



AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD ON

THURSDAY, 22 June 2017

5.30^{PM}

SHIRE COUNCIL CHAMBERS

Note: At 5.00pm there will be a briefing from Alan Stewart, Director, Stewart Urban Planning regarding the Tilley Siding Planning Application



**WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY**

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DISCLAIMER

INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

THE RECOMMENDATIONS CONTAINED IN THIS AGENDA ARE OFFICERS RECOMMENDATIONS ONLY AND SHOULD NOT BE ACTED UPON UNTIL COUNCIL HAS RESOLVED TO ADOPT THOSE RECOMMENDATIONS.

THE RESOLUTIONS OF COUNCIL SHOULD BE CONFIRMED BY PERUSING THE MINUTES OF THE COUNCIL MEETING AT WHICH THESE RECOMMENDATIONS WERE CONSIDERED.

MEMBERS OF THE PUBLIC SHOULD ALSO NOTE THAT THEY ACT AT THEIR OWN RISK IF THEY ENACT ANY RESOLUTION PRIOR TO RECEIVING AN OFFICIAL WRITTEN NOTIFICATION OF COUNCILS DECISION.

**SEAN FLETCHER
A/CHIEF EXECUTIVE OFFICER**

COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee to examine subjects and then report to Council.
3. Generally all meetings are open to the public, however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next meeting of Council.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant** or **in common with a significant number of electors** or **ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the Chairman of meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to Councillors within the requirements of the Local Government Act 1995, ie seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration. The Agenda closes the Monday week prior to the Council Meeting (ie ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Morawa Shire offices seventy two (72) hours prior to the meeting and the public are invited to secure a copy.
8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda.
9. Public Question Time – Statutory Provisions – Local Government Act 1995.
 1. Time is to be allocated for questions to be raised by members of the public and responded to at:
 - (a) Every ordinary meeting of a council; and
 - (b) Such other meetings of councils or committees as may be prescribed

Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at Certain Meeting - s5.24 (1) (b)

Local Government (Administration) Regulations 1996

- Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:
- (a) every special meeting of a council; and
 - (b) every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

- Reg 6 (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is fifteen (15) minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

Local Government (Administration) Regulations 1996

- Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:
- (a) by the person presiding at the meeting; or
 - (b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of members,
- having regard to the requirements of sub regulations (2) and (3).
- (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.
- (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.
- (4) Nothing in sub regulation (3) requires:
- (a) A council to answer a question that does not relate to a matter affecting the local government;
 - (b) A council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
 - (c) A committee to answer a question that does not relate to a function of the committee.

10. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Morawa Shire Offices within ten (10) working days after the Meeting.

**DECLARATION OF
FINANCIAL INTEREST FORM**

TO: THE CHIEF EXECUTIVE OFFICER

AS REQUIRED BY SECTION 5.65 OF THE LOCAL GOVERNMENT ACT 1995,

I HEREBY DISCLOSE MY INTEREST IN THE FOLLOWING MATTERS OF

THE AGENDA PAPERS FOR THE COUNCIL MEETING DATED _____

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

DISCLOSING PERSON'S NAME: _____

SIGNATURE: _____ DATE: _____

NOTES:

- For the purpose of the financial interest provisions you will be treated as having a financial Interest in a matter if either you, or a person with whom you are closely associated, have a Direct or indirect financial interest or a proximity interest in the matter.
NB: it is important to note that under the Act you are deemed to have a financial interest in a matter if a person with you are closely associated has financial interest or proximity interest. It is not necessary that there be a financial effect on you.
- This notice must be given to the Chief Executive Officer prior to the meeting.
- It is the responsibility of the individual Councillor or Committee Member to disclose a Financial interest. If in doubt, seek appropriate advice.
- A person who has disclosed an interest must not preside at the part of the meeting relating to The matter, or participate in, be present during any discussion or decision-making procedure relating to the matter unless allowed to do so under Section 5.68 or 5.69 of the Local Government Act 1995.

OFFICE USE ONLY:

- PARTICULARS OF DECLARATION GIVEN TO MEETING
- PARTICULARS RECORDED IN MINUTES
- PARTICULARS RECORDED IN REGISTER.

CHIEF EXECUTIVE OFFICER _____ DATED _____

SHIRE OF MORAWA
REQUEST FOR WORKS AND SERVICES

REPORT ON REQUESTS FOR WORKS AND SERVICES REQUIRING
ATTENTION BY THE CHIEF EXECUTIVE OFFICER OR DELEGATED TO
OTHER STAFF BY THE CHIEF EXECUTIVE OFFICER FOR ACTION.

*To the Chief Executive Officer,
I submit the following for consideration at the council meeting held*

On _____
Date

Chief Executive Officer

Received Date

Filed On: _____
Date

Item No:	Subject Matter	CEO Action
1.		
2.		
3.		
4.		
5.		
6.		

Councillors Name/Signature _____

Date: _____

OFFICE USE ONLY	TICK
1. Given to Chief Executive Officer	
2. Placed on Status/Information Report	
3. Action Recorded on Report	

1 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 B Collins	
Cr J M Coaker	
Cr D S Agar	
Cr M J Thornton	
Cr K P Stokes	

Mr S Fletcher	Acting Chief Executive Officer
Ms S Appleton	Executive Manager Development & Administration
Mrs W Gledhill	Manager of Accounting and Finance
Mr P Buist	Principal Works Manager

1.2 Apologies

1.3 Approved Leave of Absence

Cr D S Carslake has applied for an approved leave of absence from today's meeting. A council resolution is required.

1.4 Welcoming of Visitors to the Meeting

1.5 Announcements by the Presiding Member without Discussion

2 Public Question Time

2.1 Response to previous public questions taken on notice

2.2 Public question time

3 Declaration of Interest

Members are to declare financial, proximity and indirect interests.

4 Confirmation of Minutes of Previous Meetings

Ordinary Council Meeting – 18 May 2017

5 Public Statements, Petitions, Presentations and Approved Deputations

6 Method of Dealing with Agenda Business

7 Reports

7.1 Reports from Committees

Nil

7.2 Reports from the Chief Executive Officer

7.2.2 Manager Accounting and Finance

7.2.3 Executive Manager

7.2 Reports from the Chief Executive Officer

<i>Item No/ Subject:</i>	7.2.1 Status Report
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	13 June 2017 – Sean Fletcher
<i>Responsible Officer:</i>	Sean Fletcher – A/Chief Executive Officer
<i>Applicant/Proponent:</i>	Sean Fletcher – A/Chief Executive Officer
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	27 April 2017 (Last Update to Council)

SUMMARY

The Status Report in future will be available for the monthly Briefing Session. It will form part of the Information Bulletin that the Councillors receive each month for the Briefing Session.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Nil

BACKGROUND INFORMATION

The Status Report provides an update on the progress of matters that have come before Council for decision.

There is no Status Update for today's meeting.

In keeping with the Department's Guidelines regarding Council Meeting Agendas and Minutes, the Status Report will be available as a separate document for the Briefing Sessions in future.

OFFICER'S COMMENT

The author has looked at the Status Report and notes that there are very few matters outstanding.

Those matters that are over 12 months old that require resolution include:

- The Gateway Project;
- Climate Change Risk Assessment & Adaption Plan;
- Proposal to Reallocate Solar Thermal Feasibility Funding.

Those matters that have had action within the last 12 months include:

- 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; and
- Design plans and costs estimates to be obtained for a relocated Evaside/Stephens Road intersection including constructed width and height of the road and intersection.

An update regarding most of the above matters is provided on these matters as part of the briefing session process.

The report for the update on the Integrated Planning and Reporting Process will also be treated the same way in future.

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).
The Preparation of Agendas and Minutes - A Guide for Western Australian Local Governments

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 May 2017.

<i>Item No/ Subject:</i>	7.2.1.2 Feedback to Zone on Proposed Changes to Local Government Act
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	13 June 2017 – Sean Fletcher
<i>Responsible Officer:</i>	A/Chief Executive Officer – Sean Fletcher
<i>Applicant/Proponent:</i>	A/Chief Executive Officer – Sean Fletcher
<i>File Number:</i>	Nil
<i>Previous minute/s & Reference:</i>	Nil

SUMMARY

This item considers the report by CEOs and Senior Staff regarding the legislative burden, regarding the Local Government Act, submitted to the April Northern Country Zone meeting. There were some 25 or more items put forward.

Accordingly, the author has recommended that the Shire:

1. Advises the Northern Country Zone that it has considered the report by the CEOs and Senior Staff regarding the legislative burden submitted to the April 2017 Zone meeting.
2. Believes that it would be far more appropriate to form a working group of the Zone:
 - a. Once the Minister for Local Government has announced the review of the Local Government Act; and
 - b. To respond to the scope of the review for the Zone's consideration.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

7.2.1.2A Items for Discussions Northern Country Zone

BACKGROUND INFORMATION

At the Northern Country Zone (NCZ) meeting held on the 20 February 2017 concern was expressed regarding the increasing legislative burden placed on local government authorities. The burden was described as:

- A combination of the plethora of additional legislative impost being introduced;
- The existing superfluous legislation already in place; and
- The interpretation of the legislation by the executive arm of government on how the requirements of the Act and Regulations should be implemented.

As a result of the discussion at the NCZ meeting, the CEOs were requested to develop a list of legislative burdens to be presented back to the Zone for consideration on further action. The CEOs (and other Senior Staff) met on the 9 March 2017 and compiled a list of agreed legislative burden issues. Garry Keeffe, CEO Shire of Northampton took the lead on the issue and compiled the CEO's consensus list (Please note, the author has not seen the list).

At the April Zone meeting, the author notes in the minutes that the Zone considered the report by CEOs and Senior Staff regarding the legislative burden. There were some 25 or more items put forward. An extract from the Zone April minutes states that:

Discussion ensued as to whether the item can be presented as a resolution by the Northern Country Zone of WALGA or best served as a recommendation from the LGMA and the resolution from the two local governments (Chapman Valley and Perenjori) seeks action which is beyond the financial capacity of the Zone. It was also pointed out that the newly appointed Minister for Local Government was seeking an urgent review of the Local Government Act to which all parts of the local government sector would be invited to have input. Questions were raised as to why a number of NCZ members local governments had not had this item presented to their respective meetings to allow that Council to have comment and input into the recommendations.

Cr. Simkin suggested that the items 13.1 and 13.2 be held over to the June meeting to allow all NCZ member to be aware of the suggested recommendations and to be able to have input into the discussions. It was so resolved by the meeting that this action be taken.

In short, all member local governments were required to put their respective position regarding the list to the April Zone meeting. I understand, or from what I can see, the majority did not submit their position at this meeting, hence Cr Simkin's suggestion that the matter is held over until the June Zone meeting (Monday 26 June 2017). Regrettably, the author is not available for this meeting.

In order to assist Council with this matter, the author provided his advice on the items under consideration at Council's June Briefing Session.

OFFICER'S COMMENT

The following table is an assessment of the submission made to the Zone at the April meeting:

Item	Description - Legislation	Issue	Advice
1	Part 6 & Financial Management Regs. – Financial Ratios	<ul style="list-style-type: none"> FAGS not included in ratios; FAGS provided to improve financial resourcing of LGS; FHI should take FAGS into account; Implement alternative ratios 	<ul style="list-style-type: none"> FAGS are unconstitutional Does not contradict Commonwealth legislation Do not support recommendation as further work is needed on the Zone's position re what the alternative ratios should be
	Reg 17A Financial Management Regs – Asset Revaluations	Change from 3 Years to 5 Years: <ul style="list-style-type: none"> Alternatively use SAT Bands i.e. size of local government 	<ul style="list-style-type: none"> IPR is based on Queensland and NSW models KISS – SoM supports 5 year revaluations SoM supports valuation of all assets as this assists with LOS and maintaining the condition of the assets
2	Section 2.1, Schedule 2.1; Constitution Reg. Provisions about creating, changing the boundaries of, and abolishing districts. The Poll Provisions	The previous government considered merging local governments through using a boundary adjustment methodology i.e. pulling the boundary of one local government over the top to the other side of the affected district	<ul style="list-style-type: none"> SoM does not support: <ul style="list-style-type: none"> LGAB would not arbitrarily undertake this as a methodology; Furthermore, cannot be directed by the Minister to do so
3	Section 2.1, Schedule 2.1; Constitution Reg.	<ul style="list-style-type: none"> Affects those with wards +/- 10% Argues that the ratio should take into account: <ul style="list-style-type: none"> Financial linkage 	SoM does not support - Comes across as a ward accounting approach which is not allowed
4	Section 2.31 – Resignation of Elected Member	<ul style="list-style-type: none"> Emailed resignation is included as undisputed proof of resignation; Act currently says written notice signed and dated 	SoM does not support: <ul style="list-style-type: none"> Trifling issue; In law, an email is acceptable: <ul style="list-style-type: none"> Electronic signature Has a date
5	Division 2 – Subdivision 1 & Function & General Regs. Local Laws made under the Act	<ul style="list-style-type: none"> Local Laws process is extremely complex and difficult – requires simplification 	SoM supports in part: <ul style="list-style-type: none"> It is a matter of time, rather than complexity;

