550,687
Amount Set Aside / Transfer to Reserve	17,459	1,566
Amount Used / Transfer from Reserve	(540,000)	0
	<u>28,146</u>	<u>552,253</u>
(o) ST-Morawa Revitalisation Reserve		
Opening Balance	173,736	173,736
Amount Set Aside / Transfer to Reserve	5,508	494
Amount Used / Transfer from Reserve	(179,244)	0
	<u>0</u>	<u>174,230</u>
(p) Legal Fees Reserve		
Opening Balance	15,000	15,000
Amount Set Aside / Transfer to Reserve	5,478	33
Amount Used / Transfer from Reserve	0	0
	<u>20,478</u>	<u>15,033</u>

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

	2016/17 Budget \$	AUGUST 2016 Actual \$
6. RESERVES (Continued)		
(g) Road Reserve		
Opening Balance	140000	140000
Amount Set Aside / Transfer to Reserve	4,438	307
Amount Used / Transfer from Reserve	0	0
	<u>144,438</u>	<u>140,307</u>
 Total Cash Backed Reserves	 5,354,712	 6,282,337
 Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	14,088	629
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	198,998	2,067
Building Reserve	22,506	174
Economic Development Reserve	3,425	237
Community Development Reserve	43,642	3,023
Sewerage Reserve	74,584	318
Unspent Grants and Contributions Reserve	2,940	204
Business Units Reserve	21,942	134
Morawa Community Trust Reserve	31,701	120
Morawa Community Future Fund Reserve	67,861	4,700
Refuse Transfer Station Reserve	4,265	295
Aged Care Units Reserve	286	20
ST-N/Midlands Solar Thermal Power	17,459	1,566
ST-Morawa Revitalisation Reserve	5,508	494
Legal Fees Reserve	5,478	33
Road Reserve	4,438	307
	<u>519,121</u>	<u>14,321</u>
 Transfers from Reserves		
Leave Reserve	(39,000)	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	(201,500)	0
Building Reserve	0	0
Economic Development Reserve	0	0
Community Development Reserve	(400,000)	0
Sewerage Reserve	0	0
Unspent Grants and Contributions Reserve	(55,505)	(40,505)
Business Units Reserve	0	0
Morawa Community Trust Reserve	0	0
Morawa Community Future Fund Reserve	(57,682)	0
Refuse Transfer Station Reserve	0	0
Aged Care Units Reserve	0	0
ST-N/Midlands Solar Thermal Power	(540,000)	0
ST-Morawa Revitalisation Reserve	(179,244)	0
Legal Fees Reserve	0	0
Road Reserve	0	0
	<u>(1,472,931)</u>	<u>(40,505)</u>
 Total Transfer to/(from) Reserves	 <u>(953,810)</u>	 <u>(26,184)</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

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

Morawa Community Future Fund Reserve

To be used to provide an ongoing conduit for benefits to the people and environment of the Morawa Shire through the Sinosteel Midwest Corporation Morawa Future Fund Foundation
Memorandum

Refuse Transfer Station Reserve

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

Aged Persons Units Reserve

To be used for the maintenance of 4 Aged Care Units at the Morawa Perenjori Health

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

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

ST-Morawa Revitalisation Reserve

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

Legal Fees Reserve

to be utilised for unforeseen Legal Fees

Road Reserve

to be utilised for future Road Construction and Maintenance

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 2016 TO 31 AUGUST 2016

	2015/16 B/Fwd Per 2016/17 Budget \$	2015/16 B/Fwd Per Financial Report \$	2016/17 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	(9,447)	(327,049)	1,166,155
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,308,522	6,308,522	6,282,337
Rates - Current	377,248	374,377	2,477,680
Sundry Debtors	998,442	998,442	120,166
GST Receivable	75,083	75,084	37,959
Accrued Income/Prepayments	6,882	6,882	0
Provision for Doubtful Debts	(15,595)	(15,595)	(15,595)
Other Current Debtors	0	0	0
Inventories	1,335	1,335	1,335
	<u>7,742,470</u>	<u>7,739,598</u>	<u>10,070,037</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(136,955)	(136,955)	(769)
Income Received in Advance	0	0	(5,982)
GST Payable	(56,092)	(56,092)	(3,644)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	(6,025)	(6,025)	(34,548)
Withholding Tax Payable	0	0	0
Payg Payable	(48,960)	(48,960)	(29,966)
Accrued Interest on Debentures	0	(4,870)	0
Accrued Salaries and Wages	(38,370)	(38,370)	0
Current Employee Benefits Provision	(345,401)	(345,401)	(345,401)
Current Loan Liability	(60,904)	(66,743)	(60,904)
	<u>(692,707)</u>	<u>(703,416)</u>	<u>(481,214)</u>
NET CURRENT ASSET POSITION	7,049,763	7,036,182	9,588,823
Less: Cash - Reserves - Restricted	(6,308,522)	(6,308,522)	(6,282,337)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	12	0	(100)
Add Back : Component of Leave Liability not Required to be Funded	286,652	286,652	287,282
Add Back : Current Loan Liability	60,904	66,743	60,904
SURPLUS/(DEFICIENCY) C/FWD	<u>1,088,809</u>	<u>1,081,055</u>	<u>3,654,572</u>

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Rate Revenue \$	2016/17 Interim Rates \$	2016/17 Back Rates \$	2016/17 Total Revenue \$	2016/17 Budget \$
General Rate								
GRV Residential/Commercial	0.07415	268	2,912,592	215,960	0	0	215,960	215,960
UV Rural	0.02257	204	57,874,600	1,306,461	0	0	1,306,461	1,306,461
UV Mining	0.28968	16	469,309	135,950	0	0	135,950	135,950
Sub-Totals		488	61,256,501	1,658,371	0	0	1,658,371	1,658,371
Minimum Rates	Minimum \$							
GRV Residential/Commercial	279	48	39,055	13,392		0	13,392	13,392
UV Rural	279	7	55,400	1,953	0	0	1,953	1,953
UV Mining	656	11	10,939	7,216	0	0	7,216	7,216
Sub-Totals		66	105,394	22,561	0	0	22,561	22,561
Specified Area Rates								
							0	0
Ex-Gratia Rates							1,680,932	1,680,932
							5,792	5,792
Discounts							1,686,724	1,686,724
Rates Written Off							(216)	(30,000)
Movement in Excess Rates							0	(2,500)
							0	0
Totals							1,686,508	1,654,224

The general rates detailed above for the 2016/17 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.

Shire of Morawa: Confirmed Minutes of the Ordinary Meeting of Council held 4 October 2016
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SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

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-16 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds	2,000	0	0	2,000
Dreghorn Unit Bonds	498	0	0	498
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	0	0	0	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	0	0	0	0
Local Drug Action Group	660	0	0	660
BCITF/BRB Training Levy	427	210	0	637
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	10,853	210	0	11,063

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

10. OPERATING STATEMENT

	AUGUST 2016 Actual \$	2016/17 Budget \$	2015/16 Actual \$
OPERATING REVENUES			
Governance	4	10	85,353
General Purpose Funding	2,044,418	3,437,377	2,375,239
Law, Order, Public Safety	1,080	44,720	47,691
Health	0	8,000	59,064
Education and Welfare	6,318	45,500	17,905
Housing	13,830	142,711	46,856
Community Amenities	428,424	611,431	538,402
Recreation and Culture	21,556	346,031	260,759
Transport	1,214,282	3,591,841	2,756,444
Economic Services	42,496	192,699	210,929
Other Property and Services	7,484	123,722	93,296
TOTAL OPERATING REVENUE	3,779,892	8,544,042	6,491,937
OPERATING EXPENSES			
Governance	79,783	485,349	453,942
General Purpose Funding	31,514	198,855	193,155
Law, Order, Public Safety	14,083	147,658	147,445
Health	19,936	154,150	274,928
Education and Welfare	36,793	299,878	285,792
Housing	16,011	178,753	121,158
Community Amenities	39,371	616,434	482,500
Recreation & Culture	139,205	1,143,712	1,155,380
Transport	739,230	1,769,563	3,228,997
Economic Services	53,823	628,406	538,733
Other Property and Services	(40,225)	29,715	39,141
TOTAL OPERATING EXPENSE	1,129,524	5,652,471	6,921,171
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>2,650,368</u>	<u>2,891,572</u>	<u>(429,234)</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

11. BALANCE SHEET

	AUGUST 2016 Actual \$	2015/16 Actual \$
CURRENT ASSETS		
Cash Assets	7,448,493	6,299,073
Receivables	2,620,210	1,439,191
Inventories	1,335	1,335
TOTAL CURRENT ASSETS	10,070,038	7,739,599
NON-CURRENT ASSETS		
Receivables	11,064	13,935
Inventories	0	0
Property, Plant and Equipment	26,522,569	26,518,884
Infrastructure	43,200,186	43,097,335
TOTAL NON-CURRENT ASSETS	69,733,819	69,630,154
TOTAL ASSETS	79,803,857	77,369,753
CURRENT LIABILITIES		
Payables	74,908	291,273
Interest-bearing Liabilities	60,904	66,743
Provisions	345,401	345,401
TOTAL CURRENT LIABILITIES	481,213	703,417
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	458,435	452,597
Provisions	37,661	37,661
TOTAL NON-CURRENT LIABILITIES	496,096	490,258
TOTAL LIABILITIES	977,309	1,193,675
NET ASSETS	78,826,548	76,176,078
EQUITY		
Retained Surplus	35,548,839	32,872,289
Reserves - Cash Backed	6,282,337	6,308,522
Reserves - Asset Revaluation	36,995,271	36,995,271
TOTAL EQUITY	78,826,447	76,176,082

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016

12. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	19.530	3.530	7.880	1.870

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 2016 TO 31 AUGUST 2016
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 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

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

General Purpose Funding - Variance above budget expectations

Timing - First round of FAGS money received in August

Transport - Variance above expectations.

Flood damage reimbursements received in August - not in budget

Economic Services - Variance above budget expectations.

Tourism - Caravan Park Challet income very high due to peak tourist season

REPORTABLE OPERATING EXPENSE VARIATIONS

Housing - Variance below budget expectations.

Timing on interest for Harley Street House

Community Amenities - Variance below budget expectations.

Tip Maintenance Costs below budget - Timing

Recreation and Culture - Variance below budget expectations.

Swimming pool costs below budget expectations due to major works

Transport - Variance above budget expectations.

Flood damage costs not budgeted for offset by income

Economic Services - Variance below budget expectations

Caravan Park operations under budget

Other Property & Services - Variance below budget expectations.

Fuel and Oils, Tyres and Tubes underspent - timing

SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016
Report on Significant variances Greater than 10% and \$10,000

REPORTABLE NON-CASH VARIATIONS

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Infrastructure Assets Roads - Variance below budget expectations.
Capital Road Works for roads under budget - timing

REPORTABLE CAPITAL INCOME VARIATIONS

Transfer from Reserves - Variance below budget expectations.
Transfers to Municipal Fund - timing on completion of projects

7.2.3 Community Development Officer

No Items Presented

7.2.4 Executive Manager Development & Administration

<i>Item No/ Subject:</i>	7.2.4.1 Restricted and Prohibited Burning Period
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	8 September 2016 - Samantha Appleton
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Executive Manager Development & Administration
<i>File Number:</i>	ADM 0268
<i>Previous minute/s & Reference:</i>	

SUMMARY

A proposal to change the restricted and prohibited burning seasons was made at a meeting of the Bush Fire Advisory Committee was held on 25 July 2016 at the Morawa Fire Station.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Meeting note prepared by Rick Ryan

BACKGROUND INFORMATION

The Bush Fire Advisory Committee meets to make recommendations to the Local Government based on recommendations received from bush fire brigades. This is done under the functions of the Bush Fire Advisory Committee in accordance with Section 67 of the *Bush Fires Act 1954*.

COMMENT

The Committee has requested that Council adopts a recommendation to change the prohibited and restricted burning seasons as follows:

- Restricted burning season 15 October 2016 to 31 October 2016
- Prohibited burning season 1 November 2016 to 14 February 2017
- Restricted burning season 15 February 2017 to 15 March 2017

The committee have done this as they believe that extending the prohibited and restricted burning seasons assist in reducing the risk of fires getting out of control, where burning off or other activities are occurring.

STATUTORY ENVIRONMENT

BUSH FIRES ACT 1954 - SECT 67

67 . Advisory committees

(1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

(2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

(3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —

- (a) make rules for the guidance of the committee; and
 - (b) accept the resignation in writing of, or remove, any member of the committee; and
 - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
- (a) may from time to time meet and adjourn as the committee thinks fit;
 - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
 - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

[Section 67 inserted by No. 11 of 1963 s. 28; amended by No. 67 of 1970 s. 5; No. 65 of 1977 s. 45; No. 14 of 1996 s. 4.]