			<ul style="list-style-type: none"> • Training is in place (e.g. WALGA) to ensure staff understand process; • Checklists are also in place (DLGC); • Have process included in Regulations: <ul style="list-style-type: none"> • Calls up industry guideline; • Note: JSCDL will not like this approach
6	Section 3.53 – Control of certain unvested facilities	<ul style="list-style-type: none"> • Remove Section 3.53 or • LG can rate this land (it is Crown Land) or has the capacity to seek reimbursement for costs 	SoM supports the ability to rate Crown Land or receives some financial recognition for managing property on behalf of the State
7	Part 4 – Elections & Other Polls (Section 4.62) & Election Regs	It is an added expense to have staff sitting at a polling place all day for limited or no votes collected	<ul style="list-style-type: none"> • For every election – <u>one</u> polling place is required to be open between 8am – 6pm • SoM does not support the removal of this requirement re postal voting – it is undemocratic
8	Sub-division 4 – Electors Meetings	<ul style="list-style-type: none"> • A LG should have a choice to conduct the Annual EM • Remove that AEM must be held 56 days after accepting the Annual Report • Remove that minutes are to be presented at the next OCM 	<p>SoM view is that the LG is a Body Corporate:</p> <ul style="list-style-type: none"> • AEM is a democratic right. Look at how it can be done differently e.g. electronically, on-line etc.; • Agree that 56 days is too short. Perhaps it should be 91 days; • Do not support minutes presented within 3 meetings. CEOs need to be better organised re timing
9	Section 5.37 – Senior Employees	<ul style="list-style-type: none"> • Council may accept or reject CEO's recommendation to engage a senior employee; • Also regulates how the position is advertised and contracted 	<ul style="list-style-type: none"> • The narrow interpretation is that Council can only accept or reject if it is concerned that there may be an issue of <u>nepotism</u>; • This section has caused ongoing confusion • SoM supports the removal of Section 5.37
10	5.38 – Annual Review of Certain Employees performances	<ul style="list-style-type: none"> • Staff matters are the prerogative of the CEO i.e. operational; 	<ul style="list-style-type: none"> • Performance reviews are controversial in themselves:

		<ul style="list-style-type: none"> • It's a nonsense to review the performance of staff in small local governments as the senior staff are predominantly aware of staff performance; • Senior staff have a performance review stipulated in their contracts 	<ul style="list-style-type: none"> • Research shows 50/50 support for the performance review process; • CEOs at least should have performance measured in some way; • Performance appraisal is a better mechanism (remuneration is not linked) • SoM position is that this matter is considered as part of the LG Act review
11	Section 5.56 – Planning for the Future - IPR	<ul style="list-style-type: none"> • IPR is too onerous - SCPs in Queensland have been abolished • CBP and WFPs are superfluous • It is the DLGC's guidelines that introduce the complexity 	<ul style="list-style-type: none"> • QLD has key elements still in place; • Still maintained in NSW – Has a good toolkit in place; • SoM position is that the IPR Guidelines should be revisited. However, all plans should be maintained
12	Division 9 – Rules of Conduct Regulations	<ul style="list-style-type: none"> • The penalties for breaches by elected members should be reviewed 	<ul style="list-style-type: none"> • The recommendation does not provide what it considers appropriate; • The effectiveness of the system does need a review; • SoM position is that this matter is considered as part of the LG Act review
13	Section 6.33 & 6.36 – Imposition of Differential Rates	<ul style="list-style-type: none"> • Differential rating is unwieldly • An easier process is required – similar to other states; • A completed review is required of the rating system 	<ul style="list-style-type: none"> • SoM position is that a review of differential rating is required; • Other rating matters should have a longer term review period applied; • Rate capping is not an option
14	Admin Reg 10 – Revoking a Decision	<ul style="list-style-type: none"> • The process is cumbersome; • Remove the notice of motion requirements for it to be signed 	<ul style="list-style-type: none"> • Recommendation is incorrect. Not all EMs are required to sign the rescission motion; • SoM position is that a proposal is still required to rescind a motion
15	Admin Reg 14A – Attendance by telephone etc.	<ul style="list-style-type: none"> • 150km distance is unrealistic; • Distance is not an issue due to current technology in place 	<ul style="list-style-type: none"> • The recommendation does not go far enough; • SoM position is that in addition to the removal of the 150km

			<p>restriction, the definition of townsite should be changed:</p> <ul style="list-style-type: none"> • The definition restricts the place of attendance to WA only; • Townsite should in fact be replaced by suitable venue e.g. place of residence
16	Admin Reg 18F – Remuneration and Benefits of CEO to be advertised	<ul style="list-style-type: none"> • Is this regulation required now that SAT determines the benefits for a CEO 	SoM position – Agreed. The requirement to advertise can now be dropped
17	Audit Reg 15 – Compliance Annual Return	<ul style="list-style-type: none"> • Remove the requirement to do the CAR each year; • Why must it go to the Audit Committee; • Why are Audit Committees required when the whole of Council can undertake the same role 	<ul style="list-style-type: none"> • The recommendation shows a lack of understanding around governance and risk in general; • The Act only requires an annual audit. Most, including Morawa have an interim audit. Both audits do pick up CAR matters; • To be consistent with the requirements of a body corporate – an audit committee should be in place
18	Audit Reg 17 – CEO to review certain systems and procedures	<ul style="list-style-type: none"> • CEO is to review appropriateness of systems and procedures; • Considered onerous and costly due to using outside help • Why does it need to go to the Audit Committee then Council; • Level of compliance should be based on SAT bands and DLGC's expectations need to be amended so that reviews are done in-house 	<ul style="list-style-type: none"> • It is up to the CEO re how they report to the Audit Committee on this matter i.e. whether they use external assistance or not; • LGIS, Moore Stephens and others do provide assistance in this space; • WALGA through the LG Act Advanced course show officer's how to develop a compliance health check; • SoM advice is that this is a non-issue. As an organisation a local government should have a governance risk framework in place
19	Annual Reports	<ul style="list-style-type: none"> • Content of the report should be based on SAT band; • Are they really needed as few electors read the Annual Report 	<ul style="list-style-type: none"> • The content of the report must contain certain information; • The format and size is left up to each local government;

			<ul style="list-style-type: none"> • An annual report for a body corporate is one of the cornerstones of openness and transparency; • SoM's position is that annual reports are retained
20	Annual Financial Reporting	<ul style="list-style-type: none"> • One size fits all approach re annual financial and corporate business planning process; • Should be a tiered process similar to company reporting 	<ul style="list-style-type: none"> • In practice each local government has a tiered process in place; • SoM's position is that this is a non-issue
21	Annual Returns	<ul style="list-style-type: none"> • Respondents to have the ability to declare no change from the previous year; • 1 page is then kept instead of 4 	This is a non issue
22	Tender Regulations	<ul style="list-style-type: none"> • Road building materials should be exempt in line with fuels and oils; • Concern that the auditors and DLGC are interpreting the \$150,000 threshold to go over 1, 2, 3 or more financial years; • Should be per financial year or per project 	<ul style="list-style-type: none"> • Current DLGC advice is that \$150,000 is for no more than a three year period; • Road building materials can be obtained through the WALGA preferred supplier list; • SoM position is that no change is required here (Although the tender threshold should be higher)
23	Section 3.58 – Disposal of Property	LG must still advertise (submissions) even if it has gone through a private treaty process	<p>This is a non issue if followed properly:</p> <ul style="list-style-type: none"> • Two week notice period; • Consideration of submission
24	Exemption of Rates	<p>Change to allow Council to decide exemptions re:</p> <ul style="list-style-type: none"> • Type of charitable organisation; • Any other organisation e.g. CBH 	<ul style="list-style-type: none"> • SoM position is that better guidelines are put in place regarding charitable organisations (based on legally accepted principles – common law adopted by SAT and others); • CBH is allowed to offer an ex-gratia payment. There should be some negotiation around this
25	Financial Workshops	DLGC should be assisting local government rather than acting as a policeman all the time:	<ul style="list-style-type: none"> • The Department does provide templates i.e. there is the Local Government

		<ul style="list-style-type: none"> • Provide templates etc. rather than rely on Moore Stephens training • Issue reminder notices; • One person usually manages compliance; • Auditors should send the annuals document to DLGC 	Accounting Manual in place; <ul style="list-style-type: none"> • Moore Stephens and others provide training in this space and advice on the best way to use the templates; • The Department does issue reminders through circulars etc. It is clearly the CEO's responsibility to ensure compliance!!!; • Agree it may be helpful is the auditor sends through the final annuals to the Department
	General Approach	Compliance	A tiered approach should be in place regarding the size and capacity of local governments SoM position is that perhaps the Department should provide better clarity around what is acceptable for small, medium and large local governments

Conclusion

It is the author's considered opinion that, in the first instance, the advice provided by Mr Fletcher and the position of the officer's that compiled the original proposal regarding the changes to the Local Government Act, is too far apart.

Ultimately, the author has not agreed with the majority of issues raised by the officers. Of the handful of matters agreed with (items 6, 9 and 16), they are in the main, not key matters except for item 9. Then there are the remaining matters that the author has only agreed with in part i.e. items 5, 10, 12, 13 and 24.

At the end of the day, given the nature of the issues identified and the assessment of the comments provided by the officers, it is clear that there is a need for a review of the Local Government Act, its regulations and even some of the departmental guidelines.

In the author's view, if the Zone is serious about a review of the Act and associated requirements, that it forms a working group of elected members and officers once the Minister for Local Government announces the shape and form of the legislative review.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Briefing Session 13 June 2017

STATUTORY ENVIRONMENT

The Local Government Act 1995

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Shire of Morawa:

1. Advises the Northern Country Zone that it has considered the report by the CEOs and Senior Staff regarding the legislative burden submitted to the April 2017 Zone meeting.
2. As a result of this consideration, believes that it would be far more appropriate to form a working group of the Zone:
 - a. Once the Minister for Local Government has announced the review of the Local Government Act; and
 - b. To respond to the scope of the review at that time for the Zone's consideration.

ITEMS FOR DISCUSSION

Item	Description	Comments
1	Part 6 & Financial Management Regs. - Financial Ratios	<p>All Ratios need to be reviewed, specifically the inclusion of FAGS revenue into the ratios.</p> <p>Currently FAGS are not included, which reflects poorly on LGAs. As stated under section 3 of the <i>Local Government (Financial Assistance) Act 1995</i> the Australian Government provides financial assistance for local government purposes by means of grants to the states and self-governing territories for the purpose of improving:</p> <ul style="list-style-type: none"> • <i>The financial capacity of local governing bodies;</i> • <i>The capacity of local governing bodies to provide their residents with an equitable level of services;</i> • <i>The certainty of funding for the local governing bodies;</i> • <i>The efficiency and effectiveness of local governing bodies; and</i> • <i>The provision, by local governing bodies, of services to Aboriginal & Torres Strait Islander communities.</i> <p>For the DLGC to determine the FAG revenue should form part of the LGA ongoing recurrent revenue (similar to rates, fees and charges, etc.) is ludicrous and contradicts Commonwealth legislation.</p> <p>Recommend that rather than change the ratios, the Financial Health Indicator should take the FAGs into account. Suggestions for alternative ratios to be considered. In addition the Zones raise it as a concern on the manner in which ratios are calculated</p>
	Reg 17A Financial Management Regs	<p>17A. Assets, valuation of for financial reports etc.</p> <p>(1) <i>In this regulation —</i> <i>fair value</i>, in relation to an asset, means the fair value of the asset measured in accordance with the AAS.</p> <p>(2) <i>Subject to subregulation (3), the value of an asset shown in a local government's financial reports must be the fair value of the asset.</i></p> <p>(3) <i>A local government must show in each financial report —</i></p> <p>(a) <i>for the financial year ending on 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and</i></p> <p>(b) <i>for the financial year ending on 30 June 2014, the fair value of all of the assets of the local government —</i></p>

		<p>Asset Revaluations (Fair Value) – Remove the need for assets (i.e. Building; Plant & Infrastructure) to be revalued every three years.</p> <p>In most small LGAs this is an excessive cost to the Rate payers, when values do not vary much (if at all). This also distorts the Financial Statements as values (particularly Infrastructure Assets) can change significantly as this is subject to the individual Valuer.</p> <p>Recommend that Asset Revaluations only be required to be undertaken every five years, as is the Queensland requirement.</p> <p>If five years is not to be considered then an alternative recommendation is that the Salaries Administrative Tribunal bands be used, ie if in Band 4 only require revaluation every “x” amount of years</p> <p>Recommend that it is questionable the benefit of valuing assets which cannot be sold and infrastructure of assets. Does not give a true reflection of the Councils financial situation as the value of these assets only inflates the financial position but in reality those assets cannot be sold</p>
2	Section 2.1, Schedule 2.1; & Constitution Reg. - Provisions about creating, changing the boundaries of, and abolishing districts	<p>Amend legislation to ensure poll option is required for boundary adjustment if required by an affected local government authority.</p> <p>The issue is that Clause 8 of Schedule 2.1 only allows poll provisions for the amalgamation of two or more districts, not for boundary adjustments.</p> <p>The argument is a district(s) could be merged with its neighbour simply by adjusting boundaries and not wholesale amalgamation of two districts.</p> <p>Local Governments have been stalked in the past on such boundary adjustment concepts however there is no poll provisions allowed under the legislation in such instances.</p> <p>Recommendation is that Schedule 2.1 needs to be amended to ensure any LGA with boundary adjustments being imposed or suggested, that they have the right to poll their constituents as they do with an amalgamation.</p>

3	Section 2.1; Schedule 2.2; & Constitution Reg. - Ward Representation	<p>The current State Government position of +/- 10% of Electors to Elected Members is unfair when the rate/revenue contribution of the various area of LG district is not taken into account as well.</p> <p>Unable to determine if the ratio is set by legislation, which sets the +/- 10% ratio and believe this is simple a position of the State Government, probably at the recommendation of Executive Government, which has then been a direction to the Local Government Advisory Board.</p> <p>In the Shire of Somewhere as an example the Electors are approximately 50:50 under the current Ward system, whereas the rate revenue is significantly weighted to the UV areas (i.e. 82% UV – v – 18% GRV).</p> <p>It is being suggested the Rate Revenue only should be the basis of revenue source of an LGA and the WALGGC population ratio linked to FAGS revenue would also need to be included into the calculations.</p> <p>A combination of a number of criteria needs to be included as part of the Ward Representation ratio rather than just using the Electors – v – Elected members in isolation.</p> <p>Regional & remote LGAs opposed the State at the time they introduced the <i>One Vote – One Value</i> procedure for establishing State Electoral boundaries, yet we did not fight against the same concept for our own Ward Boundary representation, which is based on the same concept.</p> <p>Recommend that the appropriate body, be it the DLGC or WALGA investigate the possibility of a criteria being developed to accommodate the above</p> <p>Note this is not legislated but a directive. In addition the calculating of rate revenue as a basis is not in keeping with the definition of “electors”</p>
4	Section 2.31 – Resignation of Elected Member	<p>Section 2.31 (3) requires</p> <p><i>Written notice of resignation is to be signed and dated by the person who is resigning and delivered to the CEO.</i></p> <p>Recommendation that this section be amended to reflect an emailed resignation with undisputed proof the email is from the Elected Member should satisfy the requirements of being a signed & dated resignation delivered to the CEO.</p>

5	Division 2– Subdivision1& Functions & General Regs. – Local Laws made under the Act	<p>The Local law process is extremely complex and difficult. This whole area needs to be reviewed to simplify the process of adopting new and/or reviewing existing local laws.</p> <p>Recommend that the DLGC undertake a comprehensive review with industry input on the process in reviewing Local Laws. The process needs simplification and an alternative needs to be established and considered by the sector.</p>
6	Section 3.53 – Control of certain unvested facilities	<p>Section 3.53(2) states:</p> <p><i>“A local government is responsible for controlling and managing every <u>otherwise unvested facility</u> within its district unless subsection (5) states that this section does not apply.”</i></p> <p>The interpretation of <u>otherwise unvested facility</u> in the Act is:</p> <p><i>“otherwise unvested facility means a thoroughfare, bridge, jetty, drain, or watercourse belonging to the Crown, the responsibility for controlling or managing which is not vested in any person other than under this section.”</i></p> <p>The issue with this legislation is the LGA is responsible for all unallocated crown land (e.g. fire control, removal of abandoned vehicles, etc.)</p> <p>Recommend that this section needs to be removed or, if LGAs are to remain responsible for this land then they should be able to either rate the Crown or seek reimbursement of costs from the crown for works that are required.</p>
7	Part 4 – Elections & Other Polls (Section 4.62)& Election Regs	<p>If an LGA is conducting a Postal Election or Referendum then the need to man a Polling Place on the day of the Election/Referendum should be removed.</p> <p>It is an added expense to have the WAEC & staff sitting at a Polling Place all day for limited or no votes collected.</p> <p>The Counting of Votes should still be held after 6pm on the election/referendum day.</p> <p>Recommend that the requirement to man a polling place when undertaking an election by postal vote be removed.</p>

8	Subdivision 4 – Electors Meetings	<p>Amend this legislation to allow a LGA to determine if they want (or don't want) to conduct an Electors Meeting.</p> <p>Remove set number of days (i.e. 56) a LGA must hold an Electors meeting after accepting the Annual Report.</p> <p>Remove requirement for Minutes of an Electors meeting having to be presented to the <i>first ordinary meeting after the Electors Meeting</i>. This is not always possible. Perhaps state the minutes need to go to Council no more than three meetings after the Electors meeting being held.</p> <p>Recommend that the above changes be undertaken</p>
9	Section 5.37 – Senior Employees	<p>Remove section 5.37(2) regarding:</p> <p><i>“...and the council may accept or reject the CEO’s recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.”</i></p> <p>This does not make sense and the CEO should only be required to advise Council of his/her decision to employ/dismiss a Senior Employee.</p> <p>Also remove sections 5.37(3) & (4A) i.e.</p> <p>(3) <i>Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.</i></p> <p>(4A) <i>Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.</i></p> <p>The way the CEO advertises and fills any position (senior or not) should be considered operational and be at the discretion of the CEO.</p> <p>Recommend that the above changes be undertaken</p>

10	5.38. - Annual review of certain employees' performances	<p>Section 5.38 states</p> <p><i>The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.</i></p> <p>It is interpreted that this requires all employees to be reviewed annually. In smaller local authorities it appears to be a non sense to have this requirement. Senior staff/supervisors predominantly know the performance of all employees due to their close working relationship with them. Further this legislative requirement is again regulating an operational process and reviews should be at the discretion of the individual LGA.</p> <p>For CEO and Senior Employees, they have performance reviews stipulated in their contracts.</p> <p>Recommend that this section be deleted as is an operational matter and should not be legislated.</p>
11	5.56. Planning for the future -Integrated Planning & Reporting	<p>The current requirements for Integrated Planning & Reporting (IPR) are too onerous, specifically for smaller LGAs with limited resources.</p> <p>The most recent review undertaken by the DLGC has only exacerbated the resource requirements on LGAs to review their IPR.</p> <p>There must be different levels of requirements placed on LGAs of different sizes & resource capacity. The current IPR set up has resulted in smaller LGAs having to increase rate revenue to obtain external services/consultants to step these LGAs through the process.</p> <p>Long Term Financial Plans and Asset Management Plans linked to basic Strategic Community Plans is all that should be required.</p> <p>Corporate Business Plans & Workforce Plans are superfluous.</p> <p>Agreed, however it was noted that it is not the actual legislation but the Department and their one size fits all 'guidelines' that are the problem. Guidelines using 'banding' to reflect capacity of local governments would be better. Noted that Strategic Community Plans legislation in Queensland was abolished as the plans were unrealistic and unachievable financially for many rural local governments</p> <p>Also a concern that directives coming from DLGC are telling LG what they should do. It's a LG decision not the DLGC.</p>

12	Division 9 & Rules of Conduct Regs. – Conduct of certain officials	<p>Penalties for breaches (other than a <i>serious breach</i>) under the Act and Code of Conduct need to be harsher as in instances this has not deterred an elected member for continuing a breach.</p> <p>5.110 Dealing with complaint of minor breach</p> <p>(5) If a standards panel finds that a council member has committed a minor breach, the standards panel is required to give the council member an opportunity to make submissions about how the breach should be dealt with under subsection (6).</p> <p>(6) The breach is to be dealt with by —</p> <ul style="list-style-type: none"> (a) dismissing the complaint; or (b) ordering that — <ul style="list-style-type: none"> (i) the person against whom the complaint was made be publicly censured as specified in the order; or (ii) the person against whom the complaint was made apologise publicly as specified in the order; or (iii) the person against whom the complaint was made undertake training as specified in the order; <p>or</p> <p>(c) ordering 2 or more of the sanctions described in paragraph (b).</p> <p>5.113. Punishment for recurrent breach</p> <p>If, on an allegation under section 5.112, the State Administrative Tribunal finds that a person committed a recurrent breach, it may make any of the orders described in section 5.117</p> <p>5.117. Punishment for serious breach</p> <p>(1) If, on an allegation under section 5.116(2), the State Administrative Tribunal finds that a person committed a serious breach, it may —</p> <ul style="list-style-type: none"> (a) order that — <ul style="list-style-type: none"> (i) the person against whom the allegation was made be publicly censured as specified in the order; or (ii) the person against whom the allegation was made apologise publicly as specified in the order; or
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		<ul style="list-style-type: none"> (iii) the person against whom the allegation was made undertake training as specified in the order; or (iv) the person against whom the allegation was made is suspended for a period of not more than 6 months specified in the order; or (v) the person against whom the allegation was made is, for a period of not more than 5 years specified in the order, disqualified from holding office as a member of a council; <p>Current penalties are to weak and lack consequence for inappropriate actions by Elected Members</p> <p>Recommend that the DLGC review all penalties for breaches under Rules of Conduct Regulations.</p>
13	<p>6.33. Differential general rates;</p> <p>6.36. Local government to give notice of certain rates; and</p> <p>Financial Management Regs.</p>	<p>Process of advertising and advertising intention to impose differential rates is unwieldy, specifically the timing issues and having to determine a rate in the dollar before the property revaluations are available. These rates are unavailable incorrect as it isn't possible to determine property valuation prior to Landgate releasing these figures, therefore making it necessary to report the rates variations in the Budget.</p> <p>An easier process needs to be introduced.</p> <p>Recommend that the DLGC undertake a complete review of the WA rating system make it comparable to the methodology of other States.</p>
14	Admin Reg. 10 - Revoking or changing decisions (Act s. 5.25(1)(e))	<p>Regulation 10 states:</p> <ul style="list-style-type: none"> (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported — <ul style="list-style-type: none"> (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or (b) in any other case, by at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover. (1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

		<p>(2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made —</p> <p>(a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or</p> <p>(b) in any other case, by an absolute majority.</p> <p>(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.</p> <p><i>[Regulation 10 amended in Gazette 31 Mar 2005 p. 1030.]</i></p> <p>It is questionable that a majority of local governments would follow the above process and would simply move a motion to revoke/change a motion. The process is cumbersome and needs to be changed.</p> <p>Recommend that Regulation 10 be amended to remove the notice to be signed by all elected members and simply require a Council to change or revoke a motion by a motion with an absolute majority to pass that motion.</p>
15	Admin Reg. 14A - Attendance by telephone etc. (Act s. 5.25(1)(ba))	<p>This section is too restrictive and needs to be relaxed (e.g. the 150km distance is unrealistic).</p> <p>14A. Attendance by telephone etc. (Act s. 5.25(1)(ba))</p> <p>(1) A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —</p> <p>(a) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and</p> <p>(b) the person is in a suitable place; and</p> <p>(c) the council has approved* of the arrangement.</p> <p>(2) A council cannot give approval under subregulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person (other than a</p>

		<p>person with a disability) who was not physically present was taken to be present in accordance with this regulation.</p> <p>(3) A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.</p> <p>(4) In this regulation —</p> <p>disability has the meaning given in the <i>Disability Services Act 1993</i> section 3;</p> <p>suitable place —</p> <p>(a) in relation to a person with a disability — means a place that the council has approved* as a suitable place for the purpose of this paragraph; and</p> <p>(b) in relation to any other person — means a place that the council has approved* as a suitable place for the purpose of this paragraph and that is located —</p> <p>(i) in a townsite or other residential area; and</p> <p>(ii) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;</p> <p>townsite has the same meaning given to that term in the <i>Land Administration Act 1997</i> section 3(1).</p> <p>With current technology local government should be embracing the opportunity to have Councillors participate, irrespective of distance or type of location (i.e. townsite).</p> <p>Recommend that the 150km limit be removed from regulation 14A.</p>
16	Admin Reg. 18F - Remuneration and benefits of CEO to be advertised	<p>The purpose of this regulation is questioned due to the remuneration of CEO's are set by the Salaries & Allowances Tribunal.</p> <p>Recommend that this section be deleted as serves no purpose in the governance of a LG</p>
17	Audit Reg. 15 - Compliance audit return	<p>Recommend this requirement be removed due to the plethora of other audits required.</p> <p>Agreed and question why it is a legislative requirement that it has to go to an Audit Committee</p>

		Further the actual legislative need for an Audit Committee is questioned when the whole Council can undertake the same role.
18	Audit Reg. 17 - CEO to review certain systems and procedures	<p>The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —</p> <ul style="list-style-type: none"> (a) risk management; and (b) internal control; and (c) legislative compliance. <p>This is onerous and should be removed or amended. Not sure why this would need to go to the Audit Committee then to Council. If retained then should go directly to Council with the Council then determines if any items raised needs further investigation and then putting this to the Audit Committee.</p> <p>In many instances the process is very onerous on the CEO and therefore external assistance is used which comes at a cost to the Council.</p> <p>Recommend that there should be different requirements for different 'bands' of local governments and DLGC's expectations need to be amended to allow reviews to be done in house.</p>
19	Annual Reports	Recommend that there should be different levels of requirements for different 'bands' of local governments Also question the actual need for them considering little are read by electors.
20	Annual Financial Reporting	<p>Currently there is a one size fits all model for the annual financial process and Corporate Business Planning Process. Could a scenario where there is a tiered process that requires a higher level of reporting for larger LG's, similar to the tiered approach that exists with company reporting.</p> <p>Recommend that the DLGC develop a "tiered" process on the level of reporting for each LG and on the level of compliance</p>
21	Annual Returns	Where a Councillor or designated employer has had no change to their previous Annual Return, they are required to place "No change" "nil" "none" within each box of the return. This does not occur in many cases and Auditors are determining that a Annual Return is not complete due to some boxes in the return have not been marked "none", "nil" or "no change."