POLICY IMPLICATIONS

Shire of Morawa Policy Manual

POLICY 6.1 FIRE BURNING PERIODS

The following fire burning periods are to be observed in the District of the Shire of Morawa. Appending information regarding camping or cooking fires, burning of garden refuse and rubbish to be adhered to and enforced by the appropriate Fire Control Officers.

Restricted & Prohibited Burning Times

1/11----- Prohibited -----31/1

OCT	NOV	DEC	JAN	FEB	MAR
-----	-----	-----	-----	-----	-----

15/10----- Restricted -----15/3

Restricted Burning Period 15 October to 15 March

During this period fires can only be lit when a permit has been obtained from a Bush Fire Control Office, and the conditions of the permit are met.

Prohibited Burning Period 1 November to 31 January

No fires are allowed during this period except for special circumstances (i.e. dwelling house protection, clover burr harvest, crop protection, noxious weeds, etc.). A permit must be obtained from a Fire Control Officer for this purpose and all conditions of that permit met.

Camping or Cooking Fires (excluding gas BBQ's) shall not be lit on any day during prohibited burning period except in an area set aside by Council for that purpose. On occasions an area of 5 metres wide surrounding the fire must be completely free of all bush and inflammable material.

The fire must not be left unattended at any time and must be fully extinguished before the user leaves it.

Bushfire Control Officers positions:

Chief Fire Control Officer
Deputy Chief Fire Control Officer
Morawa Town Fire Control Officer
West Pintharuka Fire Control Officer
Canna/Gutha Fire Control Officer
West Morawa Fire Control Officer
Koolanooka Fire Control Officer
East Pintharuka Fire Control Officer
Community Emergency Service Manager

Adopted Council Meeting 16/3/2000
Amended Council Meeting 20/12/2007
Reviewed Council Meeting 22/07/2015

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan 4.5 - Be compliant with relevant legislation.

RISK MANAGEMENT

Shire of Morawa Risk Management Framework

Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council changes the prohibited and restricted burning seasons as follows:

- Restricted burning season 15 October 2016 to 31 October 2016
- Prohibited burning season 1 November 2016 to 14 February 2017
- Restricted burning season 15 February 2017 to 15 March 2017

COUNCIL RESOLUTION

**1609006 Moved: Cr Agar
 Seconded: Cr Collins**

That Council changes the prohibited and restricted burning seasons as follows:

- **Restricted burning season 15 October 2016 to 31 October 2016**
- **Prohibited burning season 1 November 2016 to 14 February 2017**
- **Restricted burning season 15 February 2017 to 15 March 2017**

CARRIED 7/0

Appointment of extending the Prohibited burning

Date of Report: 18 August 2016

Name of Applicant : N/A

Proponent/s: Bush Fire Advisory Committee

File Reference: ADM 0253

Author: Rick Ryan – Community Emergency Services Manager

Responsible Officer: John Roberts – Chief Executive Officer

Previously Before Council: Not applicable

Author's Disclosure of Interest: Nil.

Nature of Council's Role in the matter: Legislative

Voting Requirements: Simple Majority

PURPOSE OF THE REPORT

The purpose of this report is for the Bush Fire Advisory Committee to make recommendations to Council for endorsement by Council

BACKGROUND

MINUTES OF BUSH FIRE ADVISORY COMMITTEE MEETING HELD IN MORAWA FIRE STATION 25th July 2016 AT THE MORAWA FIRE STATION

CONSULTATION IMPLICATIONS

There was no consultation in relation to this matter.

STRATEGIC IMPLICATIONS

There are no strategic implications in relation to this matter.

POLICY IMPLICATIONS

The Functions of the Bush Fire Advisory Committee are in accordance with Section 67 of the *Bush Fires Act 1954*.

Bush Fire Advisory Committee

67. Advisory committees

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
 - (a) make rules for the guidance of the committee; and

- (b) accept the resignation in writing of, or remove, any member of the committee; and
 - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
- (a) may from time to time meet and adjourn as the committee thinks fit;
 - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
 - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

[Section 67 inserted by No. 11 of 1963 s. 28; amended by No. 67 of 1970 s. 5; No. 65 of 1977 s. 45; No. 14 of 1996 s. 4.)

Bush Fire Advisory Committee to consider bush fire brigade recommendations

The Bush Fire Advisory Committee is to make recommendations to the Local government on recommendations received by the Bush Fire Advisory Committee from bush fire brigades.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this matter.

LEGAL AND STATUTORY IMPLICATIONS

Nil

RISK IMPLICATIONS (including DAIP)

This proposal does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER COMMENT / DETAILS

Under the Bush Fires Act 1954 the Bushfire Advisory Committee makes recommendations to the council for endorsement.

With the season being hotter for longer and to extend the prohibited burning season this will assist in reducing the risk.

OFFICER'S RECOMMENDATION

That Council adopts the Bushfire Advisory Committee recommendation to extend the prohibited burn season by 14 days

The Bush Fire Advisory Committee recommends to Council the following:

That:

The Council endorse changing the prohibited burning season from the 1st of November to 31st of January to the 1st of November to 14th of February with the Restricted being 15th of October to the 15th of March.

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<i>Item No/Subject</i>	7.2.4.2 Bureau of Meteorology Lease
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	8 September 2016 - Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Executive Manager Development & Administration
<i>File Number:</i>	ADM 0602
<i>Previous minute/s & Reference:</i>	

SUMMARY

Council to support the renewal of a lease of a portion of land at the Morawa Aerodrome to the Bureau of Meteorology.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Letter from Jones Lange LaSalle

Aerial view of site

Current lease document

BACKGROUND INFORMATION

The lease is for the site of the automatic weather station located at the airport. This has been on the site since 1996 with the lease renewed in 2006 and again falling due in October of this year.

The request is to extend the existing lease for a period of ten years with a further ten year option under the terms of the current lease agreement.

OFFICER'S COMMENT

The weather station provides live weather information to the Bureau of Meteorology. The lease provides the Shire with an option to charge rent on the site. \$427.09 was raised from the charge in 2015/16. Renewing the lease

will allow the station to continue to operate as it has done in the previous twenty years.

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT ACT 1995 - SECT 3.58

3.58 . Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

- (a) the highest bidder at public auction; or
- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

- (a) it gives local public notice of the proposed disposition —
 - i. describing the property concerned; and
 - ii. giving details of the proposed disposition; and
 - iii. inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

- (a) the names of all other parties concerned; and
- (b) the consideration to be received by the local government for the disposition; and
- (c) the market value of the disposition —
 - i. as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - ii. as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

(5) This section does not apply to —

- (a) a disposition of an interest in land under the [Land Administration Act 1997](#) section 189 or 190; or

(b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or

(c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or

(d) any other disposition that is excluded by regulations from the application of this section.

[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Minor – continuation of small

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan4.4 - Improved regional partnerships with government and industry.

RISK MANAGEMENT

Shire of Morawa Risk Management Plan

Provide transparent and formal oversight of the risk and control environment to enable effective decision making.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That:

1. Council approve the renewal of the lease of the land for the Morawa Part Aerodrome Automatic Weather Station to the Bureau of Meteorology for the period 15 October 2016 to 14 October 2026 under the same terms and conditions as previously agreed to by the Shire of Morawa;
2. That an option to continue the lease for a further ten years from 15 October 2026 be offered to the Bureau of Meteorology.

COUNCIL RESOLUTION

**1609007 Moved: Cr Stokes
 Seconded: Cr Thornton**

That:

- 1. Council approve the renewal of the lease of the land for the Morawa Part Aerodrome Automatic Weather Station to the Bureau of Meteorology for the period 15 October 2016 to 14 October 2026 under the same terms and conditions as previously agreed to by the Shire of Morawa;**
- 2. That an option to continue the lease for a further ten years from 15 October 2026 be offered to the Bureau of Meteorology.**

CARRIED BY ABSOLUTE MAJORITY 7/0

SHORT FORM AWS LEASE

LANDLORD: Morawa Shire Council of Prater Street, Morawa,
Western Australia (PO Box 14, Morawa, Western
Australia, 6623)

(such address being the address for service of notices
under this Lease)

TENANT: Commonwealth of Australia through the Bureau of
Meteorology of 1100 Hay Street, Western Australia,
6872 (PO Box 1370, West Perth, Western Australia)
Attention: Regional Administrative Officer

(such address being the address for service of notices
under this Lease)

PREMISES: The Automatic Weather Station ("the AWS") which in
general comprises electronic equipment and other
facilities contained within an area of 16 metres by 16
metres.

TERM: 10 years certain (terminable by the Tenant on 12 months
notice) from the date of signing this lease.

RENT PER ANNUM: \$300.00 if demanded for each year with rental reviews
annually at 4%.

PERMITTED USE: Installation, maintenance and usage of the AWS in order
to obtain data necessary for the Tenant's functions under
the Meteorology Act (Commonwealth) 1955.

LAND : The land occupied by the Landlord on which the AWS is
situated.

SPECIAL PROVISIONS:

The Tenant must:

- a) pay the Rent and any Goods and Services Tax payable on this Lease to the Landlord;
- b) pay any rates separately assessed to the Premises;
- c) pay for any services metered to the Premises;

- d) keep the Premises in good repair, clean and free of hazards and noxious weeds subject to fair wear and tear;
- e) be liable to the Landlord for any loss or damage due to the Tenant's negligence;
- f) only use the Premises for the Permitted Use and comply to the extent it is bound with the requirements of authorities relating to the Permitted Use;
- g) yield up the Premises at the end of the Term in a tidy condition;
- h) pay any stamp duty and registration fees on this Lease;
- i) give the Landowner notice of its entry onto the Land; and

The Landlord must:

- a) pay the rates and taxes on the Land except for those payable by the Tenant under clause 1 and provide the Tenant with a tax invoice in compliance with the Goods and Services Tax legislation for taxable supplies under this lease;
- b) permit the Tenant and its contractors unrestricted access to the AWS to construct facilities, do regular maintenance work and make improvements consistent with the Permitted Use when required;
- c) permit the Tenant exclusive possession, and quiet and peaceful enjoyment of the Premises and not interfere with its Permitted Use;
- d) permit the Tenant and its contractors to use and access cables, conduits, services and ducts located on the Land;
- e) ensure that no item, structure, tree or other obstruction is within ten times the height or within 100 metres radius of the AWS or any

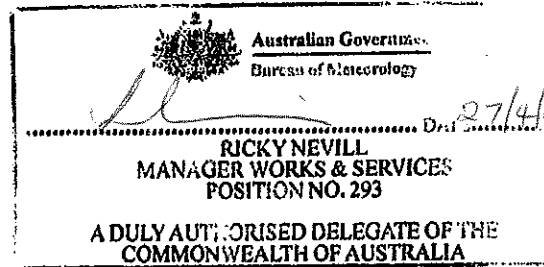
anemometer on the Premises without the written consent of the Tenant ;

- f) be liable to the Tenant for any loss or damage due to the Landlord's negligence;
- g) provide an unqualified consent to this Lease by each mortgagee of the Land; and
- h) recognise that all equipment and facilities installed on the Land will remain at all times the property of the Tenant.