		Recommend that the Annual Returns be changed to introduce the ability to declare 'no change from previous year' instead of having to mark every area. This will also assist in the storing of annual returns where only one page needs to be kept on record and not four as is the current case. This does not sound like an issue, however when you have a member that has been on Council for many years, the accumulation of four pages of an annual report does build up.
22	Tender Regulations	<p>Operating issues with current regulations, road building materials such as bitumen, asphalt and aggregate should be exempt as are fuel and oils.</p> <p>Recommend that road building materials should be exempt from Tender provisions</p> <p>Concern that auditors and the DLGC are interpreting the \$150,000 threshold can go over more than two, three or even more financial years which is an issue with the provision of some services, ie tyres from the one firm. Industry belief it only relates to a financial year</p> <p>Recommend that the \$150,000 threshold should be per financial year or per project if a project spans more than one financial year.</p>
23	Section 3.5.8 Disposal of Property	<p>Issue is that if a LG gets a Real Estate Agent to sell land on its behalf and that land is sold, then the LG still has to go through the advertising process</p> <p>Recommend be changed to allow disposal through real estate agent (without having to go through 3.58 advertising provisions, ie be an exemption) as advertising has been undertaken and the public are well informed of the proposal to sell.</p>
24	Exemption of rates	Recommend be changed to allow Council to decide whether or not to allow exemption to each 'charitable organisation' and any other organisation (eg CBH)
25	Financial Workshops	The Department needs to assist local government more rather than being a policeman all the time. One example is where the Department will send you a letter if you forget to supply them with a copy of the annual financials. Instead of waiting for the deadline they could be more helpful and send a reminder prior to the deadline. Most smaller LG's generally rely on one person to undertake this type of function, if they get sick or are on leave there is generally no one to do the role. Also the audit partner could send the annuals document when they advise the Department that the audit has been signed off.

		<p>Recommend that the Department should be providing templates for annual reports, budgets etc, instead of Councils having to pay Moore Stephens to attend workshops, receive templates. Generally the Department should have more of a focus on “helping”, not “policing”</p>
	General Compliance Requirements	<p>Many of the difficulties experienced are as a result of Departmental Guidelines/expectations as opposed to the actual Local Government Act 1995 and Regulations. It is recommended that a tiered approach towards compliance needs to be taken by the Department, and not apply a one size fits all as many smaller local governments do not have the staff or financial resources to ensure the compliance strictly in accordance with the DLGC expectations. It appears that DLGC go over and beyond what the actual legislative requirements are.</p>

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment – April 2017
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	10 June 2017 - Senior Finance Officer - Candice Smith
<i>Responsible Officer:</i>	Executive Manager Corporate & Community Services - Fred Gledhill
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services - 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 May 2017.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

7.2.2.1A List of accounts due and submitted to Council on 22 June 2017.

BACKGROUND INFORMATION

Local Government (Financial Management) Regulations 1996 – Reg 13

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

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 – Reg 13

POLICY IMPLICATIONS

Section 3 – Finance 3.6 Use of Corporate Credit Cards Policy

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.11 Risk Management Controls

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 9679 to EFT 9770 inclusive, amounting to \$465,437.27
- Municipal Cheque Payments Numbered 11701 to 11712 amounting to \$44,907.51; Cheques 3,4 and 5 were cancelled due to incorrect printing
- Municipal Direct Debit Payments Numbers DD5555.1 to DD5606.7 amounting to \$32,030.88
- Payroll for May 2017

03/05/2017 - \$48,990.91

17/05/2017 - \$52,043.08

7.2.2.1A Accounts Due for Payment May 2017

EFT9679	01/05/2017	BL & MJ Thornton Waste Removal Services	Waste removal / rubbish Collection 1-3-17 - 31/4/17	1	8,546.23
EFT9680	01/05/2017	Reliance Petroleum	Fuel Card purchases March 2017	1	717.51
EFT9681	01/05/2017	Bob Waddell & Associates Pty Ltd	Assistance with Annual Budget	1	2,838.00
EFT9682	01/05/2017	Id Consulting Pty Ltd	Annual Subscription	1	3,300.00
EFT9683	01/05/2017	Grant Woodhams	Chair MEITA Meeting	1	574.00
EFT9684	01/05/2017	Greenough Wild life & Bird Park	Excursion School Holiday Program	1	130.00
EFT9685	05/05/2017	Bitutek Pty Ltd	Bitumous spray works	1	173,943.69
EFT9686	05/05/2017	Australian Services Union	Payroll deductions	1	79.05
EFT9687	05/05/2017	Department of Human Services	Payroll deductions	1	547.17
EFT9688	05/05/2017	Karen Jeanette Chappel	Presidential Allowance and Sitting Fee January - March 2017	1	8,250.00
EFT9689	05/05/2017	Star Track Express	Freight	1	79.98
EFT9690	05/05/2017	WesTrac Equipment Pty Ltd	Parts	1	99.74
EFT9691	05/05/2017	S & K Electrical Contracting Pty Ltd	Caravan park work	1	665.50
EFT9692	05/05/2017	Canine Control	Ranger Services 20/04/2017	1	962.50
EFT9693	05/05/2017	Marketforce	Review of Local Laws Notice	1	1,530.41
EFT9694	05/05/2017	WA Local Government Association	Short course - Cr Collins	1	515.00
EFT9695	05/05/2017	Courier Australia	Freight paper office	1	15.76
EFT9696	05/05/2017	Austral Mercantile Collections Pty Ltd	Debt collection	1	3,506.89

EFT9697	05/05/2017	Geraldton Toyota	Service Rav 4 MAF	1	340.69
EFT9698	05/05/2017	Vidguard Security Systems	Monitoring fees 1/5/17-31/7/17	1	115.50
EFT9699	05/05/2017	Greenfield Technical Services	2017 Flood Damage Assessment and Claim Preparation	1	4,643.58
EFT9700	05/05/2017	Bob Waddell & Associates Pty Ltd	Assistance Fair Value	1	198.00
EFT9701	05/05/2017	Geraldton Mower & Repairs Specialists	Stihl Hedge trimmer	1	361.20
EFT9702	05/05/2017	Statewide Bearings	Parts	1	47.04
EFT9703	05/05/2017	Neverfail Springwater Limited	Monthly Cooler Rental	1	14.30
EFT9704	05/05/2017	WA Country Health Service - Midwest	Aged Care Water Bill	1	368.73
EFT9705	05/05/2017	Alinta Sales Pty Ltd	Power usage to 1/5/17	1	213.59
EFT9706	05/05/2017	Covs Parts Pty Ltd	Various Parts	1	492.36
EFT9707	05/05/2017	Mark & Bronwyn Thornton	Sitting Fee March 2017	1	2,000.00
EFT9708	05/05/2017	Ken Stokes	Sitting Fee March 2017	1	2,000.00
EFT9709	05/05/2017	Jane Coaker	Sitting Fee March 2017	1	2,000.00
EFT9710	05/05/2017	The Spectacle Hut	Reading glasses - Staff member to reimburse the Shire	1	529.00
EFT9711	05/05/2017	Dean Carslake	Sitting Fee and Deputy President March 2017	1	3,062.50
EFT9712	05/05/2017	Debbie Collins	Sitting Fee March 2017	1	2,000.00
EFT9713	05/05/2017	Darren S Agar	Sitting Fee March 17	1	2,000.00
EFT9714	05/05/2017	WBHO Civil	Cable locating	1	869.00
EFT9715	05/05/2017	GNC Concrete & Precast	Various Parts	1	5,665.00

EFT9716	05/05/2017	Colliers	Rent 1/5/17-31/5/17	1	423.85
EFT9717	09/05/2017	Australian Taxation Office	April BAS 2017	1	10,825.00
EFT9718	11/05/2017	Morawa News & Gifts	Stationary Purchases April 2017	1	419.50
EFT9719	11/05/2017	Star Track Express	Courier Costs	1	112.09
EFT9720	11/05/2017	BL & MJ Thornton Waste Removal Services	Waste Collection April 17	1	7,919.34
EFT9721	11/05/2017	Refuel Australia	Bulk Fuel, Oil and Card Purchases	1	6,679.90
EFT9722	11/05/2017	Canine Control	Ranger Services 2/5/17	1	962.50
EFT9723	11/05/2017	Courier Australia	Courier Costs May 17	1	52.71
EFT9724	11/05/2017	Wesfarmers Kleenheat Gas Pty Ltd	Rental and Maintenance of 2 Gas Bottles APR 2018	1	75.90
EFT9725	11/05/2017	Starick Tyres	New Tyres MAF RAV4	1	1,005.31
EFT9726	11/05/2017	Herrings Coastal Plumbing & Gas	Replace Electric Hot Water System	1	183.24
EFT9727	11/05/2017	IGA Morawa	IGA Account April 17	1	725.39
EFT9728	11/05/2017	Great Southern Fuel Supplies	Fuel Usage April 17	1	159.61
EFT9729	11/05/2017	Metro Count	6V Welder Pack	1	390.50
EFT9730	11/05/2017	Bonanza Inglewood	Paint Banners In Terrace	1	508.86
EFT9731	11/05/2017	Prestige Pty Ltd	Cleaning contract Week Ending 3 rd April to 5 th May 2017	1	8,262.50
EFT9732	11/05/2017	Herbert Edward Kenyon	Strip and Re Seal Hall Morawa	1	560.00
EFT9733	11/05/2017	Kulbardi Hill Consulting	Repair of Wildflower Country Orbs	1	154.00

EFT9734	11/05/2017	Strategic Teams	Professional Services- Acting CEO - 10/5/17-12/5/17	1	2,679.50
EFT9735	17/05/2017	DALLYWATER CONSULTING	Contract EHO work (onsite)	1	3,212.00
EFT9736	19/05/2017	Australian Services Union	Payroll deductions	1	79.05
EFT9737	19/05/2017	Department of Human Services	Payroll deductions	1	547.17
EFT9738	19/05/2017	Metal Artwork Creations	Prestige Handmade Solid WA Jarrah Desk Plaque Sean Fletcher	1	55.00
EFT9739	19/05/2017	IT Vision Australia Pty Ltd	Annual Licencing Fee Software 2017/2018	1	29,214.90
EFT9740	19/05/2017	McDonalds Wholesalers	Milk and Washing Liquid Caravan Park	1	51.85
EFT9741	19/05/2017	Leading Edge Computers Dongara & Geraldton	Error on Finance Printer	1	131.00
EFT9742	19/05/2017	Bitutek Pty Ltd	Bitumous Spray Seal Works	1	51,496.27
EFT9743	19/05/2017	Strategic Teams	Professional Services Sean Fletcher CEO Acting 19/5/17	1	4,400.00
EFT9744	19/05/2017	Seek	Advertisement Position Economic Development Manager	1	355.30
EFT9745	24/05/2017	Covs Parts Pty Ltd	Parts	1	1,579.15
EFT9746	24/05/2017	Herrings Coastal Plumbing & Gas	Check Stand Pipe back flow Morawa Perenjori Rd Koolanooka	1	676.50
EFT9747	24/05/2017	Morawa Rural Enterprises Two	Parts	1	29.70
EFT9748	24/05/2017	Safe Roads WA	Patch Morawa Three Spring Road and bitumen repairs	1	33,671.00
EFT9749	24/05/2017	Central West Concrete PTY LTD	Supply 2.8m3 Concrete	1	1,089.00
EFT9750	25/05/2017	DALLYWATER CONSULTING	Contract EHO work (on site) 25/05/2017 - 26/05/2017	1	2,596.00
EFT9751	25/05/2017	Strategic Teams	Acting CEO Morawa week ending 26th May 2017	1	4,400.00
EFT9752	31/05/2017	Strategic Teams	Acting CEO Morawa week ending 2 nd June 2017	1	4,400.00

EFT9753	31/05/2017	Star Track Express	Covs Parts to Morawa Depot	1	578.09
EFT9754	31/05/2017	J.R. & A. Hersey Pty Ltd	2 x Long arms	1	247.50
EFT9755	31/05/2017	Kats Rural	Clothesline and Cistern Repair	1	1,089.28
EFT9756	31/05/2017	Moore Stephens	Provision of Long Term Financial Planning Services	1	767.25
EFT9757	31/05/2017	Morawa Traders	Sundowner Supplies – Winter Sports	1	569.82
EFT9758	31/05/2017	Everlastings Guest Homes Morawa	Catering Morning Tea and Sundowner - CEO send-off	1	580.00
EFT9759	31/05/2017	S & K Electrical Contracting Pty Ltd	Property certification and inspections of smoke alarms and RCD's	1	3,225.43
EFT9760	31/05/2017	WA Local Government Association	Special Breakfast with Hon David Tepmleman - Karen Chappel	1	50.00
EFT9761	31/05/2017	Courier Australia	Various Courier Charges	1	412.70
EFT9762	31/05/2017	Shire of Three Springs	Shared Community Emergency Services Manager 1/1/17-31/3/17	1	3,741.27
EFT9763	31/05/2017	Staples	Staples Meter Reading 20/3/17-20/4/17	1	586.02
EFT9764	31/05/2017	Garpen Pty Ltd	Pressure Washer Parts	1	230.00
EFT9765	31/05/2017	Kats Rural	Various Parts	1	304.19
EFT9766	31/05/2017	Landmark Operations Limited	Various Parts	1	12.16
EFT9767	31/05/2017	S & K Electrical Contracting Pty Ltd	Various Light Maintenance and Repair	1	1,590.60
EFT9768	31/05/2017	Winchester Industries	Road Works Supplies	1	34,010.35
EFT9769	31/05/2017	Total Eden	Grundolf Dosing System	1	3,292.30
EFT9770	31/05/2017	Forpark Australia	Park Seats	1	844.80