DATED:

SIGNED for and on behalf of the

COMMONWEALTH OF AUSTRALIA



.....
(sign here)

.....
RICKY NEVILL
(print name)

In the presence of :
(sign here)

.....
Sandra Mifsud
(print name)

SIGNED for and on behalf of

THE LANDLORD

.....
(sign here)

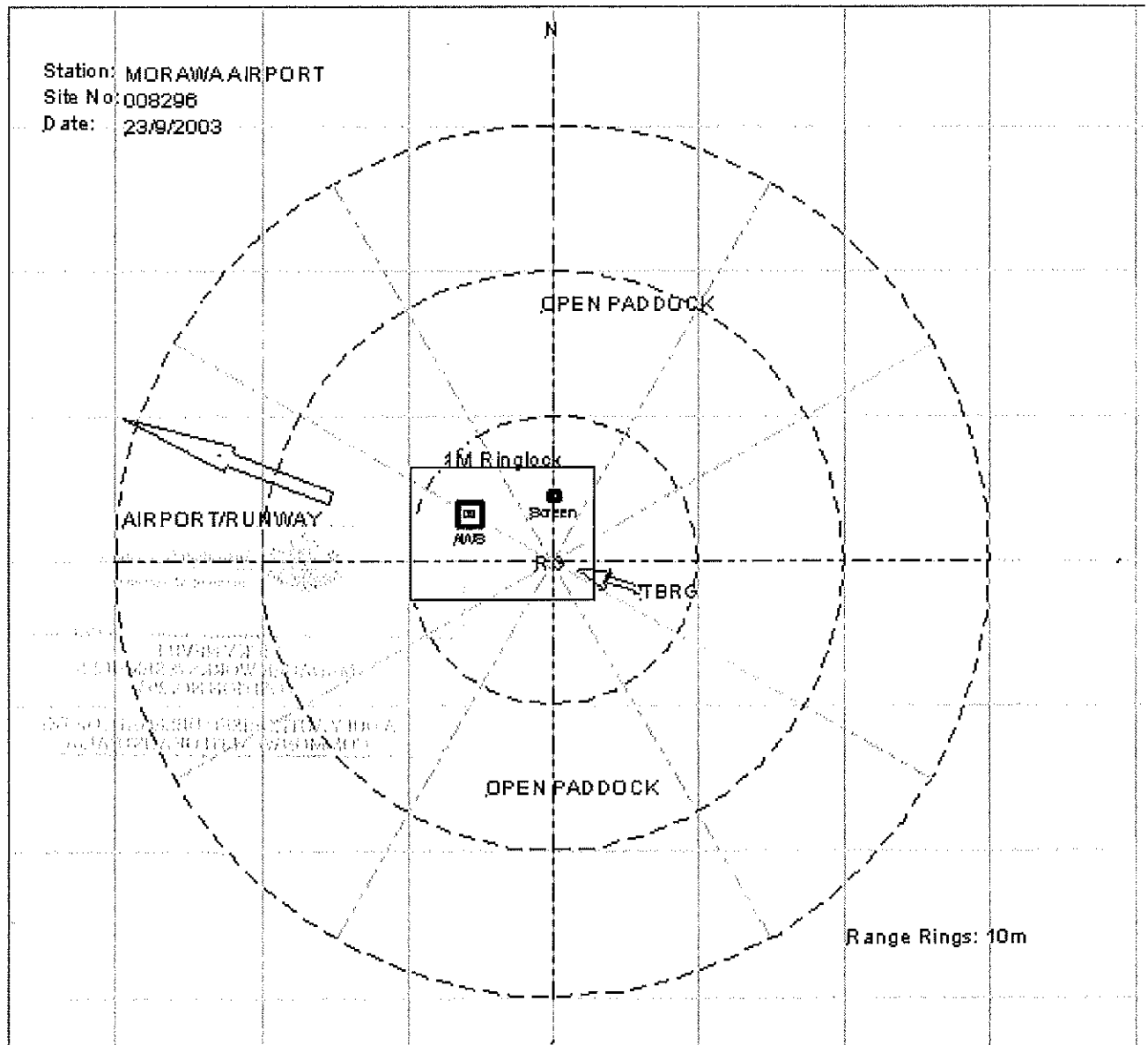
.....
Gavin R. Ruwoldt
(print name)

In the presence of :
(sign here)

.....
KRISTAL RUWOLDT
(print name)

27 April, 2007

Station: MORAWA AIRPORT
 Site No: 008296
 Date: 23/9/2003





Location of
weather station

<i>Item No/Subject</i>	7.2.4.4 Transfer of Lot 9000
<i>Date of Meeting:</i>	21 April 2016
<i>Date & Author:</i>	4 April 2016 - Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Sarah Russell, Landcorp
<i>File Number:</i>	ADM 0543
<i>Previous minute/s & Reference:</i>	

SUMMARY

Landcorp has written to the Shire of Morawa requesting that they transfer Lot 9000 White Avenue to the ownership of Shire of Morawa.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Plan showing location of Lot 9000 in relation to adjoining land

Letter and Agreement from Landcorp

BACKGROUND INFORMATION

Lot 9000 was previously Lot 501 and a portion of Lot 513 and is adjacent to Lot 504 on which Morawa Caravan Park and the Ausco Camp are located. The lot has a 26 metre frontage on White Street, with the remainder of the land fronting Skipworth Road, a formed road running from White Street opposite the intersection of White and Croot Streets. Lot 9000 was created as a result of the development of 8 residential lots by Landcorp in White Street.

OFFICER'S COMMENT

The proposal is to transfer the land from Landcorp to the Shire of Morawa for the sum of \$1.00 plus GST. All costs associated with the transfer will be paid by Landcorp. The agreement and the transfer of land will require signing by both the Shire President and the Chief Executive Officer and the common seal will need to be applied to the transfer document.

The current local planning scheme shows this land to be zoned residential and may be able to be used for future townsite expansion with the addition of

sufficient infrastructure. Proposed local planning 3 shows this area as being future residential.

STATUTORY ENVIRONMENT

Transfer of Land Act 1893 - Sect 82

82 . Transfers

(1) The proprietor of land or of a lease mortgage or charge or of any estate [right](#) or interest therein respectively may transfer the same by a transfer in an approved form.

(1A) Upon the registration of the transfer the estate and interest of the proprietor as set forth in such instrument or which he shall be entitled or able to transfer or dispose of under any power with all [rights](#) powers and privileges thereto belonging or appertaining shall pass to the transferee; and such transferee shall thereupon become the proprietor thereof and whilst continuing such shall be subject to and liable for all and every the same requirements and liabilities to which he would have been subject and liable if he had been the former proprietor or the original lessee mortgagee or annuitant.

(2) Where the consideration for a transfer is not a sum of money, the true consideration shall be concisely stated.

[Section 82 amended by No. 17 of 1950 s. 20; No. 81 of 1996 s. 56; No. 6 of 2003 s. 30; No. 19 of 2010 s. 51.]

Local Government Act 1995

Division 3 — Documents

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.

- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

[Section 9.49A inserted by No. 17 of 2009 s. 43.]

9.49B. Contract formalities

- (1) Insofar as the formalities of making, varying or discharging a contract are concerned, a person acting under the authority of a local government may make, vary or discharge a contract in the name of or on behalf of the local government in the same manner as if that contract was made, varied or discharged by a natural person.
- (2) The making, variation or discharge of a contract in accordance with subsection (1) is effectual in law and binds the local government concerned and other parties to the contract.
- (3) Subsection (1) does not prevent a local government from making, varying or discharging a contract under its common seal.

[Section 9.49B inserted by No. 17 of 2009 s. 43.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Minor – Cost of transfer is \$1.00 plus GST

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan 1.9 - Affordable, diverse and quality accommodation options for both residential and business.

RISK MANAGEMENT

Shire of Morawa Risk Management Policy - Optimise the achievement of our vision, mission, strategies, goals and objectives.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That:

1. Council support the transfer of Lot 9,000 to the Shire of Morawa;
2. That the sum of \$1.00 plus GST be paid for Lot 9000;
3. The agreement and transfer document be signed by the Shire President and the Chief Executive Officer;
4. That the Common Seal be applied to the transfer document.

COUNCIL RESOLUTION

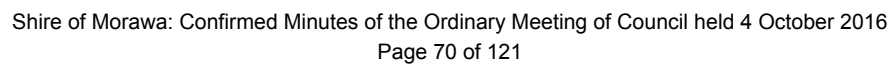
1609009

**Moved: Cr Stokes
Seconded: Cr Carslake**

That:

- 1. Council support the transfer of Lot 9,000 to the Shire of Morawa;**
- 2. That the sum of \$1.00 plus GST be paid for Lot 9,000;**
- 3. The agreement and transfer document be signed by the Shire President and the Chief Executive Officer;**
- 4. That the Common Seal be applied to the transfer document.**

CARRIED 7/0





LANDCORP

Our Ref: 1403682
Enquiries: 9482 7569
Date: 5 September 2016

EMDA
Report for
Sept meeting
please

Chief Executive Officer
Shire of Morawa
PO Box 14
Morawa WA 6623



Dear Sir

TRANSFER OF LOT 9000 WHITE AVENUE, MORAWA FROM LANDCORP TO THE SHIRE OF MORAWA

I note that in 2014, LandCorp acquired Lots 501 on Deposited Plan 56068 and Lot 513 on Deposited Plan 65452 from the Shire and developed 8 residential lots. It was agreed that following the construction of the lots LandCorp would transfer the balance of land (Lot 9000) to the Shire of Morawa.

It appears that some correspondence was sent to the Shire in 2014 regarding this matter however it seems that this has not been followed up and has subsequently been overlooked.

LandCorp proposes to progress the transfer of the land back to the Shire of Morawa for the nominal sum of \$1.00 plus GST. The land must be transferred with a Fully Taxable GST status as the parent land was purchased Fully Taxable. A tax invoice and settlement statement will be provided to the Shire by LandCorp in due course. If you agree to the terms of the abovementioned transfer of Lot 9000 please sign a copy of this letter and return to us.

LandCorp has also prepared the Transfer of Land to be duly executed by the Shire under its delegation. It is confirmed that LandCorp will pay all costs associated with the transfer.

Once the Transfer of Land and a copy of this letter have been signed by the Shire, please return direct to our Conveyancing Department. LandCorp will attend to the lodgement of the Transfer and will return the Duplicate Certificate of Title to your office once issued.

If you require any further information in relation to this matter, please contact myself direct.

Yours sincerely

Sarah Russell
CONVEYANCING MANAGER



LANDCORP

The Shire of Morawa agrees to the terms contained in this letter and that the purchase price of \$1.00 plus GST will apply for the sale of Lot 9000 White Avenue, Morawa.

Chief Executive Officer

President

Dated: ____/____/____

Dated: ____/____/____

HELD BY LANDGATE
IN DIGITAL FORM ONLY.

HELD BY LANDGATE
IN DIGITAL FORM ONLY.

FOR SURVEY INFORMATION ONLY
SURVEY INFORMATION COMPRISES
SURVEY SHEET A

VER	AMENDMENT	AUTHORISED BY	DATE

FB 114239_03
Spiked corner

▲17517
510
DP 65452

FB 114239_02
Spiked corner

SURVEY SHEET AUDITED
DATE: 27/02/2015 RJH

SURVEY CARRIED OUT UNDER REG. 26A
SPECIAL SURVEY AREA GUIDELINES

ALL BEARINGS AND DISTANCES ON THIS SHEET
ARE THE RESULTANT LEAST SQUARES ADJUSTMENTS
CARRIED OUT ON RAW FIELD OBSERVATIONS

BEARINGS DATUM IS PINDAR 94

Reg. 55E: (d) The marks shown on these plans
of survey were in place on 10/12/2013.

▲33537
511
DP 65452

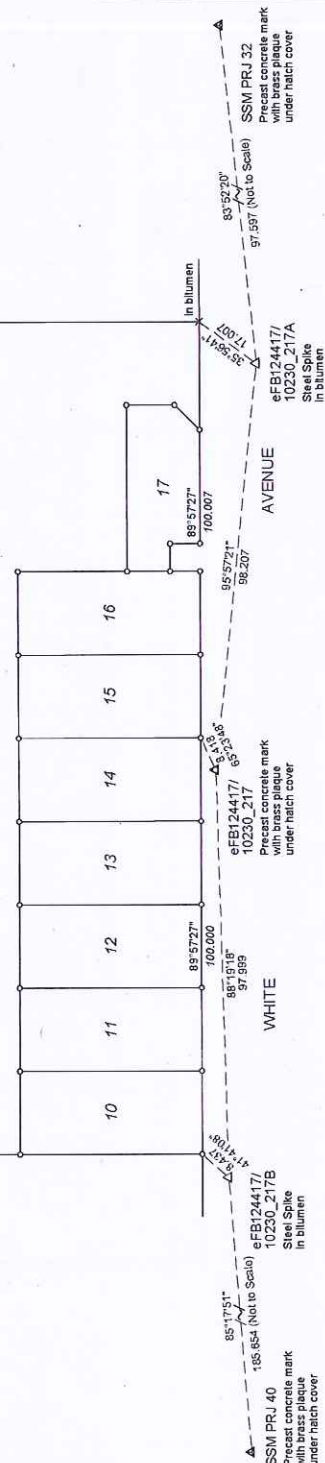
9000

LEGEND

- Denote Peg unless stated otherwise
- Denote Nail/Rivet
- Denote Nail/Screw/Rivet and Plate
- ✕ Denote Spike
- ⊗ Denote Drill Hole
- ▲ Denote Standard Survey Mark (SSM)
- △ Denote Permanent Survey Mark (PSM)
- △ Denote Permanent Control Mark (PCM)
- ⊗ Denote Temporary Control Mark (TCM)



SCALE: 1:300 @ A2 ALL DISTANCES ARE IN METRES		8 0 8 16 24 32 40
Landgate Western Australian Land Information Authority		
DEPOSITED PLAN 77367	SURVEY SHEET A VERSION 1	
APPROVED BY [Signature] LICENSED SURVEYOR DATE: 10/12/2013		
FILE DEPOSITED UNDER S.W.P.A. ACT 2005 DATE:		



WESTERN



AUSTRALIA

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

REGISTER NUMBER	
9000/DP77367	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
1	1/9/2014

VOLUME
2848FOLIO
100

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 9000 ON DEPOSITED PLAN 77367

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

WA LAND AUTHORITY OF LEVEL 6, 40 THE ESPLANADE, PERTH
(AF M745969) REGISTERED 22 AUGUST 2014

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. EASEMENT BURDEN CREATED UNDER SECTION 167 P. & D. ACT FOR SEWERAGE PURPOSES TO SHIRE OF MORAWA - SEE DEPOSITED PLAN 77367

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP77367.
PREVIOUS TITLE: 2746-541, 2684-245.
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AREA: SHIRE OF MORAWA.
RESPONSIBLE AGENCY: WESTERN AUSTRALIAN LAND AUTHORITY.

DESCRIPTION OF LAND (Note 1)	EXTENT	VOLUME	FOLIO
LOT 9000 ON DEPOSITED PLAN 77367	WHOLE	2848	100

[illegible]

WA LAND AUTHORITY

\$1.10 inclusive of GST

SHIRE OF MORAWA OF POST OFFICE BOX 14 MORAWA WA 6623

THE TRANSFEROR for the consideration herein expressed transfers to the TRANSFEREE the estate and interest herein specified in the land herein described, subject to the Limitations, Interests, Encumbrances and Notifications as shown on the Certificate of Title and/or otherwise affect the land under the *Transfer of Land Act 1893*. (Instruction 1 & 2)

LICENSED SETTLEMENT AGENT/ LAWYER SIGN AND COMPLETE THIS STATEMENT (Note 6)

**Western Australian Registrar and Commissioner of Titles Joint Practice: Verification of Identity
Transferor's Statement**

I _____ act for the Transferor /s named in this Transfer.
(Insert full name of Settlement Agent/Lawyer)

I have taken all reasonable steps to verify the identity of the natural person/s being the Transferor/s, or the natural person/s who sign/s on behalf of the Transferor/s.

I reasonably believe that those natural person/s have been identified.

I reasonably believe that those natural person/s have the authority to deal with the interest in land the subject of this Transfer.

Signed: _____

_____ Print Full Name of Settlement Agent/ Lawyer who signs the Statement

_____ Position held

_____ Business/ Company name of Settlement Agent/ Lawyer who signs the Statement

_____ Contact email address

ATTESTATION SHEET

Dated this _____	day of _____	Year _____
------------------	--------------	------------

TRANSFEROR/S SIGN HERE (Note 7)

Signed on behalf of the WESTERN AUSTRALIAN LAND
AUTHORITY by persons authorised by its Board in
accordance with Section 45(2)(b) of the Western
Australian Land Authority Act 1992.

Authorised Officer

Authorised Officer

REQUEST FOR ISSUE / NON-ISSUE (Instruction 4)

BY SIGNING THIS PANEL, I / WE THE TRANSFEREE REQUEST THE **ISSUE / NON - ISSUE (DELETE AS REQUIRED)** OF A
DUPLICATE CERTIFICATE(S) OF TITLE FOR THE LAND ABOVE DESCRIBED.

Signed _____

Signed _____

TRANSFEREE/S SIGN HERE (Note 7)

THE LODGING PARTY OF THIS DOCUMENT IS AUTHORISED BY THE ABOVE NAMED TRANSFEREE TO INSTRUCT ISSUING
DETAILS FOR THE DUPLICATE CERTIFICATE(S) OF TITLE.

The Common Seal of THE SHIRE OF MORAWA was
hereto affixed by Authority of a resolution of the
Council in the presence of:

X

Shire President

X

Chief Executive Officer

Seal

INSTRUCTIONS

- 1.1 Page 2 of this document may be used:
 - 1.1 If insufficient space in any section hereon; Appropriate headings should be shown. The boxed sections should only contain the words "see page...."
 - 1.2 To set forth Easements created as appurtenant to the land and (commencing with the words "together with"). Reservations created encumbering the land (commencing with the words "reserving to") or any Restrictive Covenant hereby created. Any Sketch contained thereon must be initialled by all parties.
2. If further space is required Additional Sheet form B1 should be used with appropriate headings. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.
4. Duplicate Crown Lease or where issued, the Duplicate Certificate of Title is required to be produced or if held by another party then arrangements must be made for its production. **If a Duplicate Certificate of Title is not required to be re-issued, or if a Duplicate Certificate of Title has not been issued previously but is required to issue subsequent to this document, the written request of the Transferee is required by signing this panel.** Written consent of the First Mortgagee is also required if applicable

NOTES

1. **DESCRIPTION OF LAND**
Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated.
Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated.
The Volume and Folio or Crown Lease number to be stated.
2. **ESTATE AND INTEREST**
State whether Fee Simple, Leasehold or as the case may be in the land being transferred. If share only, specify.
3. **LIMITATIONS, INTERESTS, ENCUMBRANCES and NOTIFICATIONS**
In this panel show (subject to the next paragraph) those limitations, interests, encumbrances and notifications affecting the land being transferred that are recorded on the certificate(s) of title:
 - a) In the Second Schedule;
 - b) If no Second Schedule, that are encumbrances.
 (Unless to be removed by action or document before registration hereof)
Do not show any:
 - (a) Easement Benefits or Restrictive/Covenant Benefits; or
 - (b) Subsidiary interests or changes affecting a limitation, etc, that is to be entered in the panel (eg, if a lease is shown, do not show any sub-lease or any document affecting either).
 The documents shown are to be identified by nature and number. The plan/diagram encumbrances shown are to be identified by nature and relevant plan/diagram. Strata/survey-strata plan encumbrances are to be described as "Interests on strata/survey-strata plan".
If none show "nil".
4. **TRANSFEROR**
State full name of the Transferor/Transferors (Registered Proprietor) as shown on the Certificate of Title or Crown Lease.
5. **CONSIDERATION**
If a sum of money only, to be expressed in figures and in every other case to be concisely stated in words.
6. **TRANSFeree**
State full name of the Transferee/Transferees (Purchaser) and the address/addresses to which future notices can be sent. If a minor, state date of birth.
If two or more state tenancy eg;
 - Joint Tenants, (on the death of a joint tenant, the survivor(s) become(s) the registered proprietor(s) of the deceased's interest by applying to the Registrar of Titles).
 - Tenants in Common, (on the death of a tenant in common, their share is dealt with according to their will).
 If Tenants in Common specify shares.
7. **TRANSFeree'S TRANSFEROR'S EXECUTION**
Transferees and Transferors must sign their appropriate panel.
A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an adult person. The full name, address and occupation of the witness must be stated.

OFFICE USE ONLY

TRANSFER

LODGED BY LandCorp

ADDRESS Level 6, 40 The Esplanade
Perth WA 6000

PHONE No. 9482 7569

FAX No. 9482 7401

REFERENCE No. 1403682

ISSUING BOX No. 172s

PREPARED BY LandCorp

ADDRESS Level 6, 40 The Esplanade
Perth WA 6000

PHONE No. 9482 7499 FAX No. 9482 7401

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY.

TITLES, LEASES, DECLARATIONS ETC. LODGED HERewith

1.	_____	Received Items
2.	_____	
3.	_____	Nos.
4.	_____	
5.	_____	Receiving Clerk
6.	_____	

Registered pursuant to the provisions of the **TRANSFER OF LAND ACT 1893** as amended on the day and time shown above and particulars entered in the Register.

EXAMINED



<i>Item No/Subject</i>	7.2.4.5 Non Asset Based Aged Units Rental
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	13 September 2016 - Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Executive Manager Development & Administration
<i>File Number:</i>	ADM 0608
<i>Previous minute/s & Reference:</i>	

SUMMARY

Council to support a change to rent charged on the non-asset based aged units completed in 2015.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Handout prepared 2015 detailing information related to non-asset based aged units.

BACKGROUND INFORMATION

Four single bedroom units were completed in 2015, using funding from the Shire of Morawa and Royalties to Regions. Since the date of completion there have been no occupants of the units.

OFFICER'S COMMENT

Fees and charges for the units have been set. The fees currently are as follows:

Premium or entry fee of

- Lump sum \$30,000; or
- \$6,000 on application and \$4,800 per year thereafter until balance is paid;

Plus

- Recurrent charge up to \$250 per week
-

It is felt the weekly recurrent charge may be a deterrent to potential tenants given the soft rental market locally and the fact that the “entry fee” to the units is set at \$30,000. From a recent briefing session the consensus was that a recurrent charge of \$185 per week may be more appropriate and likely to be more attractive the suitably qualified persons seeking this type of accommodation.

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT ACT 1995 - SECT 6.16

6.16 . Imposition of fees and charges

(1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

(2) A fee or charge may be imposed for the following —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to [section 5.94](#), providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;
- (f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

- (a) imposed* during a financial year; and
- (b) amended* from time to time during a financial year.

** Absolute majority required.*

6.19 . Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Minor

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan 1.9 - Affordable, diverse and quality accommodation options for both residential and business.

RISK MANAGEMENT

Shire of Morawa Risk Management Policy - Optimise the achievement of our vision, mission, strategies, goals and objectives.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That:

1. The recurrent charge for Morawa Aged Units 6 to 9 be amended to \$185 per week from 1 October 2016;
2. That notice be given of the amended charge as required under Section 6.19 of the Local Government Act 1995.

COUNCIL RESOLUTION

**1609010 Moved: Cr Agar
 Seconded: Cr Coaker**

That:

- 1. The recurrent charge for Morawa Aged Units 6 to 9 be amended to \$185 per week from 1 October 2016;**
- 2. That notice be given of the amended charge as required under Section 6.19 of the Local Government Act 1995.**

CARRIED 6/1

7.2.6 Chief Executive Officer - Other

<i>Item No/Subject:</i>	7.2.5.1 Strategic Plan Update and Progress Report
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	12 September 2016 - John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	18 August 2016 (Last update to Council)

SUMMARY

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

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

Other updates are also provided regarding the informing strategies including:

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

Please note:

The Shire of Morawa Integrated Plans are all currently under review. As a consequence of this, reporting is shown against the existing actions. This will occur until the new plans have been endorsed by Council after which new reporting matrix will be prepared.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

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

BACKGROUND INFORMATION

The Strategic Plan Update and Progress Report is provided to Council each month for information. The Strategic Community Plan was adopted 21 June 2012. A desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014. The four year review of the Strategic Community Plan has commenced with an Elected Member workshop held on the 10 March 2016. Council undertook a review of the current Corporate Business Plan (CBP). Council decided to seek suggestions from the community of items they wished to be considered for inclusion in the new CBP.

Currently, the Strategic Community Plan has 106 actions listed:

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

friendly, healthy and inclusive				covering 17 of the 26 actions are due for completion for 2014/15
4. A connected community with strong leadership	23	3	1	3 key projects and one program area covering 18 actions are due for completion for 2014/15

Table One: Summary of Strategic Actions

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

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

Informing Strategies

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

Long Term Financial Plan

The long term financial plan is currently being reviewed. A budget allocation has been included in the 2015/16 budget.

Status

Moore Stephens have been engaged to update the LTFP. Discussions between Moore Stephens and the Executive Management Team took place on 18 July 2016 to review the initial draft prior to being presented to Council for further input. Moore Stephens gave a presentation to Council on 9 August

2016. The LTFP will be updated further in conjunction with the development of the CBP.

Asset Management Plan

All of the Asset Management Plan (AMP) have now been reviewed.

Status

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

Roman II has been updated with local road data.

A consultant, Ben Symmonds, has been engaged to update the Shire's Asset Management Plans. A meeting took place on 3 August 2016 to clarify issues raised by Ben Symmonds and Moore Stephens. Attendees were Michael Keane (Greenfields), Ben Symmonds, CEO, MAF and PWS.

The meeting was very productive and clarified a number of topics.

Workforce Plan

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

Status

A final review is now required.

Information Communication and Technology (ICT) Plan

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

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

Status

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

Other Key Informing Strategies

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

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

Risk Management Framework and Compliance Plan

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

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

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

OFFICER'S COMMENT

Strategic Community Plan

Further to the above, the success of the Strategic Community Plan (SCP) is based on the outcomes of the Corporate Business Plan and the key performance measures (KPIs) that have formed part of the SCP since March 2014. The key performance measures show the desired trend to be achieved for each objective (Economic, Environment, Social and Governance). The key performance measures were inserted into the SCP at the Council meeting on 20 March 2014. The four year review of the Strategic Community Plan has commenced with an Elected Member workshop held on the 10 March 2016. A draft of the updated strategic directions has been compiled and distributed to Elected Members for comment. A community survey will be circulated in the near future followed by a community consultation presentation.