11701	01/05/2017	Water Corporation	Water Usage 14 Feb-11th April	1	27,588.76
11702	05/05/2017	Synergy	Power Usage 16/2/17-19/4/17	1	10,585.75
11706	11/05/2017	Morawa Licensed Post Office Emmlee's	Postage Costs April 2017	1	510.68
11707	11/05/2017	Water Corporation	Water Usage 14/2/17 - 12/5/17	1	213.98
11708	11/05/2017	Synergy	Power Usage 3/4/17-2/5/17	1	4,105.20
11709	11/05/2017	Telstra Corporation Limited	Phone Usage 24/4/17-25/5/17	1	519.22
11710	31/05/2017	Synergy	Electricity Usage 18/4/17-16/5/17	1	242.40
11711	31/05/2017	Telstra Corporation Limited	Phone Charges 2/5/17 -1/6/17	1	1,055.72
11712	31/05/2017	Elgas Limited	Service Charge 2 Bottles Solomon Terrace	1	85.80
DD5555.1	03/05/2017	WA Local Government Superannuation Plan	Payroll deductions	1	8,226.16
DD5555.2	03/05/2017	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	488.32
DD5555.3	03/05/2017	BT FINANCIAL GROUP	Superannuation contributions	1	300.94
DD5555.4	03/05/2017	MLC Nominees Pty Ltd	Superannuation contributions	1	222.87
DD5555.5	03/05/2017	Commonwealth Bank Group Super	Superannuation contributions	1	80.71
DD5555.6	03/05/2017	Concept One	Superannuation contributions	1	165.23
DD5555.7	03/05/2017	Australian Super	Superannuation contributions	1	214.53
DD5579.1	17/05/2017	WA Local Government Superannuation Plan	Payroll deductions	1	8,965.50
DD5579.2	17/05/2017	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	488.32
DD5579.3	17/05/2017	BT FINANCIAL GROUP	Superannuation contributions	1	300.94

DD5579.4	17/05/2017	MLC Nominees Pty Ltd	Superannuation contributions	1	222.87
DD5579.5	17/05/2017	Commonwealth Bank Group Super	Superannuation contributions	1	91.47
DD5579.6	17/05/2017	Concept One	Superannuation contributions	1	211.05
DD5579.7	17/05/2017	Australian Super	Superannuation contributions	1	214.53
DD5584.1	12/05/2017	BOQ Finance	Copier Lease May 2017	1	301.16
DD5586.1	01/05/2017	Westnet Pty Ltd	Internet May17	1	234.75
DD5603.1	05/05/2017	BankWest	Credit Card Payment May 2017	1	1,505.52
DD5606.1	31/05/2017	WA Local Government Superannuation Plan	Payroll deductions	1	8,254.72
DD5606.2	31/05/2017	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	488.32
DD5606.3	31/05/2017	BT FINANCIAL GROUP	Superannuation contributions	1	300.94
DD5606.4	31/05/2017	MLC Nominees Pty Ltd	Superannuation contributions	1	222.87
DD5606.5	31/05/2017	Commonwealth Bank Group Super	Superannuation contributions	1	103.58
DD5606.6	31/05/2017	Concept One	Superannuation contributions	1	211.05
DD5606.7	31/05/2017	Australian Super	Superannuation contributions	1	214.53

REPORT TOTALS

EFT	\$ 465,437.27
Cheque	\$ 44,907.51
Direct Debits	\$ 32,030.88
Payroll	\$ 101,033.99
Credit Card	\$ 1,505.52
TOTAL	\$644,915.17

Apr-17 – Paid in May 2017**Business Credit Card - John Roberts Bankwest MasterCard**

Date	Description	Accounts	Account Description	Amount	GST
				0.00	0.00
				0.00	0.00
			Total Purchases for J. Roberts	0.00	0.00

Business Credit Card - Fred Gledhill Bankwest MasterCard

Date	Description	Accounts	Account Description	Amount	GST
28/05/2017	Annual Fees	1146290.580	Bank fees	39.00	0.00
				0.00	0.00
			Total Purchases for F. Gledhill	39.00	0.00

Business Credit Card - Sam Appleton

Date	Description	Accounts	Account Description	Amount	GST
3/04/2017	ALCA Conference Flights - Chappel	1041070.520	Member Conference Expenses	401.92	36.54
4/04/2017	Gift Vouchers - Banners in the Terrace	1086050.520	Youth	104.95	9.54
10/04/2017	Gift Vouchers - Banners in the Terrace	1086050.520	Youth	200.00	18.18
12/04/2017	1 Year Subscription	1131020.521	Expenditure on Vermin Control	288.00	26.18
13/04/2017	Anzac Wreaths x 2	1042010.520	Public Relations	206.85	18.80
24/04/2017	Lodgement of lease cancellation	1126030.521	Aerodromes - other expenditure	165.80	15.07
28/05/2017	Annual Fees	1146290.580	Bank fees	99.00	0.00
					0.00

	Total Purchases for S.Appleton	1466.52	124.32
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	Total Fees and Charges	1505.52	124.32
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<i>Item No/Subject</i>	7.2.2.2 Reconciliations - April 2017
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	10 June 2017 Senior Finance Officer – Candice Smith
<i>Responsible Officer:</i>	Executive Manager Corporate & Community Services – Fred Gledhill
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services – 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 May 2017

Account	2017
Municipal Account #	\$567,257.50
Trust Account	\$13,484.29
Business Telenet Saver (Reserve) Account	\$3,353,829.09
WA Treasury O/night Facility (Super Towns) Account	\$735,314.37
Reserve Term Deposit (Community Development)	\$500,000.00
Reserve Term Deposit (Future Funds 1)	\$800,000.00
Reserve Term Deposit (Future Funds 2)	\$800,000.00

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 31 May 2017 with a comparison for 31 May 2016 is as follows:

Account	2016	2017
Municipal Account #	\$561,290.11	\$506,957.92
Trust Account	\$10,853.53	\$14,969.94
Reserve Account	\$6,024,609.68	\$6,189,143.46

RESERVE ACCOUNT

The Reserve Funds of \$6,189,143.46 as at 31 May 2017 were invested in:-

- Bank of Western Australia \$3,353,829.09 in the Business Telenet Saver Account and
- \$735,314.37 in the WA Treasury O/Night Facility
- Term Deposit (Future Funds 1) \$800,000.00
- Term Deposit (Future Funds 2) \$800,000.00
- Term Deposit (Community Development Fund) \$500,000.00

Breakdown for May 2017 with a comparison for May 2016 is as follows:

	2016	2017
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$5,238.86	\$79,901.95
Plant Reserve	\$928,134.60	\$1,029,177.91
Leave Reserve	\$281,304.37	\$289,758.69
Economic Development Reserve	\$107,901.40	\$109,205.61
Sewerage Reserve	\$123,915.17	\$146,168.83
Unspent Grants & Contributions Reserve	\$92,627.97	\$24,894.35
Community Development Reserve	\$1,374,891.96	\$1,186,916.95
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,191,554.29	\$2,153,296.93
Morawa Future Funds Interest Reserve	\$11,125.17	\$55,297.75
Aged Care Units Reserve Units 6-9	\$9,013.64	\$9,122.61
Aged Care Units Reserve Units 1-4	0	\$67,900.15
Aged Care Units Reserve Unit 5	0	\$54,506.86
Transfer Station Reserve	\$134,348.78	\$29,096.91
S/Towns Revitalisation Reserve	\$173,482.04	\$176,348.09
ST Solar Thermal Power Station Reserve	\$549,882.07	\$558,966.28
Business Units Reserve	\$41,189.36	\$61,903.95
Legal Reserve	\$0.00	\$15,162.55
Road Reserve	\$0.00	\$141,517.09
TOTAL	\$6,024,609.68	\$6,189,143.46

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*
- *\$106,179.00 from Transfer Station Funds to Municipal Fund less interest earned being for New Transfer Station. 31 October 2016*
- *\$200,000.00 from Community Development Fund to Municipal Fund being for contribution towards major works on Town Swimming Pool. 31 October 2016*
- *\$27,816.09 from Unspent Grant to Municipal Fund being for Cloud Chasing Grant Unspent EOY 15/16. 31 October 2016*
- *\$38,694.73 from Municipal Fund to Plant Reserve – 1st Quarter Asset Depreciation allocation as per Budget. 15 December, 2016.*
- *\$38,694.73 from Municipal Fund to Plant Reserve – 2nd Quarter Asset Depreciation allocation as per Budget. 30 March 2017*
- *\$54,409.15 from Municipal Fund to Aged Care Unit 5 – Transfer of money from Aged Care Account. 30 March 2017*
- *\$67,778.44 from Municipal Fund to Aged Care Units 1-4 – Transfer of money from Aged Care Account. 30 March 2017*
- **Investment Transfers**
- *\$500,000.00 from Community Development Fund to Term Deposit Community Development for 11 months and 30 days @ 3% interest*
- *\$800,000.00 from Future Funds to Term Deposit Future Funds1 for 11 months and 30 days @ 3% interest*
- *\$800,000.00 from Future Funds to Term Deposit Future Funds2 for 11 months and 30 days @ 3% interest*
- *\$500,000.00 from Municipal Funds to Term Deposit Municipal Account for 47 days @ 1.5% interest*

COMMUNITY CONSULTATION

NIL

COUNCILLOR CONSULTATION

NIL

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Section 3 – Finance 3.11 Risk Management Controls
Section 3 – Finance 3.4.3 Investment Policy – Delegated Authority

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.11 Risk Management Controls

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Receive the bank reconciliation report for 31 May 2017.

<i>Item No/Subject:</i>	7.2.2.3 Monthly Financial Statements – May 2017
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	10 June 2017 Candice Smith - Senior Finance Officer
<i>Responsible Officer:</i>	Executive Manager Corporate & Community Services - Fred Gledhill
<i>Applicant/Proponent:</i>	Senior Finance Officer Executive Manager Corporate & Community Services
<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

7.2.2.3A May 2017 Financial Activity Statement
A copy of the schedules is available if required.

BACKGROUND INFORMATION

Nil

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Receive the Statement of Financial Activity and the Variance Report for the period ending the 31 May 2017.



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

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SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

	NOTE	MAY 2017 Actual \$	MAY 2017 Y-T-D Budget \$	2016/17 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources	1,2						
Governance		31	0	10	31	0.00%	
General Purpose Funding		1,623,395	1,764,120	1,786,445	(140,725)	(7.98%)	
Law, Order, Public Safety		391,315	44,604	44,720	346,711	777.31%	▲
Health		3,201	6,000	8,000	(2,799)	(46.65%)	
Education and Welfare		33,105	40,976	45,500	(7,871)	(19.21%)	
Housing		187,738	50,754	142,711	136,984	269.90%	▲
Community Amenities		439,134	609,567	611,431	(170,433)	(27.96%)	▼
Recreation and Culture		261,183	90,866	346,031	170,317	187.44%	▲
Transport		4,729,925	3,580,540	3,591,841	1,149,385	32.10%	▲
Economic Services		137,042	180,722	192,699	(43,680)	(24.17%)	▼
Other Property and Services		104,843	73,079	123,722	31,764	43.47%	▲
		7,910,911	6,441,228	6,893,110	1,469,683	22.82%	
(Expenses)/(Applications)	1,2						
Governance		(375,345)	(385,111)	(485,349)	(375,345)	0.00%	
General Purpose Funding		(173,035)	(183,370)	(198,855)	10,335	5.64%	
Law, Order, Public Safety		(119,117)	(136,821)	(147,658)	17,704	12.94%	▼
Health		(130,776)	(142,864)	(154,150)	12,088	8.46%	
Education and Welfare		(160,301)	(272,098)	(299,878)	111,797	41.09%	▼
Housing		(148,870)	(76,544)	(178,753)	(72,326)	(94.49%)	▲
Community Amenities		(482,874)	(570,449)	(616,434)	87,575	15.35%	▼
Recreation & Culture		(1,051,510)	(1,055,869)	(1,143,712)	4,359	0.41%	
Transport		(5,004,132)	(1,627,154)	(1,769,563)	(3,376,978)	(207.54%)	▲
Economic Services		(375,229)	(585,270)	(628,406)	210,041	35.89%	▼
Other Property and Services		(21,169)	(22,019)	(29,715)	850	3.86%	
		(8,042,358)	(5,057,569)	(5,652,470)	(3,369,900)	59.02%	
Net Result Excluding Rates		(131,447)	1,383,660	1,240,640	(1,900,217)		
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	4	(28,350)	16,742	18,259	(45,092)	269.33%	▼
Movement in Leave Reserve (Added Back)		3,106	0	0	3,106	0.00%	
Movement in Deferred Pensioner Rates/ESL (not)		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		1,360,873	1,542,750	1,683,278	(181,877)	11.79%	▼
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	3	0	0	0	0	0.00%	
Purchase Land and Buildings	3	(73,799)	(866,420)	(869,434)	792,621	91.48%	▼
Purchase Plant and Equipment	3	(572,662)	(382,000)	(387,000)	(190,662)	(49.91%)	▲
Purchase Furniture and Equipment	3	0	(2,870)	(2,870)	2,870	100.00%	
Purchase Infrastructure Assets - Roads	3	(1,340,747)	(1,787,846)	(1,888,807)	447,099	25.01%	▼
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	(2,600,000)	(2,600,000)	2,600,000	100.00%	▼
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	(1,168,415)	(489,400)	(966,000)	(679,015)	(138.74%)	▲
Proceeds from Disposal of Assets	4	96,986	135,500	135,500	(38,514)	(28.42%)	▼
Repayment of Debentures	5	(61,771)	(68,171)	(68,175)	6,400	9.39%	
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	(255,122)	(485,029)	(519,121)	229,907	47.40%	▼
Transfers from Restricted Asset (Reserves)	6	374,500	1,431,624	1,472,931	(1,057,124)	(73.84%)	▼
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	941,308	571,572	0	369,736	(64.69%)	
Amount Raised from Rates	8	(1,654,229)	(1,654,223)	(1,661,990)	(6)	0.00%	