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 July 2016 is attached.

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

Projects

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

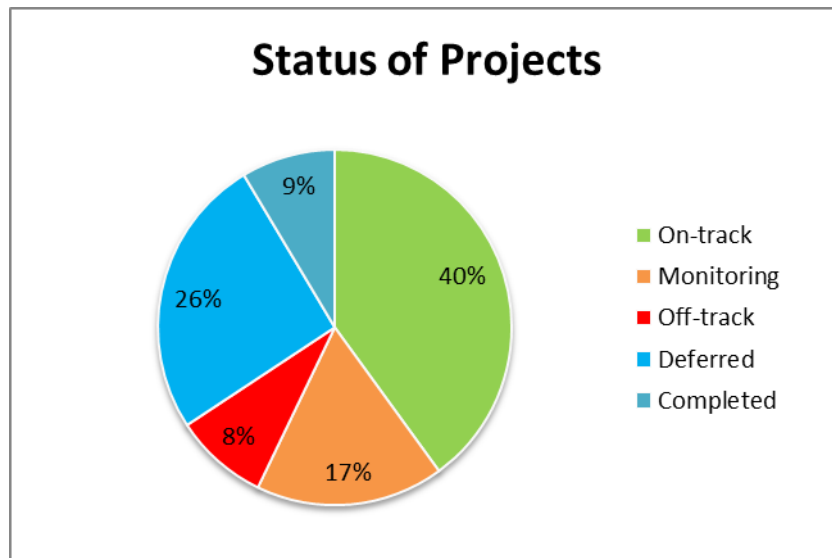


Chart 1: Breakdown on Status of Projects for 2015/16

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

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 56.81%.	
On-track	There are 14 (40%) projects on track (3, 5, 7, 8, 12, 13, 14, 21, 29, 31, 32, 33, 34, & 35).	
Monitoring	6 (17%) projects are at the monitoring level (4, 10, 18, 19, 20 and 27)	
Off-track	In total there are 3 (8%) projects off track (9, 15 and 30).	The impacts on these projects include: <ul style="list-style-type: none">•Staff resourcing in terms of key roles has been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is

		<p>subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014.</p> <ul style="list-style-type: none"> •The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> -Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. - MWDC requirement to continually review business cases (Project 15) ; •Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.
Completed	3 (9%) projects have been completed. (1, 2, and 26)	
Deferred	There are nine projects (26%) deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 & 28);	There is no change to the status of these projects following the desktop review of the Strategic Community Plan in August 2014.

Programs

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

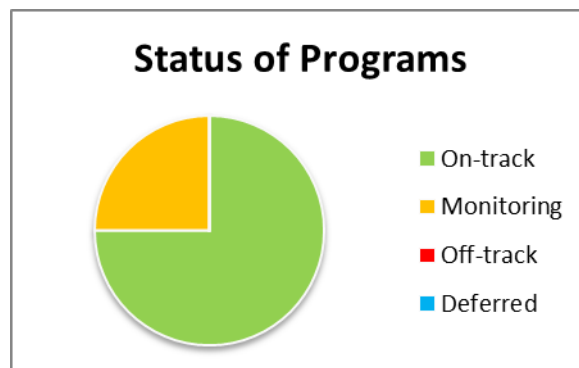


Chart 2: Breakdown on Status of Programs for 2015/16

Chart 2 indicates that of the four program areas, three are on track; Governance (98%); Roads (92%); and Ongoing Health Care Provision (115%); The programs on track are subject to key operational or day to day activities and are affected by seasonal issues. One program area is being reviewed, Sports Facilities and Programs (115%).

Some Flood Damage costs are at present included in the Roads costings, and the Health Care provision is high due to unbudgeted expenses for medical centre renovations.

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 August 2016, as tabled.

COUNCIL RESOLUTION

**1609011 Moved: Cr Collins
 Seconded: Cr Carslake**

That Council accepts the Shire of Morawa Strategic Plan Update and Progress Report, for August 2016, as tabled.

CARRIED 7/0

SUMMARY OF CORPORATE BUSINESS PLAN STATUS 2015/2016

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				100												
4	Morawa Community Care	EMDA				95												
5	Refurbish Old Chambers	CEO				85												
6	Childcare Centre Development	CEO				0												
7	Community Group Support	CDO				39												
8	Community Engagement & Communication	CEO				50												
9	Trails Strategy	CEO				20												
10	Waste Management Project	CEO				45												
11	Water Supply Development	CEO				0												
12	Solar Thermal Power Station - Feasibility Study	CEO				95												
13	Waste Water Plant Upgrade	EMDA				90												
14	Sustainability Program	EMDA				0												
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				0												
20	Upgrade Morawa Airport	CEO				50												
21	Upgrade Major Roads and Annual Road Program	PWS				100												
22	Key Worker Housing	CEO				0												
23	Staff Housing	EMDA				0												
24	Expansion Van Park	CEO				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	CEO				75												
30	Gateway Project Plans	CEO				10												
31	Omnibus Scheme Development	PO				93												
32	Old Morawa Hospital	CEO				80												
33	Leadership and Mentoring Young People	CDO				60												
34	Leadership and Advocacy Role	CEO				83												
35	Invest in Council's Capacity	CEO				83												
	Total					65.81												

	Program Areas						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Sports Facilities and Programs	CDO				115												
2	Ongoing Healthcare Provision	CEO				115												
3	Roads	PWS				92												
4	Governance	CEO				98												
	Total					105.00												

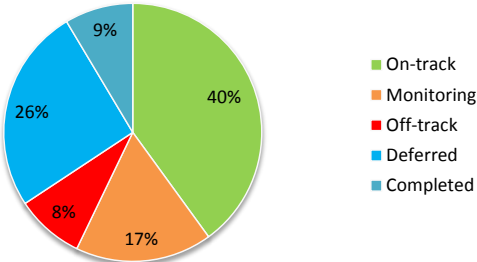
Status

On-track
Monitoring
Off-track
Deferred
Completed

Projects

14
6
3
9
3

Status of Projects



Status

On-track
Monitoring
Off-track
Deferred

Programs

3
1
0
0

Status of Programs



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 2015/16. 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"> Greater Sports Ground Project <p>Project management 0.0 FTE 2014/15</p> <p>Percentage Completed: 100%</p>	High	3.5.2	CEO	0	2,800,000	0	0	Department of Sport and Recreation	<ul style="list-style-type: none"> The ramp adjacent to the playground has proved problematic due to regulations regarding disabled access. Council has decided that steps are to be installed as opposed to the ramp due to cost. Shire staff are applying for a Community Inclusion and Participation Grant to fund a ramp. Shire staff has received acquittal documentation from MWDC to formally finalise the project. <p>Increased Sporting Participation</p> <ul style="list-style-type: none"> Club membership numbers reported by clubs <p>Increased Usage</p> <ul style="list-style-type: none"> Additional events reported by Sporting Committee. To date: two events held
<ul style="list-style-type: none"> Sports Club Development Officer – Regional Project <p>Project management 0 FTE</p> <p>Percentage Completed: 100%</p>	Medium	3.1.7	CEO, Shire of Three Springs	0	12,500	12,500	12,500	<ul style="list-style-type: none"> Department of Sport and Recreation Shire of Three Springs Shire of Perenjori Shire of Mingenew 	<ul style="list-style-type: none"> Lara Stanley has resigned from the role. Interviews for a replacement were held on 6 September 2016. A job offer is being made with a proposed start date of 31 October 2016. <p>Increased Support for Members & Volunteers</p> <ul style="list-style-type: none"> Membership numbers <p>Club Officials trained in financial and corporate governance</p> <ul style="list-style-type: none"> Clubs report improvement
<ul style="list-style-type: none"> Recreational Facility 	Medium	3.5.3	CEO	0				Department of Sport	Swimming Pool (Works 2015/16 -

Development: 3.1 Swimming Pool Upgrade 3.2 Construction of the Skate Park Project management 0.1 FTE Percentage Completed: 100% 3.1: 100% 3.2 100%					800,000	400,000	0	and Recreation	\$566,605) <ul style="list-style-type: none"> Steps: <ul style="list-style-type: none"> Tender has been awarded to Safeway Building & Renovations The new shed has been erected. The filtration equipment has been installed. A new backwash tank will be installed early in 2015/16 Repairs to the existing balance tank will be undertaken as per the contract. This tank will need to be replaced in the next 5 years. A number of delays and contractual disagreements have occurred and the current estimate for opening the pool is 21 November 2015. The floor surface of the pool has deteriorated since August 2015 and will need to be restored. Swimming Pool (Works 2015/16 - \$) <ul style="list-style-type: none"> Following an independent assessment Council have directed the CEO to call tenders for works to tile the floor,walls, and wet deck surfaces. Prior to calling tenders specialist engineers have been engaged to assess if concrete cancer is present. A report for this is due on 15 April 2016. The pool has been surveyed so that design plans can be prepared for the tiling tender specifications. Tenders have been called with a closing date of 1 June 2016. The tender for works has been awarded to Safeway Building & Construction. Completion date is Thursday 3 November 2016.This is some 2 weeks later than normal pool opening. All render has now been removed. The central channel cover has needed to be removed to expose pipework, all will be replaced as a variance to the contract. 80% of the tiles have been delivered.
					300,000		0		

									Reduction of Vandalism <ul style="list-style-type: none"> Maintenance costs (reduced) Improved School Attendance <ul style="list-style-type: none"> School attendance records
Program Area Operating Cost: <ul style="list-style-type: none"> Undertake ongoing maintenance and management of the Sports facilities and programs Percentage Completed: 115%	Ongoing			775,000	790,000	805,000	821,000		Recurrent Cost post 2017: \$905,233 Staff Required: 3 FTE 2015/16 Budget \$953,065 Cost YTD: \$1,100,635 Note: (Swimming Pools & Other Recreation)

Program Area: Health Provision

Goal: Support ongoing health care provision through existing arrangements

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
Program Area Operating Cost: <ul style="list-style-type: none"> Support the implementation of the North Midlands Primary Care Project Support the provision of adequate GP services Support the Three Springs Dental Service Percentage Completed: 115%	Ongoing	3.1.1, 3.1.2, 3.1.3, 3.1.4		251,884	256,900	262,000	267,000		Note: <ul style="list-style-type: none"> Budget 2015/16: \$150,639 Expenditure for 2015/16: \$173,530; Recurrent Cost post 2017: \$272,000 Staff Required: 0.02 FTE

Program Area: Community Amenities

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"> Morawa Community Care Project management 0.6 FTE Percentage Completed: 95% 4 Units: 100% Management: 90%	High	1.9.1	CEO	528,800	420,718	40,000	40,000	Morawa Community Care	Construction 2013: <ul style="list-style-type: none"> Construction of the 4 units completed Cost post 2013/14 are recurrent costs. Will need revaluation Management: <ul style="list-style-type: none"> Committee commenced 18 March 2014 and identified action matrix; Draft service delivery plan and policies developed and considered 13/05/14; Handover of units underway 30 April

									2014; <ul style="list-style-type: none"> • Sean Fletcher has been engaged to finalise the transfer of the Morawa Aged Care Units to the Shire. • Transfer of land management order underway. • The Department of Housing are proposing a deed of assignment transferring the interests of the MCC to the Shire. This option negates the need for a new JV agreement which has caused a significant time delay. • Application and information packs have been prepared and will be marketed. • A Deed of Novation has been presented to the 18 December 2015 OCM. • The Management Order has been received. • Shire staff is now working to complete the final agreements with a view to concluding the transfer of the JV and MCC units by 30 June 2016. This has been delayed due to CS Legal delays. • The Shire has now taken receipt of keys for 2 vacant JV units. Shire staff will view these properties on 15 August 2016 to assess work needing to be undertaken prior to letting. • Emily Sutherland has produced a marketing document for use in securing tenants in the Asset Based units. • An report is to be presented to the September Council Meeting seeking Council approval to reduce the rental to \$185.00 per week.
<ul style="list-style-type: none"> • Refurbish Old Council Chambers <p>Percentage Completed: 85%</p>	High	1.7.3	CEO	0	220,000			LotteryWest	Elderly people age in their home community <ul style="list-style-type: none"> • Census figures Older people able to live independently <ul style="list-style-type: none"> • Increase in number aged people staying in community
									<ul style="list-style-type: none"> • Capital Works for 2015/16 set at \$181,011. Funded: <ul style="list-style-type: none"> ○ Municipal 45,026 ○ Lotterywest: 90,595 ○ Reserve: 45,026 ○ Quotes have now been obtained for the remaining works. ○ Use for the building to be

									<p>discussed at the October briefing session</p> <ul style="list-style-type: none"> o This work has now been placed on-hold as the funds may be needed to fund the unexpected swimming pool works. o Future use of the old Shire office was discussed at the SCP workshop held on 10 March 2016. It was agreed the future use was to be tourism and cultural purposes. o It is proposed to request the reallocation of the Solar Thermal Feasibility Study funds to this project. This option has now been placed on hold pending the outcome of an amended business case for the airstrip. o There is an option to apply for a grant in the next RGS round. <p>Increased level volunteer activity</p> <ul style="list-style-type: none"> • Annual survey • Volunteering statistics available every census <p>Older people able to live independently</p> <ul style="list-style-type: none"> • Number community activities per year monitored <p>Note: regular use is occurring.</p>
<ul style="list-style-type: none"> • Childcare Centre development <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	3.1.8	CEO	0	0	0	0	<ul style="list-style-type: none"> • Department of Communities • Mid West Development Commission • LotteryWest 	<ul style="list-style-type: none"> • Deferred post 2015/16 • Expected cost \$750,000 • Expected completion date 2018 <p>Additional childcare places available to the community</p> <ul style="list-style-type: none"> • Uptake of service <p>Employment opportunities in the caring industry</p> <ul style="list-style-type: none"> • Number of people employed <p>Respite care available to parents</p> <ul style="list-style-type: none"> • Respite visits number per annum
<ul style="list-style-type: none"> • Community Group Support: <ul style="list-style-type: none"> • Billaranga Arts Studio • Morawa Historical Society • Community events • Morawa CRC • Biennial Arts Festival 	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"> • Future Fund agreement has been completed. The fund will be accessible in 2015/16 based on 2014/15 interest earnings. • CEO has engaged with CCIWA • Power supply has been connected to the new Historical Society shed. <p>Budget 2015/16</p>

<ul style="list-style-type: none"> Morawa Future Fund Community connectedness forum Morawa Chamber of Commerce <p>Project management 0.1 FTE Percentage Completed: 39%</p>									<ul style="list-style-type: none"> YTD: <ul style="list-style-type: none"> Arts Festival \$10,000 Museum: \$1,000 Depreciation: \$8,307 <p>Costs 2015/16</p> <ul style="list-style-type: none"> YTD: <ul style="list-style-type: none"> Arts Festival \$5,260 Museum: \$3,293 Depreciation: \$9,908 Recurrent costs post 2016 are \$35,000 per annum <p>Community events enhance liveability of community</p> <ul style="list-style-type: none"> Reports to Council community groups <p>Community feedback on events</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Community Engagement and Communication <p>Project management 0.05 FTE</p> <p>Percentage Completed: 50%</p>	Medium	4.1.1, 4.1.2	CEO	1,020	1,020	1,020	1,020		<p>Costs 2014/15</p> <ul style="list-style-type: none"> Met through Public Relations Budget (\$21,000) Recurrent costs post 2016 are \$1,020 per annum Communication strategy and media consultant (Left of Centre LOC) have been included in the 15/16 budget at \$11,000. LOC have set up a Facebook page and are preparing content for media and Shire Snippets. <p>Good relationship between community and Council</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Trails Strategy <p>Project management 0.1 FTE</p> <p>Percentage Completed: 20%</p>	Medium	1.7.2	CEO	0	0	260,000	0	<ul style="list-style-type: none"> LotteryWest Department of Regional Development 	<p>Morawa Perenjori Wildflower Drive Trail</p> <ul style="list-style-type: none"> R4R Grant required listed in 2013/14 Budget: \$467,000 - Pending <p>Town Heritage Walk Trails 2014/15</p> <ul style="list-style-type: none"> \$65,000 Lotterywest application unsuccessful (7 March 2014) \$65,000 Shire contribution not budgeted <p>Bush Trails 2014/15?</p> <ul style="list-style-type: none"> \$65,000 application "parked" with Lotterywest subject to Council contribution ; \$65,000 Shire contribution required Recurrent cost post 2016: \$5,000 PA <p>2015/16</p>

									<ul style="list-style-type: none"> Wildflower Drive trail \$138,915 Town Heritage Walk \$128,970 Bush Trail \$198,690 Total \$467,000 has been included in the budget but only \$65,000 is funded. This is to be amended in the 15/16 mid year review. Funding is to sought from Lotterywest, DRD are funding \$40,000 (from town centre revitalisation project) and it hoped this will be matched by Sinosteel. <p>Increased level of community activity and activation trails</p> <ul style="list-style-type: none"> Annual community survey
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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"> Waste Management – Regional Project Project management 0.15 FTE Percentage Completed: 45% 	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"> Capital works for tip set at \$265,000. Funded by Refuse Station Reserve Recurrent costs post 2016: \$60,000; Joint project identified between Shire of Morawa and Shire of Perenjori: <ul style="list-style-type: none"> DCEO successfully applied for \$5,000 in planning funding; Joint approach discussed on 9 December 2013 at meeting between Presidents, Deputy President and CEO's - Agreed this is a key project. Dallywater Consulting have developed strategic plan which was presented to Council on 17 July 2014 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.

									<ul style="list-style-type: none"> The CEO has met with CEOs from Morawa, Perenjori, Three Springs and Mingenew to discuss a regional solution. The meeting took place on 14 April 2015. CEO has received data from neighbouring Shires and is in the process of collating it. CEO has discussed with Karara and Sinosteel the possibility of purchasing or leasing a portion of Dingle Dell as a possible site for location of a landfill site.
									<ul style="list-style-type: none"> Transfer Station CEO has met with Avon Waste and Dallywater to determine the optimum size of transfer bins and collection methods. The shed has been constructed, earthworks are complete and the office has been installed It is proposed to man the Transfer Station for a trial period of 6 months subject to Council approval.
									<hr/> Coordinated waste management by Shires <ul style="list-style-type: none"> Removal of waste to sub-regional station
<ul style="list-style-type: none"> Water Supply Development <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"> Water Corporation Department of Water 	<ul style="list-style-type: none"> Recurrent costs post 2016: Unknown Drainage re greening of the Town. Not until 2015/16 Stage Three SuperTowns. Subject to be raised with the Minister at the WALGA Convention in August 2014.
<ul style="list-style-type: none"> Solar Thermal Power Station Feasibility Study <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"> Western Power Public utilities Office 	<hr/> Future water needs secured <ul style="list-style-type: none"> Water storage constructed Legal advice received re reallocation of \$500,000 to another project; Shire President and CEO met with Paul Rosair 17 February 2014 to discuss; Project suspended indefinitely; Letter issued to DRD 2 April 2014 seeking reallocation of funding to

								Airport Project. <ul style="list-style-type: none"> Adjusted the SCP at September 2014 Review A letter was sent to DRD in June 2016 requested these funds be held available for 2016/17. A response has been received providing an extension to 30 September 2016 to ascertain the status of the Aerodrome Business Case. Recurrent costs post 2016: \$60,000 <hr/> Feasibility study completed <ul style="list-style-type: none"> Completion. (Note: The feasibility study will not proceed) Endorsement key agencies Satisfaction Western Power, Public utilities Office
<ul style="list-style-type: none"> Water Supply Development and Waste Water Plant Upgrade <p>Project management 0.05 FTE</p> <p>Percentage Completed: 90%</p>	Medium	1.4.4, 2.1.1, 2.1.3	CEO	0	140,000	0	0	<ul style="list-style-type: none"> Watercorp Works for 2015/16 <ul style="list-style-type: none"> One pond remaining (\$49,681). This was completed in April 2016. Funding from Reserve. Recurrent costs post 2016: Unknown <hr/> Overflow managed in winter <ul style="list-style-type: none"> Nil events Improved use of waste water for irrigation <ul style="list-style-type: none"> Reduced potable water usage
<ul style="list-style-type: none"> Sustainability Program: Identify policies to manage carbon sequestration Implement the Climate Change and Adaption Plan Continue to manage feral flora and fauna Rehabilitate, protect and conserve Shire controlled land Support and promote environmental management practices <p>Project management 0.1 FTE</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"> 2015/16 <ul style="list-style-type: none"> Costs are as per in accordance with the EHO role; Sequestration policies to be included in LPS and Strategy; The Climate Change Risk Assessment & Adaption Action Plan was included in the 2015/16 budget but will be removed in the mid-year review; Flora & Fauna pests in conjunction with Department of Agriculture Bio-Security Officer in Morawa; Shire has rehabilitation policy in place; Environmental management practices are supported through implementation of relevant infrastructure; Continuing monitoring and upgrading of key facilities

Percentage Completed: 0%										Sustainability initiatives achieved
• Set of nominated activities achieved										
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"> Develop Industry Training Centre <p>Project management 0.1 FTE</p> <p>Percentage Completed: 25%</p>	High	1.2.8, 3.1.5	MEITA & Shire	0	508,404	0	0	<ul style="list-style-type: none"> MWDC, Durack Institute, Department of Training & Workforce Development, Karara Mining Limited 	<ul style="list-style-type: none"> Training Centre expenditure: <ul style="list-style-type: none"> 2013/14 set at \$433,908; Funded through Mid West Investment Plan; Business case reviewed and submitted to MWRC Board 28 November 2013. Further changes completed: <ul style="list-style-type: none"> Improve in-kind contribution re project management; Develop job description form for training coordinator. 13 December 2013 the MWDC Board approved funding for this project; Final estimate received Business Case reviewed and submitted to MWDC. The business case needs to be re-drafted following discussions with the MWDC. Design and specifications have been prepared by EPS. CEO has received updated letters of support from Doray, Karara and Marrak. The project was shelved on the advice of MWDC, however following discussions between the CEO and SP the business is being updated by LOC. It was agreed at the SCP workshop held on 10 March 2016 that further submissions for grant funding will not be made at present. Recurrent cost post 2016: \$80,000 <p>Students demand training and gain jobs in the mining industry as a result</p> <ul style="list-style-type: none"> Annual student numbers, conversion to employment <p>Specialist training provided through</p>	

									facility
<ul style="list-style-type: none"> Migration Settlement Scheme (Research) <p>Project management 0.3 FTE</p> <p>Percentage Completed: N/A</p>	Medium	Super Town Growth Implementation Plan	CEO	0	0	0	0	<ul style="list-style-type: none"> Department of Immigration, Department of Training and Workforce Development 	<ul style="list-style-type: none"> Educational staff numbers (increase)
<ul style="list-style-type: none"> Develop Additional Business Incubator Units <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.9.7	CEO	0	0	0	0	<ul style="list-style-type: none"> MWDC, MEITS 	<ul style="list-style-type: none"> Deferred post 2015/16 Expected cost \$45,000 <hr/> <p>Sustainable increase in population</p> <ul style="list-style-type: none"> Population trends
<ul style="list-style-type: none"> Industry Attraction and Retention Project <p>Regional Resource – Investment Coordinator: 1.25 FTE (Funded MWIP)</p> <p>Project management 0.08 FTE</p> <p>Percentage Completed: 83%</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"> MWDC, MWCCI, Other Shires 	<p>2011/12</p> <ul style="list-style-type: none"> PRACYS developed Growth & Implementation Plan <p>2012/13</p> <ul style="list-style-type: none"> PRACYS commenced North Midlands Economic Development Strategy (\$85,800 inc GST); Prospectus reviewed January 2013 <p>2013/14</p> <ul style="list-style-type: none"> PRACYS developing North Midlands Economic Development Strategy: <ul style="list-style-type: none"> Framework finalised December 2013 Working Group established Feb 2014 (CEOs meeting 13 April 2014 for briefing); Investment plan required (attraction process defined)? Funding of \$100,000 pa from CLGF/Mid West Investment Plan not requested?; Project requires revaluation <p>2014</p> <ul style="list-style-type: none"> Regional Resource Coordinator employed and prospectus issued? <p>2015</p> <p>No further progress</p> <hr/> <p>Service gaps filled</p> <ul style="list-style-type: none"> Reported by community

<ul style="list-style-type: none"> Local Tourism Industry Development Support Visitor Information Centre 0.02 FTE Project management 0.02 FTE Percentage Completed: 50% 									Increased business activity <ul style="list-style-type: none"> Applications recorded Reported by CCI
	Medium	1.2.7, 1.2.10, 1.2.11	CEO	0	50,000	0	0	<ul style="list-style-type: none"> Wildflower Way Committee, Local Tourism Group 	2015/16 <ul style="list-style-type: none"> CEO & CDO are attending Wildflower Country Committee meetings \$40,000 allocated for the Caravan park Caretaker accommodation to be c/wd from 14/15 to 15/16. This has now been delivered. A temporary caretaker has been appointed for the period July to September 2016. This was a huge success in 2015. <hr/> Increase in visitor numbers <ul style="list-style-type: none"> Visitor numbers Caravan park Wildflower Way project <ul style="list-style-type: none"> Completion of project

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"> Upgrade Morawa Airport Project development support 0.02 FTE 13/14 Project management: 0.2 FTE – External 14/15 Asset management: 0.2 FTE - ongoing Percentage Completed: 50% 	High	1.10.1, 1.10.2	Project Officer	0	40,000	1,000,000	1,500,000	RDAF	2013/14 <ul style="list-style-type: none"> New airport road sealed Feb 2014; An EOI has been requested by MDC for \$900k funding. This was submitted by 11 July 2014. 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. <ul style="list-style-type: none"> 2014/15 CEO has received letters of support from Doray, Karara., RFDS and Marrak. CEO has received letter from DRD informing the Shire that the reallocation of mobile blackspot funding has not been approved.