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 MAY 2017

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 MAY 2017

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 MAY 2017

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 MAY 2017

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 operationg 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 MAY 2017

	2016/17 Budget \$	MAY 2017 YTD Budget \$	MAY 2017 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	539,420	0.00
General Purpose Funding			
Law, Order, Public Safety			
New fire truck	0	0	370,940.46
Housing			
Aged Person Units x 4 - water metres	30,000	27,000	0.00
Community Amenities			
Construction of Refuse Transfer Station	0	0	0.00
New Tip Site Construction	0	0	7,942.23
Closure/Rehabilitation Old Tip Site	0	0	0.00
Compactors/Transfer Bins for Transfer Station	0	0	43,820.00
Refuse Transfer Station - Storage Shed	0	0	73,732.11
Purchase Land For New Waste Site	300,000	300,000	0.00
Recreation and Culture			
Upgrade to Pool Pump House	0	0	0.00
Swimming Pool Bowls (Adults/Childrens Pools) - Contract	950,000	475,000	1,146,978.62
Swimming Pool Bowls (Adults/Childrens Pools) - Grant Expenses	0	0	0.00
Swimming Pool Bowls (Adults/Childrens Pools) - Shire Expenses	0	0	0.00
Sports Complex Water upgrade	0	0	0.00
Transport			
Road Construction			
- Rural Roads Construction	1,533,585	1,456,363	1,246,595.02
- Townsite Roads Construction	206,422	195,083	22,412.08
Plant & Equipment - Road Plant Purchases	237,000	237,000	38,388.65
Airfield Infrastructure	2,600,000	2,600,000	0.00
Economic Services			
Caravan Park Camp Kitchen/Caretakers Cabin	50,000	45,000	58,100.22
WIFI System - Caravan Park/Main ST	16,000	14,400	11,702.07
Phase 1 - Civic Square/Pedestrian Crossing	0	0	750.00
Phase 2 - Road Freight Alignment	148,800	136,400	71,740.17
Construction of Footpath - Jubilee Park	0	0	1,042.54
Other Property & Services			
Purchase of Lot 9000, White Ave	0	0	1.00
Administration Furniture & Equipment	2,870	2,870	0.00
CEO/DCEO/MAF Vehicles	100,000	100,000	61,412.21
	<u>6,714,111</u>	<u>6,128,536</u>	<u>3,155,622.88</u>

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

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 \$	MAY 2017 Actual \$	2016/17 Budget \$	MAY 2017 Actual \$	2016/17 Budget \$	MAY 2017 Actual \$
Law, Order & Public Safety (Asset 292) Canna Fire Truck Isuzu FSS550 MO33	0	0.00	0	15,000.00	0	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	21,818.18	(6,838)	0.00
Other Property & Services						
(Asset 600) Kluger AWD V6 Wagon - CEO	44,111	0.00	42,000	31,818.18	(2,111)	0.00
(Asset 580) 2013 - Nissan Patrol Wagon - EM	34,510	0.00	35,000	28,350.00	490	28,350.00
	153,759	0.00	135,500	96,986.36	(18,259)	28,350.00

<u>By class of asset</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2016/17 Budget \$	MAY 2017 Actual \$	2016/17 Budget \$	MAY 2017 Actual \$	2016/17 Budget \$	MAY 2017 Actual \$
Plant & Equipment						
(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	21,818.18	(6,838)	0.00
(Asset 600) Kluger AWD V6 Wagon - CEO	44,111	0.00	42,000	31,818.18	(2,111)	0.00
(Asset 580) 2013 - Nissan Patrol Wagon - EM	34,510	0.00	35,000	28,350.00	490	28,350.00
(Asset 292) Canna Fire Truck Isuzu FSS550 MO33	0	0.00	0	15,000.00	0	0.00
	153,759	0.00	135,500	96,986.36	(18,259)	28,350.00

Summary

Profit on Asset Disposals

Loss on Asset Disposals

	2016/17 Budget \$	MAY 2017 Actual \$
Profit on Asset Disposals	1,990	28,350.00
Loss on Asset Disposals	(20,249)	0.00
	(18,259)	28,350.00

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

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 \$	2016/17 Budget \$	2016/17 Actual \$
Housing									
Loan 133 - GEHA House	102,614	0	0	31,993	33,092	70,621	69,522	6,206	3,361
Loan 134 - 2 Broad Street	72,564	0	0	24,158	22,726	48,406	49,838	3,090	4,499
Loan 136 - 24 Harley Street - Staff Housing	344,161	0	0	12,024	5,953	332,137	338,208	13,408	6,245
	519,339	0	0	68,175	61,771	451,164	457,568	22,704	14,105

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 MAY 2017

	2016/17 Budget \$	MAY 2017 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	286,652	286,652
Amount Set Aside / Transfer to Reserve	14,088	3,106
Amount Used / Transfer from Reserve	(39,000)	0
	<u>261,740</u>	<u>289,759</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	87,834
Amount Used / Transfer from Reserve	(201,500)	0
	<u>938,842</u>	<u>1,029,178</u>
(d) Building Reserve		
Opening Balance	79,045	79,045
Amount Set Aside / Transfer to Reserve	22,506	857
Amount Used / Transfer from Reserve	0	0
	<u>101,551</u>	<u>79,902</u>
(e) Economic Development Reserve		
Opening Balance	108,035	108,035
Amount Set Aside / Transfer to Reserve	3,425	1,171
Amount Used / Transfer from Reserve	0	0
	<u>111,460</u>	<u>109,206</u>
(f) Community Development Reserve		
Opening Balance	1,376,593	1,376,593
Amount Set Aside / Transfer to Reserve	43,642	10,324
Amount Used / Transfer from Reserve	(400,000)	(200,000)
	<u>1,020,235</u>	<u>1,186,917</u>
(g) Sewerage Reserve		
Opening Balance	144,602	144,602
Amount Set Aside / Transfer to Reserve	74,584	1,567
Amount Used / Transfer from Reserve	0	0
	<u>219,186</u>	<u>146,169</u>
(h) Unspent Grants and Contributions Reserve		
Opening Balance	92,743	92,743
Amount Set Aside / Transfer to Reserve	2,940	473
Amount Used / Transfer from Reserve	(55,505)	(68,321)
	<u>40,178</u>	<u>24,894</u>

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

	2016/17 Budget \$	MAY 2017 Actual \$
6. RESERVES (Continued)		
(q) Road Reserve		
Opening Balance	140,000	140,000
Amount Set Aside / Transfer to Reserve	4,438	1,517
Amount Used / Transfer from Reserve	0	0
	<u>144,438</u>	<u>141,517</u>
(r) Aged Care Units 1-4		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	67,900
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>67,900</u>
(s) Aged Care Unit 5		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	54,507
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>54,507</u>
Total Cash Backed Reserves	5,354,712	6,189,143
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	14,088	3,106
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	198,998	87,834
Building Reserve	22,506	857
Economic Development Reserve	3,425	1,171
Community Development Reserve	43,642	10,324
Sewerage Reserve	74,584	1,567
Unspent Grants and Contributions Reserve	2,940	473
Business Units Reserve	21,942	664
Morawa Community Future Funds Interest	31,701	593
Morawa Community Future Fund Reserve	67,861	12,697
Refuse Transfer Station Reserve	4,265	761
Aged Care Units Reserve - Units 6-9	286	98
Aged Care Units 1-4	0	67,900
Aged Care Unit 5	0	54,507
ST-N/Midlands Solar Thermal Power	17,459	8,279
ST-Morawa Revitalisation Reserve	5,508	2,612
Legal Fees Reserve	5,478	163
Road Reserve	4,438	1,517
	<u>519,121</u>	<u>255,122</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

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 Future Funds Interest

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 Units 6-9

To be used for the maintenance of Aged Care Units 6-9 at the Morawa Perenjori Health Centre

ST - N/Midlands Solar Thermal Power

Reserves

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

ST-Morawa Revitalisation Reserve

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

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.

Aged Persons Units Reserve Units 1-4

To be used for the maintenance of Aged Care Units 1-4 at the Morawa Perenjori Health Centre

Aged Persons Units Reserve Unit 5

To be used for the maintenance of Aged Care Unit 5 at the Morawa Perenjori Health Centre

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

8. RATING INFORMATION

RATE TYPE

General Rate	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 \$
GRV Residential/Commercial	0.07415	268	2,912,592	215,960	1,493	0	217,453	215,960
UV Rural	0.02257	204	57,874,600	1,306,461	(317)	0	1,306,144	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	1,175	0	1,659,546	1,658,371
Minimum Rates	Minimum \$							
GRV Residential/Commercial	279	48	39,055	13,392	0	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
Discounts							(27,879)	(30,000)
Total amount raised from general rates							1,654,228	1,650,932
Ex-Gratia Rates							5,792	5,792
Rates Written Off							(1,078)	(2,500)
Specified Area Rates							0	0
Movement in Excess Rates							0	0
Total Rates							1,658,942	1,654,224

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

The general rates detailed above for the 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.

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

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	666	0	1,164
Bonds Hall/Rec Centre Hire	0	0	0	0
Aged Care - Bonds	0	1,266	0	1,266
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	421	0	848
Daphne Little - Excess Rent	0	1,491	0	1,491
Morawa Oval Function Centre	1,762	0	0	1,762
	<u>10,853</u>	<u>3,844</u>	<u>0</u>	<u>14,697</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

11. BALANCE SHEET

	MAY 2017 Actual \$	2015/16 Actual \$
CURRENT ASSETS		
Cash Assets	6,696,651	6,412,607
Receivables	561,281	1,439,191
Inventories	1,335	1,335
TOTAL CURRENT ASSETS	<u>7,259,267</u>	<u>7,853,133</u>
NON-CURRENT ASSETS		
Receivables	11,064	13,935
Inventories	0	0
Property, Plant and Equipment	26,513,927	26,518,884
Infrastructure	44,897,042	43,097,335
TOTAL NON-CURRENT ASSETS	<u>71,422,033</u>	<u>69,630,154</u>
TOTAL ASSETS	<u>78,681,300</u>	<u>77,483,287</u>
CURRENT LIABILITIES		
Payables	73,173	404,807
Interest-bearing Liabilities	(867)	66,743
Provisions	345,401	345,401
TOTAL CURRENT LIABILITIES	<u>417,707</u>	<u>816,951</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	458,435	452,597
Provisions	37,661	37,661
TOTAL NON-CURRENT LIABILITIES	<u>496,096</u>	<u>490,258</u>
TOTAL LIABILITIES	<u>913,803</u>	<u>1,307,209</u>
NET ASSETS	<u>77,767,497</u>	<u>76,176,078</u>
EQUITY		
Retained Surplus	34,583,084	32,872,289
Reserves - Cash Backed	6,066,736	6,308,522
Reserves - Asset Revaluation	36,995,271	36,995,271
TOTAL EQUITY	<u>77,645,091</u>	<u>76,176,082</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017

12. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	5.240	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 MAY 2017
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

Law, Order, Public Safety - Variance above budget expectations

New Fire Truck obtained, not in budget - expense offset

Housing - Variance above budget expectations

Single units income above expectations - Now Occupied
Aged Care units - received money from existing Aged Care Units transferred to reserves

Community Amenities - Variance below budget expectations.

Negotiations for acquiring new land fill site have commenced

Recreation & Culture - Variance above budget expectations.

Income relating to Public Halls and Civic Centres higher than budget
Out of round grant for Swimming Pool retilling 85% received

Transport - Variance above expectations.

Flood damage reimbursements not budgeted for - offset with expenditure
WANDRRA Funding

Economic Services - Variance below budget expectations.

Sale of water under budget expectations - Reduced Contractor Activity

Other Property & Services - Variance above budget expectations.

Rembursement of overpayment to IT Vision - yearly subscription

REPORTABLE OPERATING EXPENSE VARIATIONS

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

Changes to SES to DFES = timing, SES removed from Shire financial operations

Education and Welfare - Variance below budget expectations

Youth Centre employee and maintenance expenses under budget due to the loss of Community Development Officer and Youth Centre not open

Housing - Variance above budget expectations.

Expenditure to 18B Evans and 24 Harley overbudget due to water damage 18B Evans (insurance recoup) and new fence at Harley Street

Community Amenities - Variance below budget expectations.

General Community Amenities costs down on YTD budget - Public Convenience costs down against 15/16 Financial Year

Transport - Variance above budget expectations.

Flood damage costs not budgeted for offset by income WANDRRA funding

Economic Services - Variance below budget expectations

Caravan Park operation expenses under budget - Caretaker costs and General Maintenance

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals - Variance above budget expectations.

SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2016 TO 31 MAY 2017
Report on Significant variances Greater than 10% and \$10,000

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land & Buildings - Variance below budget expectations.

Purchase of land for tip site - Timing

Purchase of Plant & Equipment - Variance above budget expectations.

Backhoe still to be traded - timing

Purchase of Infrastructure Assets Roads - Variance below budget expectations.

Capital Road Works for roads under budget - timing

Purchase Infrastructure Assets - Other- Variance below budget expectations.

Upgrade to Aerodrome - awaiting grants

Morawa Gateway Project awaiting grants

Morawa Perenjori Trails Project awaiting grants

Transfer to Reserves - Variance below budget expectations.