									2015/16 <ul style="list-style-type: none"> Following discussions with the MWDC and DRD the CEO has prepared a new business case which will include a number of funding options. The business case option 1 (full upgrade) was endorsed by the MWDC subject to a commitment by Doray to use the airstrip. The CEO is to discuss the project again with the MWDC on 14 March 2016, following the receipt of 2 letters received from DRD regarding the reallocation of the Solar Thermal Funding. Discussions with DRD and MWDC indicate this project will not be supported. MWDC have significantly amended the airport business case with a focus on Community Benefit. Three RADS applications were lodged on 5 August 2016 for components of the upgrade. The amended business case will be presented to Council for endorsement on 18 August 2016. The business case has been presented to MWDC and DRD. <hr/> <ul style="list-style-type: none"> Commencement commercial facility <ul style="list-style-type: none"> Commencement Improved transport hub to the region <ul style="list-style-type: none"> Volume traffic flow Service hub RFDS <ul style="list-style-type: none"> Usage
<ul style="list-style-type: none"> Upgrade Major Roads and Annual Road Program <p>Project management:</p> <p>Percentage Completed: 100%</p>	Medium	1.8	Works Manager	1,580,000	1,580,000	1,580,000	1,580,000	Department of Main Roads	2015/16 (\$1,666,911) YTD: \$1,174,968 Completed <ul style="list-style-type: none"> Recurrent cost post 2016: \$1.6M <hr/> Road safety <ul style="list-style-type: none"> Survey Asset maintenance <ul style="list-style-type: none"> Improvement in asset ratios

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Program Area Operating Cost:	Ongoing		Works Manager	2,059,403	2,100,000	2,142,000	2,185,000		2015/16 (\$1,625,054) Staff Required: 11 FTE Cost YTD: \$1,502,030 Recurrent Cost post 2017: \$2.23M
Percentage Completed: 92%									

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)
• Key Worker Housing 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
• Staff Housing Project management 0.1 FTE Percentage Completed: N/A	High	1.9.5	CEO	0	0	350,000	350,000	Royalties for Regions - CLGF	2014/15 <ul style="list-style-type: none"> \$139,316 has been allocated for maintenance Recurrent cost post 2016: \$14,000 <hr/> Houses constructed <ul style="list-style-type: none"> Houses in place Staff satisfaction with housing <ul style="list-style-type: none"> Staff satisfaction (annual survey)
• Expansion Caravan Park 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"> 4 dwellings constructed; Budget \$500,000 from Shire funds <hr/> Additional people stay in town <ul style="list-style-type: none"> Accommodation statistics Additional expenditure <ul style="list-style-type: none"> Increased estimated expenditure
• Lifestyle Village for Aged Care	Medium	1.9.1	CEO EDO	0	0	0	0	MWDC, RFR – CLGF, Morawa	Project deferred until development of next corporate business plan:

Project management 0.3 FTE								Community Care	<ul style="list-style-type: none"> o Plan and feasibility study for additional aged care housing; o Budget \$10M from various sources.
Percentage Completed: N/A									

Note:

No key activity is occurring for this goal in 2015/16

Program Area: Town Centre Revitalisation

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"> Main Street Project Landcorp Project Management 1 FTE funded Project support: 0.5 FTE – External 13/14 Percentage Completed: 100% Stage 1: 100% Stage 2: 100% 	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"> 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"> o Freight Realignment (Stage 1) - 2013/14/15 o Civic Square (Stage 2) - 2013/14/15 o Recurrent costs of \$50,000 o Stage 3 deferred beyond 2015/16 o Stage 4 deferred beyond 2015/15 o Stage 5 commenced pending funding <p>2013/14</p> <ul style="list-style-type: none"> Additional funding of \$2.536M announced 12 February 2014. <ul style="list-style-type: none"> o Preferred tenderer (BCL Group) selected by Emerge and endorsed by Council on 31 July 2014. <p>2014/15</p> <ul style="list-style-type: none"> Work has commenced on project. BCL proposed a redesign due to ground levels. New design not acceptable to Council. Emerge have been requested to

									<div>keep amended design close to the original. Amended design went to OCM in October.</div> <div>2015/16<ul style="list-style-type: none">Projects completed. Now in defects period.Morawa Stone and the clock are outstanding items. The clock controls are to be relocated and a UPS purchased.</div> <div>Civic Square constructed<ul style="list-style-type: none">Project opened 30 April 2015. A commemorative plaque has been installed under the clock tower.</div>
<div><ul style="list-style-type: none">Wireless and Mobile Blackspot Coverage<div>Project involves Shires of Morawa, Mingenew, Perenjori and Three Springs and MWDC</div><div>Project management: 0.1</div><div>Percentage Completed: 50%</div></div>	High	1.3.2, 1.3.4	Project Officer	0	375,000	0	0	CLGF	<div>Shire of Morawa coordinating update to project business case. Funding required is as follows:<ul style="list-style-type: none">Merkanooka (\$680,000)<ul style="list-style-type: none">CLGF – R: \$ 83,333MWIP: \$534,167Shire Funds: \$ 62,500Morawa East High (\$942,000):<ul style="list-style-type: none">CLGF – R: \$500,000MWIP: \$379,500Shire Funds: \$ 62,500</div> <div><ul style="list-style-type: none">Business went to the MWDC Board on 28 February 2014;Minister Redman announced 7 March 2014 \$1M approved from CLGF – R;FAA for project received by CEO. Advised DRD awaiting outcome of MWIP decision before project milestones developed;MWDC Board advised 19/03/14 it does not support EOI. Advice issued to participating shire presidents;Issue also referred to Shane Love MLA to discuss with Minister Redman;Council briefed on current position 20 March 2014. Indicated that funding should now go to the upgrading of the Morawa Airport;CEOs have had preliminary discussions on allocation of funding to the Airport project;Item will be required by Council to seek reallocation of funding (May OCM</div>

									2014); <ul style="list-style-type: none"> Letter of support received from Shire of Mingenew 29 April 2014. See comments under item 20. Note: The 2013/14 Budget contained an additional \$250,000 from the Community Development Reserve for electrical works <hr/> Meets community standards <ul style="list-style-type: none"> Monitoring data speed Increase coverage and reliability <ul style="list-style-type: none"> Telstra
<ul style="list-style-type: none"> Power Line Upgrade Project management: 0.1 Percentage Completed: N/A 	Medium	1.4.2	MWDC	0	0	0	0	Wester Power	Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> Must be externally funded; Budget \$7M
<ul style="list-style-type: none"> Land Development – Residential and Industrial Project management: Landcorp? Percentage Completed: 100% <ul style="list-style-type: none"> Residential: 100% Industrial: 50% 	High	1.1.2	CEO	800,000 Landcorp	900,000 Landcorp			Landcorp	Costs for 2012/13, 13/14 met by Landcorp: <ul style="list-style-type: none"> 38 residential lots 50 industrial lots 2014/15 Residential Sub-division <ul style="list-style-type: none"> First stage of residential sub-division completed – 8 blocks. Non yet sold. 2015/16 Industrial Sub-division <ul style="list-style-type: none"> First stage of industrial sub-division – 6 blocks. Clearing re Club Road completed 8 March 2014. Part of the surplus from the Town Centre projects is being used to fund the sealing of Club Road. An amount of \$174,000 has been included in the 15/16 draft budget to relocate Club Road The realignment and sealing of Club road has been completed. Kerbing has occurred. Brookfield and Landcorp have been advised. <hr/> Lots successfully developed <ul style="list-style-type: none"> Sale of lots

<ul style="list-style-type: none"> Gateway Project Plans Project management: 0.1 Percentage Completed: 10% 	High	1.2.3, 1.6.1	CEO	0	250,000	0	0	Sinosteel	<ul style="list-style-type: none"> Designs received previously. Matters to be determined: level of funding, Munckton Road, the design (tower) Funding sources : <ul style="list-style-type: none"> Sinosteel: \$200,000. Stated in CBP confirmed. However, only \$30,000 put aside; Shire: \$50,000 to be budgeted. Has not happened. 13/14 Budget \$250,000 Sinosteel? SMC are now offering \$100,000 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. CEO has requested Emerge to develop a nature playground concept for the town square. Recurrent costs post 2016 \$2,500 <hr/> <p>Formal entry will provide sense of place</p> <ul style="list-style-type: none"> Annual community survey Visitor survey conducted visitor centre
<ul style="list-style-type: none"> Omnibus Scheme Development Project management: 0.2 Percentage Completed: 93% <ul style="list-style-type: none"> Omnibus: 100% Urban Design: 90% LP Strategy: 90% 	Medium	1.5.1	Planning Officer CEO	0	350,000	300,000	0	WAPC, EPA	<p>2013/14 \$232,844 in Budget</p> <ul style="list-style-type: none"> Urban Design Guidelines developed: <ul style="list-style-type: none"> Individual meetings held with business owners; Staff briefed 25 February 2014; Community meeting to be rescheduled; Mike Davis briefed Council 17 April 2014 – matter deferred pending corrections submitted to May meeting Omnibus amendments due 30/06/14, presented to Council 19 June 2014. Public comment period closed 7 July 2014. No submissions received at present. Scheme strategy changes due 30/09/14 <p>2015/16</p> <ul style="list-style-type: none"> Council will be fully briefed at the July

									2016 briefing session to conclude the project. Budget \$79,450 YTD \$41,761 • <hr/> LP Strategy and Scheme • Completed report WAPC Omnibus • Completed report WAPC Urban design guidelines • Endorsement by Shire of Morawa as policy
• Old Morawa Hospital Project management: 0.05 Percentage Completed: 80%	Medium	1.9.4	CEO	0	50,000	0	0	MWDC, R4R	2013/14 • \$50,000 not budgeted; • Technical report received 16/11/13. Cost of report: \$3,900 funded from Consultancy Services Admin; • Scope of report discussed with Council 11 February 2014; • Separate site visit and briefing completed 20 March 2014; • Extension for management order (Intention to Take): <ul style="list-style-type: none"> Sort by CEO/DCEO/PO 3 April 2014 as current order expires in May 2014; Order approved until further notice • Further resolution on use of site required. • The CEO to arrange a meeting with the Department of Health for himself and the Shire President to attend. • <hr/> Hospital is renewed as community asset • Project completion and new community use

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)
• Leadership and	High	3.1.9	CYDO	0	120,000	120,000	120,000	• Morawa Youth	2013/14

Mentoring – Young people Project management 0.01 FTE Percentage Completed: 88%								Centre	<ul style="list-style-type: none"> Operating \$112,634; Projects \$24,200 (Grants): 2014/15 <ul style="list-style-type: none"> Operating \$158,892 YTD \$15,396; 2015/16 <ul style="list-style-type: none"> Operating \$268,205 Projects \$96,275 (Grants \$42,500) YTD \$236,235 <hr/> Young people move into leadership role <ul style="list-style-type: none"> Number in community organisations and Council
<ul style="list-style-type: none"> Leadership and Advocacy Role: <ul style="list-style-type: none"> CBH to upgrade and extend facilities Lobby for access to education system Advocate with State Government to deliver NBN Advocate with Western Power for an upgrade of the Morawa Three Springs Feeder Lobby State Government to retain grain on rail Lobby for Roads Funding Engage with State Government re Kadji Kadji Station Advocate for visiting specialist and allied health Advocate for adequate police and emergency services Project management 0.1 FTE Percentage Completed: 83%	High	1.2.1, 1.3.4	CEO	0	0	0	0	<ul style="list-style-type: none"> All major service providers, State and Australian Government Agencies 	Met through normal operating costs 2013/14 <ul style="list-style-type: none"> CBH: Has changed focus? No further action Education System: MEITA project – Interim Business Case completed; NBN: Satellite to Mt Campbell; Optic to Town; Western Power – Townsite has been upgraded, but feeder line under review see Status Report; Grain on Rail: Watching Brief; Kadji Kadji: Conservation watching brief; Specialist & Allied Health: <ul style="list-style-type: none"> GP expanding practice, RFDS Dental Van in place; Police & Emergency Services: LEMC and CESM Program in place; Participated in Northern Zone Conference; <hr/> Agencies and Service Providers meet community needs <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Invest in Council's Capacity Oversee Management of Shire 0.1 FTE 	High	4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.5.1, 4.5.2,	CEO	0	0	0	0		Met through normal operating costs: Staff Training and Development <ul style="list-style-type: none"> PWOH: \$34,438 Administration \$10,000 Professional Development Councillors

<p>Integrated Strategic Planning Support: 0.2 FTE</p> <p>Annual Customer Survey: 0.1 FTE</p> <p>Percentage Completed: 83%</p>		<p>4.5.3, 4.6.1, 4.6.2, 4.7.1, 4.7.2, 4.8.1, 4.8.3</p>							<ul style="list-style-type: none"> • \$4,000. <p>Traineeships</p> <ul style="list-style-type: none"> • \$21,700. CII Student 5 day a week engaged <p>Whole of Life Costings</p> <ul style="list-style-type: none"> • 12/13 Plant & Equipment • 13/14 Land & Buildings • 14/15 Road Infrastructure • 15/16 Furniture & Equipment <p>Implemented IPR Framework</p> <ul style="list-style-type: none"> • SCP 21/06/12; CBP 20/06/13; • Department requested modifications to SCP by 31 March 2014 – completed 25/03/14; • SCP reviewed in September 2014. A full review will occur in February 2016. • Risk Management policy, compliance plan and strategy now complete. Endorsed by Council November 2014. • (Reg. 17). Commenced and completed in August 2014 by LGIS. Endorsed by Council in December 2014 <p>Review Council Policies and Local Laws</p> <ul style="list-style-type: none"> • The review of policies is underway and will be presented to Council October 2016. • Local Laws review will be undertaken in 2016/17. <p>Compliance with all Legislation and LG Act</p> <ul style="list-style-type: none"> • Annual Compliance Return 2014 completed and submitted in March 2016. • PID annual survey completed, 30 June 2016 • FOI annual return completed 30 June 2016 • A governance calendar has been compiled. A consultant has been engaged to provide an electronic calendar. <p>Delivery of Services as Sub-Regional Hub</p> <ul style="list-style-type: none"> • Ongoing Shared Services, further discussions to take place.
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									Annual Customer Surveys <ul style="list-style-type: none"> Process to be revisited during 2015/16 Excellence in governance, management and leadership <ul style="list-style-type: none"> Annual community survey
Program Area Operating Cost: Percentage Completed: 98%	Ongoing		CEO	836,083	852,000	869,000	886,000		2015/16 YTD (\$47,072) Staff Required: 1 FTE Members of Council Budget: \$331,127 Actual \$380,603 Governance – General Budget \$122,475 YTD Actual \$62,409 Recurrent Cost post 2017: \$903,000

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	<p>Projects (35):</p> <p>Projects on-track: 14</p> <p>Projects monitored: 5</p> <p>Projects off-track: 4</p> <p>Projects deferred: 9</p> <p>Projects completed: 3</p> <p>Percentage Completed: 65.81%</p> <p>Program Areas-Operating (4):</p> <p>Monitor 1</p> <p>On-track 3</p> <p>Off-track 0</p>	<p>Projects</p> <ul style="list-style-type: none"> Staff resourcing in terms of key roles had been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position; 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"> State Cabinet – continual delays whilst it makes a decision (Town Centre Revitalisation and Freight Road Re-alignment); Scrapping of Commonwealth funding programs e.g. RADF5 (Town Hall project); Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding the Morawa Swimming Pool); MWDC requirement to continually review business cases; Competition regarding the availability of bitumen for major road projects (has been secured for Feb 2014, so will be on track) 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. <p>Program Areas-Operating</p> <p>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>	
Resource Capability (Staff)	<ul style="list-style-type: none"> CBP: 2.08 FTE Programs: 24.07 FTE Project Officer funded externally MWRC setting up support re: <ul style="list-style-type: none"> Human Resource Management Higher Level Financial Management 	<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"> HRM appears to be lacking; Higher level financial management appears to be lacking; Engineering support has fallen over; Health and building support has fallen over. Now using City of Greater Geraldton, however this is proving a difficult relationship. 	

	<ul style="list-style-type: none"> ○ Engineering ○ Health and Building • Succession planning/mentoring 	<ul style="list-style-type: none"> • CEO is currently assessing these issues. <p>The balance between SuperTowns and local government operations is impacting on staff. Key impacts include:</p> <ul style="list-style-type: none"> • The struggle to provide consistent governance support; • Records management constantly suffers; • Front line services constantly interrupt administration support. <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>	
Assets of the Shire	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.	
Financial Estimates of the SCP	<p>Funding:</p> <ul style="list-style-type: none"> • Shire Contribution \$3,041,238 • CLGF – Regional: \$ 250,000 • CLGF – Local: \$ 718,000 • Mid West DC: \$3,049,980 • Other: \$5,147,500 <p>Financial Ratios</p> <ul style="list-style-type: none"> • It is not believed that the CBP will negatively impact on the ratios • Will need recalculation in line with the long term financial plan 	<p>Funding:</p> <p>As per Assessment of Projects:</p> <ul style="list-style-type: none"> • CLGF – R for Mobile Blackspot Tower Project of \$583,333 (out of \$1M approved 7 March 2014); • CLGF – L 358,000 for 2012/13 is subject to reinstatement as part of the State Budget process for 2014/15 <p>Financial Ratios</p> <p>The 2014/15 auditor's report puts three ratios within acceptable limits and three that are borderline</p>	
Operational Risk Assessment	<p>Consists of three key elements:</p> <ul style="list-style-type: none"> • Systems • Processes • Resources 	<p>A Corporate Risk Management Plan and Matrix has been prepared for the Shire</p> <p>Document Management</p> <ul style="list-style-type: none"> • Staff is in the process of setting up electronic records management. <p>Project Management</p> <ul style="list-style-type: none"> • A project management policy has been prepared and was endorsed by Council at the October 2014 Council Meeting <p>Stakeholder Management System</p> <ul style="list-style-type: none"> • Not in place. CEO is currently developing this. <p>ICT System</p> <ul style="list-style-type: none"> • Current system is adequate for needs. Requires optimisation of its use. An ICT Strategic Plan is required. <p>HR Processes</p>	

		<ul style="list-style-type: none"> • Training and development is budgeted for; • Flexible work arrangements are in place; • Recruitment processes have been improved since November 2013 (recruitment start up sheet and interview assessment sheet introduced); • Performance review process has been developed. <p>Workforce Planning and Cost Modelling</p> <ul style="list-style-type: none"> • Performance management system required; • A review of JDFs (PDs) is being undertaken and is due to be completed by end of December 2016. <p>Skills Development See HR processes and Workforce Planning and Cost Modelling</p> <p>Workforce</p> <ul style="list-style-type: none"> • Corporate Business Plan monthly report developed and implemented December 2013; • Also see workforce planning and cost modelling. <p>Council</p> <ul style="list-style-type: none"> • Engagement of community regarding the role of the Shire and Council's responsibilities is required; • Review of the community engagement policy required; <p>Asset Base</p> <ul style="list-style-type: none"> • Rationalisation of assets will occur with the adoption of the asset management plans; • Collaborative regional processes that optimise the revenue base is occurring 	
Internal Analysis (Required Improvements)	<p>There are 10 key improvements required:</p> <ol style="list-style-type: none"> 1. Invest in electronic data management 2. Implement electronic project management. Microsoft Project software purchased. 3. Stakeholder relationships managed electronically. A stakeholder schedule will be developed early 2016/17 4. Communication systems between staff and councillors 5. Formal HR mentoring for senior staff 6. Implement HR systems 7. Effective job planning, detailed JDFs are being developed. 	See Operational Risk Assessment	

	8. Implement work output monitoring systems 9. Rationalise asset base at every opportunity 10. Continue to invest in regional processes that optimise Shire revenue base		
Measuring Our Success	The Key Performance Measures are: <ul style="list-style-type: none"> • Community satisfaction telecommunication services (AS); • Community satisfaction town amenity (AS); • Community satisfaction housing supply (AS); • Community satisfaction other services (AS) • Number houses built per year; • Land availability for projects; • Nil waste targets achieved; • All residents able to access primary health care service within 24 hour target; • Number cultural events held; • Annual community satisfaction with cultural, heritage and recreation services (AS); • Volunteering rate each census period; • Community satisfaction with engagement with Council (AS); • Improvement in financial ratios • Low employee turnover • Successful fundraising for key projects 50% target 	Annual Survey (AS) Outcomes: <ul style="list-style-type: none"> • Survey process is in place. Satisfaction levels developed based on Shire of Morawa Community Engagement Report 2012. House Built Statistics: <ul style="list-style-type: none"> • To be determined (possibly 2 per annum) Waste Targets <ul style="list-style-type: none"> • Closure of Landfill by 2016; Subregional centre in place 2016 Primary Health Care Access (24 hour) <ul style="list-style-type: none"> • Increase satisfaction rating from 2.23 – 2.93. Cultural Events <ul style="list-style-type: none"> • There are 12 – 15 events in place a year. • Arts festival in place Volunteering Rate (ABS Census) <ul style="list-style-type: none"> • To be ascertained Financial Ratios <ul style="list-style-type: none"> • These are now compiled and form part of the 2015/1 annual financial statements. Employee Turnover <ul style="list-style-type: none"> • Currently 7%. The benchmark for local government is 12%-16% Successful Fundraising for key Projects = 50% <ul style="list-style-type: none"> • Grants approved to date include: <ul style="list-style-type: none"> ○ RADS funding \$20,000 to develop Airport Masterplan. Shire contribution will be \$20,000; ○ DER - Waste Management Strategic Plan: \$5,000. Shire's contribution \$5,000. • It would be appropriate to develop a grants plan and matrix to Identify, track and summarise all grants received 	

Legend	
Off-track (0-49% completed)	
Monitor (50-69% completed)	
On-track (70–100% completed)	
Projects deferred until a later date	
Project completed	

<i>Item No/ Subject:</i>	7.2.5.2 Amalgamation of the Morawa Volunteer Fire Service and State Emergency Service branches.
<i>Date of Meeting:</i>	22 September 2016
<i>Date & Author:</i>	13 September 2016 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Nil
<i>Previous minute/s & Reference:</i>	Nil

SUMMARY

The purpose of this report is to seek Council endorsement for the amalgamation of Morawa State Emergency Service (SES) and Volunteer Fire Service (VFS) branches.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Nil.

BACKGROUND INFORMATION

DFES have had discussions with members of the Morawa State Emergency Service and Volunteer Fire Service branches regarding amalgamation of the 2 branches.

The reasons for the proposed amalgamation of the Morawa SES and VFS are a lack of volunteer numbers. Both organisations have acknowledged that they have insufficient members to match their respective profiles. Once amalgamation has occurred they will be able to meet the requirements of both roles. Currently the Morawa SES are responsible for Road Crash Rescue but don't have sufficient members to carry out the role without the VFS attended with them.

OFFICER'S COMMENT

There are seen to be administrative and operational efficiencies in an amalgamation.

COMMUNITY CONSULTATION

DFES have had discussion with volunteers of SES and VFS branches.

COUNCILLOR CONSULTATION

Not Applicable

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Endorse the amalgamation of the Morawa State Emergency Service and the Morawa Volunteer Fire Service.

7.2.5.2 Correspondence

Nil

7.2.5.3 Information Bulletin

Nil

8. New Business of an Urgent Nature

Nil

9. Applications for Leave of Absence

Nil

10. Motions of Which Previous Notice Has Been Given

Nil

11. Questions from Members without Notice

Nil

12. Meeting Closed

12.1 Matters for which the meeting may be closed

12.2 Public reading of resolutions that may be made public

13. Closure

The Shire President closed the meeting at 6:46pm.

.....**Presiding Person**

14. Next Meeting

Ordinary Meeting 19 October 2016