Transfers to Reserves - timing

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets - Variance within budget expectations.

Transfer from Reserves - Variance below budget expectations.

Transfers to Municipal Fund - timing on completion of projects

<i>Item No/Subject:</i>	7.2.2.4 Clifton Beauchamp Sponsorship Request
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	14 June 2017 Marie Gamble – Community Support Officer
<i>Responsible Officer:</i>	Executive Manager Corporate & Community Services - Fred Gledhill
<i>Applicant/Proponent:</i>	Community Support Officer Executive Manager Corporate & Community Services
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

SUMMARY

Clifton Beauchamp has been selected to compete in the Australian Dart Championships in Townsville, Queensland which involves several trips to Perth and Townsville from 26 July 2017 to 6 August 2017 inclusive.

To help Clifton to attend the Championships he has submitted a request for sponsorship from the Shire of Morawa.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

7.2.2.4A Letter from Clifton Beauchamp
7.2.2.4B Letter from Darts Western Australia
7.2.2.4C Summary of Costs
7.2.2.4D Program of Events

BACKGROUND INFORMATION

Clifton Beauchamp is a long term resident of Morawa.

OFFICER'S COMMENT

As Clifton is a local resident, and to recognise his achievement in being selected to represent Western Australia (and Morawa) to participate in the Australian Darts Championship, that Council provide sponsorship of \$1000 towards costs associated with this event.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Public Relations Budget is \$21,000 with expenditure of \$14,849. The balance of \$6,151 will cover the sponsorship.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

There is currently no inclusion for sponsorship or donations in the Policy Manual (approved December 2016).

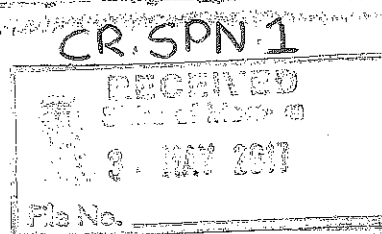
Ideally Council should have a policy which is clear, concise and states limits for sponsorships and donations to allow future requests to be filtered against the policy to alleviate the need for the item to go before Council.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council, in recognition of Clifton Beauchamp being selected to represent Western Australia (and Morawa) to participate in the Australian Darts Championship, provide sponsorship of \$1000 towards associated costs for this event and that the sponsorship be funded out of the Public Relations Budget.



To whom it may concern

My name is Clifton Beauchamp and I have been a resident of Morawa for about 28 years.

I am writing to u to ask for some financial assistance. I have been selected to play darts for Western Australia at the national championships that will be held in Townsville from the 26th may till the 6th of august. I need to travel to Perth up to six times before we leave for practice sessions and also have expenses in Townsville that i will also need to pay for.

Any assistance would be greatly appreciated and would help me achieve my goal of playing for my state that I have been working towards for the last 15years.

Yours sincerely

Clifton Beauchamp

C. Beauchamp.

① Fred

② Mome to research
ad advise Dec

p/o box 329

Morawa WA

6623

0437540276

RFJ

2/6

Darts Western Australia Incorporated

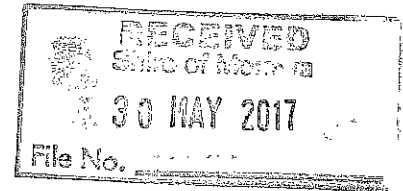
ABN: 68 619 156 257

President
Betty Hislop
Phone: (0409 172 674
E-mail: bettyh@inet.net.au



Secretary / Treasurer
Audrey Mullen
Phone: 0411 251074
Email: audreydarts@gmail.com

TO WHOM IT MAY CONCERN



This letter is to confirm that Mr Clifton Beauchamp has been selected to represent Western Australia at the Australian Darts Championships being held in Townsville, Queensland from Wednesday 26th July to Sunday 6th August 2017 inclusive.

Mr Beauchamp is required to attend several training and practice sessions before then and all associated costs with attending these are at his own expense.

Additionally, Mr Beauchamp is also required to make his way to and from the Perth Domestic Airport, at his own expense.

Yours Sincerely,

Glen McLeod
Manager
W.A. State Team
Darts WA Inc.

Supported by.



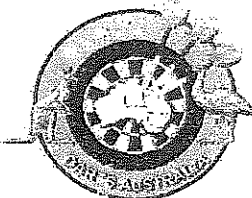
Department of Sport and Recreation
Government of Western Australia

Some expenses required for me to play darts for WA in
Townsville 26th july -6th august...

Event in perth 17/18 june	hotel/fuel /expenses	\$600
Event in perth 24/25june		\$600
Event in collie 8 th july		\$700
State team practice perth 15/16 july		\$600
Travel to perth to fly to Townsville 25thjuly		\$200
Also expenses in Townsville meals/travel ect 12days		\$1200
Required clothing		\$300
	Approx.	\$4200

These are the costs to my self Darts Western Australia do pay
for the flights and accommodation in Townsville.

If u could help in anyway would be greatly appreciated by
myself and thank you for taking the time to look this over.



38th Australian Teams Championships Townsville QLD

27th July - 5th August 2017

PROGRAM OF EVENTS

Date	Start Time	Event
Wed - 26th July		WA Teams departs Perth - Arrive Townsville
Thur - 27th July	6.00 pm	Welcome Night
Fri - 28th July	9.00 am	Team Photos
	10.00 am	Official Opening
	11.30 am	Mens & Ladies Doubles
Sat - 29th July	9.00 am	Pacific Masters
Sun - 30th July	10.00 am	Teams Event 1 - 3
Mon - 31st July	9.00 am	Teams Event 4 - 7
Tue - 1st August	REST DAY	
Wed - 2nd August	9.00 am	Peter Mac Cup Rounds 1 - 4
Thur - 3rd August	9.00 am	Peter Mac Cup Rounds 5 - 7 (Plus Final)
Fri - 4th August	10.00 am	Australian Singles
Sat - 5th August	9.00 am	Mixed Doubles
	6.30 pm	Official Closing - Rydges Hotel Townsville
Sun - 6th August		WA Teams departs Townsville - Arrives Perth



<i>Item No/ Subject:</i>	7.2.3.1 Planning Application 2nd Residence on Rural Property
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	1 June 2017 – Samantha Appleton – Executive Manager Development and Administration
<i>Responsible Officer:</i>	Samantha Appleton – Executive Manager Development and Administration
<i>Applicant/Proponent:</i>	Fiona Ryan - Modular WA
<i>File Number:</i>	LP.PLN.3
<i>Previous minute/s & Reference:</i>	

SUMMARY

Council to consider an application to construct a second residence on Lot 9359 Sermon Road Gutha.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

7.2.3.1 A Planning Application 2nd Residence on Rural Property Application and Letter
7.2.3.1 B Planning Application 2nd Residence on Rural Property
7.2.3.1 C Planning Application 2nd Residence on Rural Property Lot Diagram

BACKGROUND INFORMATION

An application has been received from Modular WA for planning permission to construct a second home on lot 9359 Sermon Road Gutha. Approval from Council is required on the basis that the additional residence (treated as ancillary accommodation) is only permitted with the granting of planning approval.

The lot the home will be situated on is on Sermon Road in Gutha which is 47.7 hectares in size and is contiguous to three other lots owned by the same owner with the area of all lots totalling 200.7 hectares. The map in the attachment shows lot 9359 in pink and the other lots in green.

The proposed house is a single storey residence, with fibre cement weatherboard style cladding and the area of the house is 228 square metres.

OFFICER'S COMMENT

The home is to be used for family accommodation and the home currently on the lot will remain. Due to the size of the lot it is expected that a second home will not affect the amenity of neighbouring properties. The land concerned is zoned for rural use and it is expected that this will remain the predominant use of the land.

Under the Shire of Morawa Local Planning Scheme No 2

3.2.6 Notwithstanding that Residential and Grouped Dwelling are uses that are not permitted in the Rural Zone, Council may, at its discretion approve an application for a Residential Building or Grouped Dwelling in the Rural Zone so long as that building is for the accommodation of workers employed for agriculture activities on that land holding.

3.2.7 Notwithstanding that Single House is a use that is permitted in the Rural Zone, no more than one Single House is permitted on a lot within the Rural Zone unless that building is for the accommodation of workers employed for agricultural activities on that land holding.

As the application has stated the new residence will be for family accommodation and as the family operates the property, this would meet the requirement that the accommodation be for worker accommodation.

COMMUNITY CONSULTATION

Section 3.2.2 of the Shire of Morawa Local Planning Scheme no 3 there is no requirement for public consultation.

COUNCILLOR CONSULTATION

Mr Gordon Houston – consultant EHO

STATUTORY ENVIRONMENT

Shire of Morawa Local Planning Scheme No 2.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan

4.3 A local government that is respected professional and accountable

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That:

The application for planning approval submitted by Modular WA on behalf of James and Terri Tomlinson (land owners) to construct a new single house on lot 9359 (613) Sermon Road, Gutha be approved in accordance with the details of the plans submitted and support of the application, subject to compliance with the following conditions and advice notes:

1. The development to be substantially commenced within a period of two years from the date of this approval. If the development is not substantially commenced within this period, the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Morawa, having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any development.
3. All stormwater drainage discharge generated by the approved structure shall be managed to the specifications and satisfaction of the Shire of Morawa.
4. The development must be provided with an adequate on-site effluent disposal system to the specifications and satisfaction of the Shire of Morawa.
5. All on-site vehicle access ways associated with the proposed house shall be constructed and maintained to the specifications and satisfaction of the Shire of Morawa.



18 May 2017

Shire of Morawa
PO Box 14
MORAWA WA 6623

Attention: Planning Department

Re: Lot 9359 Sermon Road, GUTHA

Please find attached a copy of the planning approval application form and 3 sets of plans as required by Shire along with a payment of 934.40.

Please be advised that the existing residence on this site will be used predominantly for family accommodation and the new residence will be the primary residence.

Please feel free to call the undersigned should you have any queries or concerns.

Yours faithfully
MODULAR WA

A handwritten signature in blue ink that reads "Fiona Ryan".

Fiona Ryan
CONTRACTS MANAGER

APPENDIX NO. 4

APPLICATION FOR PLANNING APPROVAL

SHIRE OF MORAWA
LOCAL PLANNING SCHEME NO. 2
DISTRICT SCHEME

OFFICE USE

Application Number: _____
Date Received: _____
Notice of Application _____

Application for Planning Consent

I/We JAMES HENRY TOMLINSON & TERRI ELIZABETH TOMLINSON
(Full Name of Applicant)
of 613 SERMON ROAD, GUTHA P/Code 6623
(Address for Correspondence)

hereby apply for planning consent to:

1. Use the land/premises situated at and described as:

2. Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies).

The existing use of the land/building is EXISTING RESIDENCE TO BE USED FOR FAMILY ACCOMMODATION

The approximate cost of the proposed development is \$ 292,000

The estimated time of completion is SEPTEMBER 2017

The approximate number of persons to be housed/employed when the development is completed is 5

DESCRIPTION OF LAND

LOCALITY PLAN

House No. 613 Street SERMON ROAD, GUTHA (MORAWA)
(indicate distance to nearest intersecting street)

Lot No. 9359 Plan or Diagram 156115 Location _____

Certificate of Title: Volume 1471 Folio 141

Dimensions: Site Area _____ sq. metres Frontage _____ metres Depth _____ m north

Signature of Applicant x J. Ryan

Date: 18/5/2017

Where the applicant is not the owner the owner's signature is required.

Signature of Owner: x John Tomlinson

Date: 21-5-2017

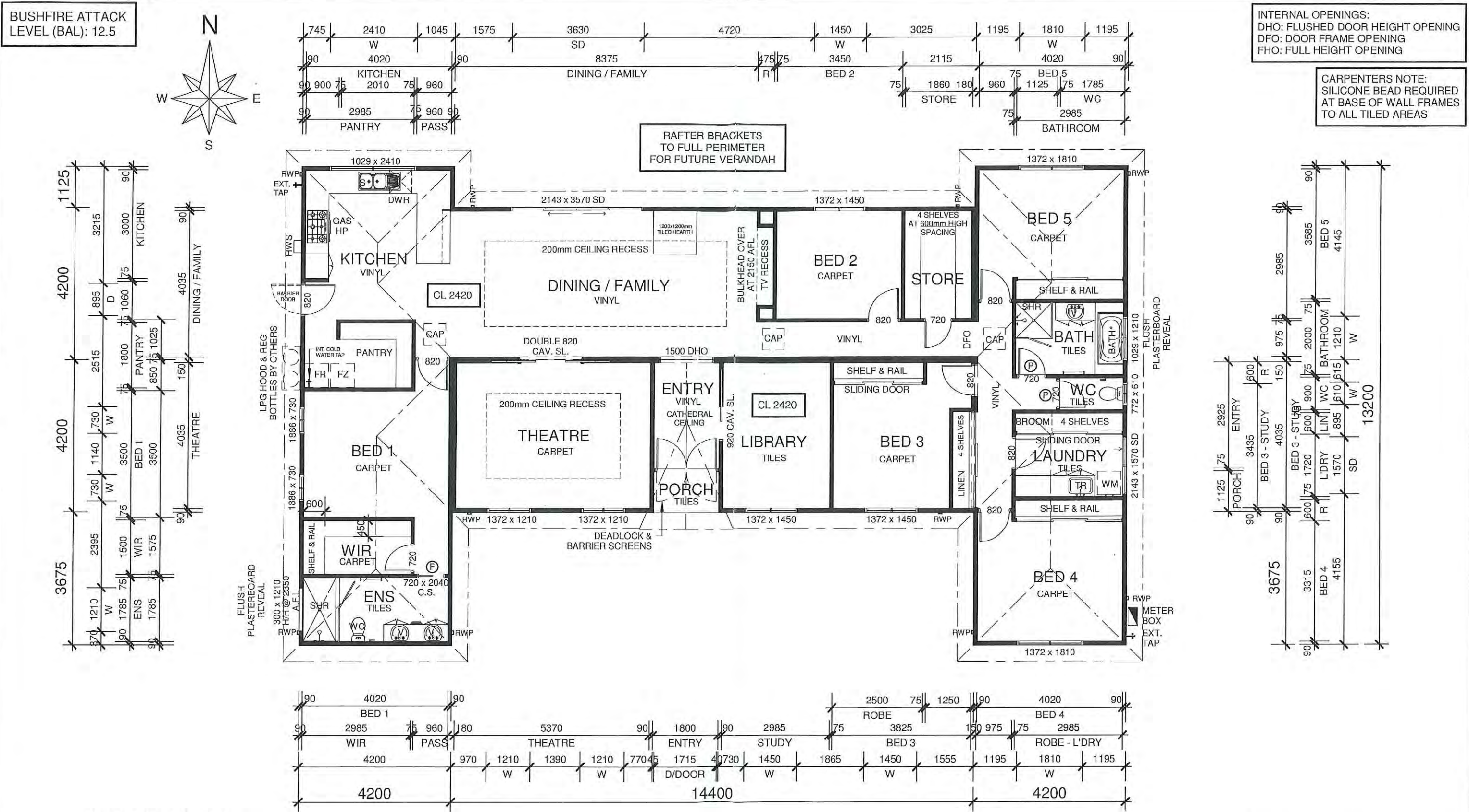
THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION ON PAGE 2 HEREOF.


Note: This is not an application for a building licence.

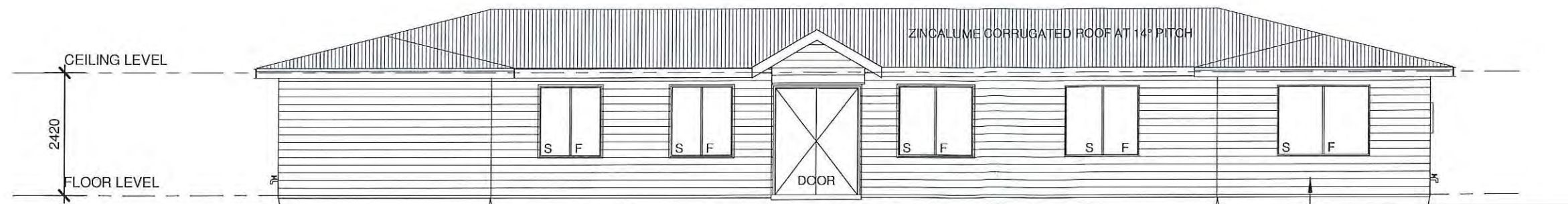
PARTICULARS REQUIRED WITH APPLICATIONS

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent must, unless otherwise required by the Council.

1. indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
2. indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed used in relation to existing and proposed contours;
3. indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
4. indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
5. indicate site contours and details of any proposed alteration to the natural contour of the area;
6. indicate car parking areas, their layout and accessways, dimensions and the position of existing and proposed crossovers;
7. indicate site dimensions and be to metric scale.

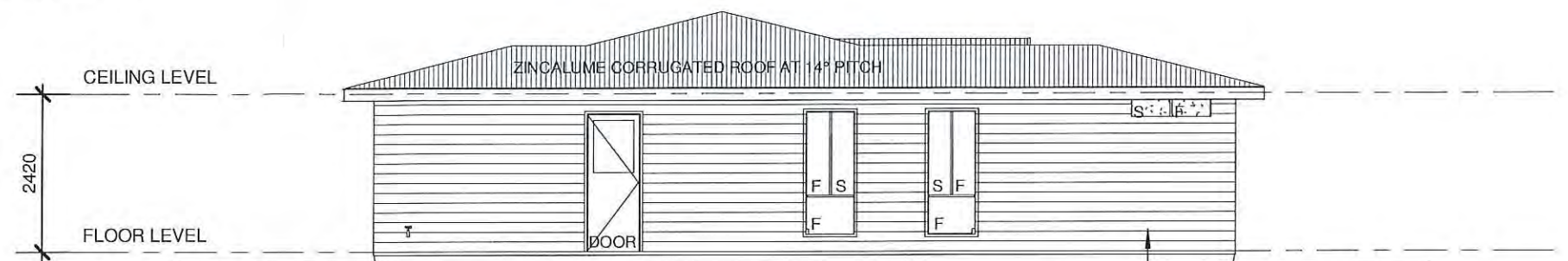


CLIENT:	TOMLINSON	<table><tr><th>Rev</th><th>Description</th><th>Date</th></tr><tr><td>A</td><td>SET OF ARCHITECTURAL DRAWINGS</td><td>12/12/16</td></tr><tr><td>B</td><td>VERANDAH REMOVED</td><td>14/12/16</td></tr><tr><td>C</td><td>SITE LOCATION UPDATED</td><td>02/02/17</td></tr><tr><td>D</td><td>REVISED AS PER PRE-START CHANGES</td><td>27/04/17</td></tr><tr><td></td><td>80</td><td></td></tr></table>	Rev	Description	Date	A	SET OF ARCHITECTURAL DRAWINGS	12/12/16	B	VERANDAH REMOVED	14/12/16	C	SITE LOCATION UPDATED	02/02/17	D	REVISED AS PER PRE-START CHANGES	27/04/17		80		JOB No.	16058	 T: 08 64540919 F: 08 64540918 W: modularwa.com.au e: sales@modularwa.com.au Builders reg # 101630 Use figured dimensions in preference to scaled. All dimensions to be verified and checked on the job. ©
Rev	Description		Date																				
A	SET OF ARCHITECTURAL DRAWINGS		12/12/16																				
B	VERANDAH REMOVED		14/12/16																				
C	SITE LOCATION UPDATED		02/02/17																				
D	REVISED AS PER PRE-START CHANGES	27/04/17																					
	80																						
ADDRESS:	613 SERMON RD, GUTHA	DATE:	27/04/2017 2:45:32 PM																				
HOUSE TYPE:	MURCHISON	DRAWN:	BR																				
		CHECKED:	LA																				
		REV:	SHEET																				
SCALE: 1 : 100																							
		D	1 of 9	Copyright																			



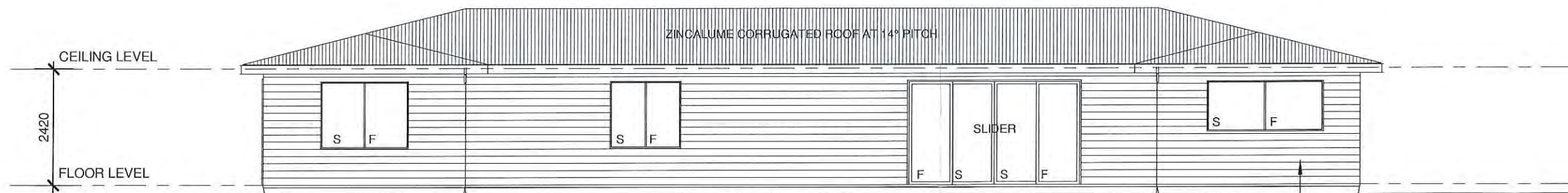
FRONT ELEVATION

SCALE 1 : 100



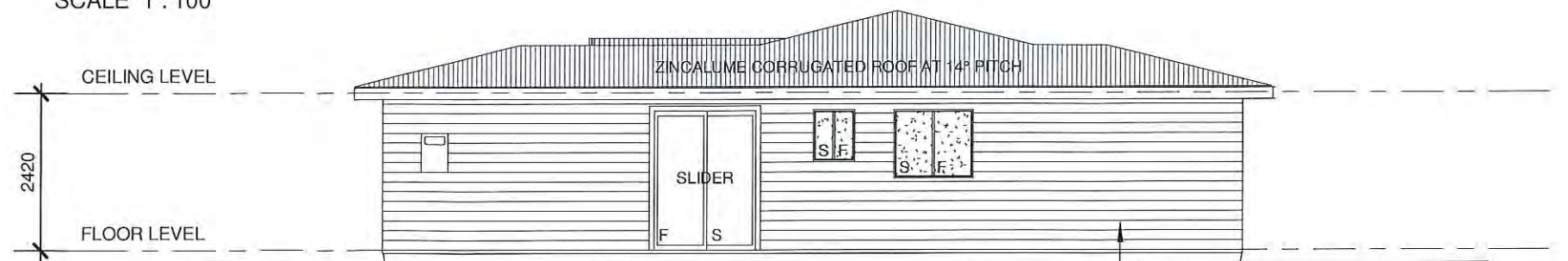
LEFT SIDE ELEVATION

SCALE 1 : 100



REAR ELEVATION

SCALE 1 : 100



RIGHT SIDE ELEVATION

SCALE 1 : 100

CLIENT: TOMLINSON

ADDRESS: 613 SERMON RD,
GUTHA

HOUSE TYPE: MURCHISON

Rev	Description	Date
A	SET OF ARCHITECTURAL DRAWINGS	12/12/16
B	VERANDAH REMOVED	14/12/16
C	SITE LOCATION UPDATED	02/02/17
D	REVISED AS PER PRE-START CHANGES	27/04/17
	81	

JOB No. 16058

DATE: 27/04/2017 2:45:33 PM

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CHECKED: LA

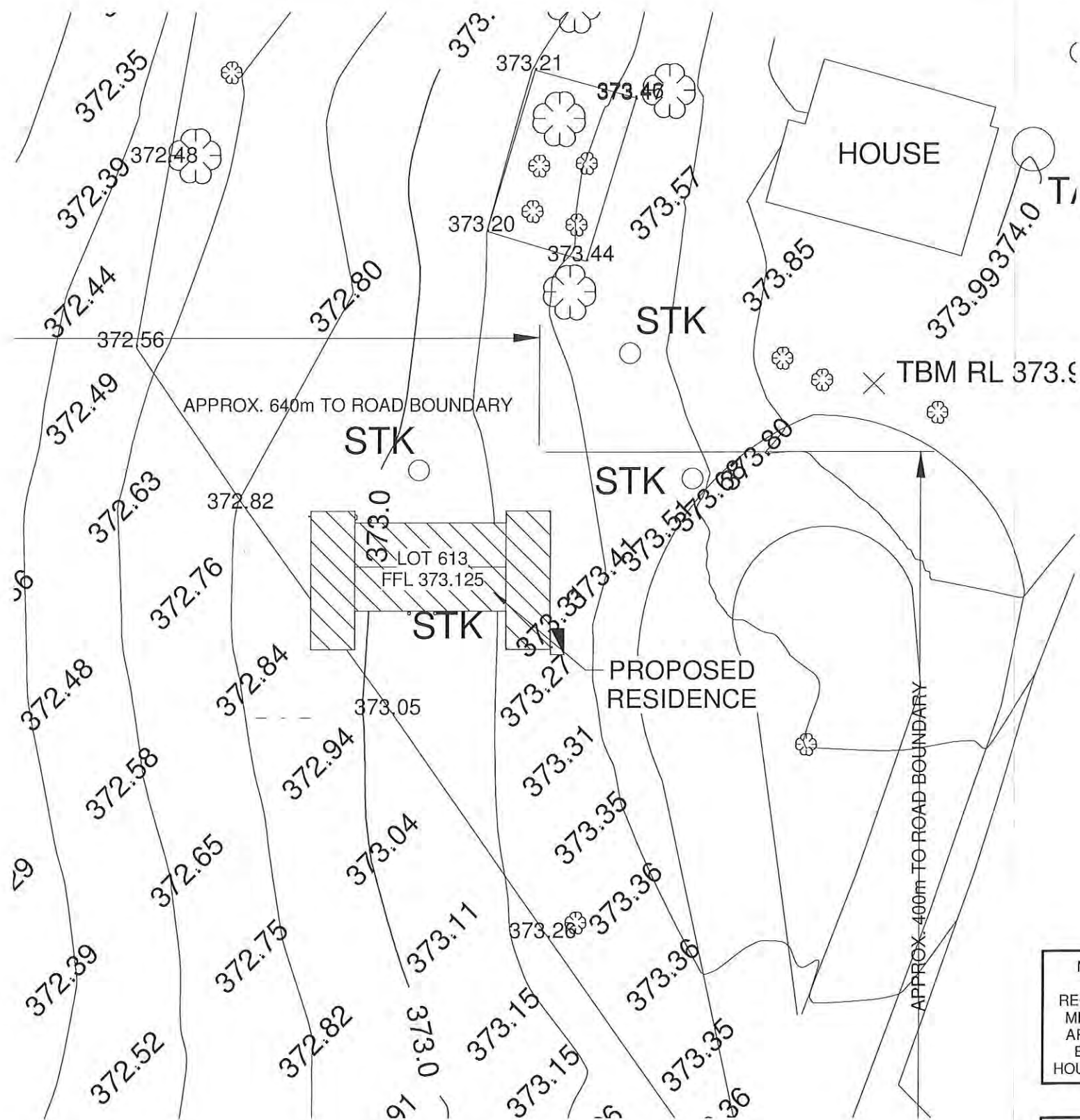
REV: D SHEET

SCALE: 1 : 100 2 of 9

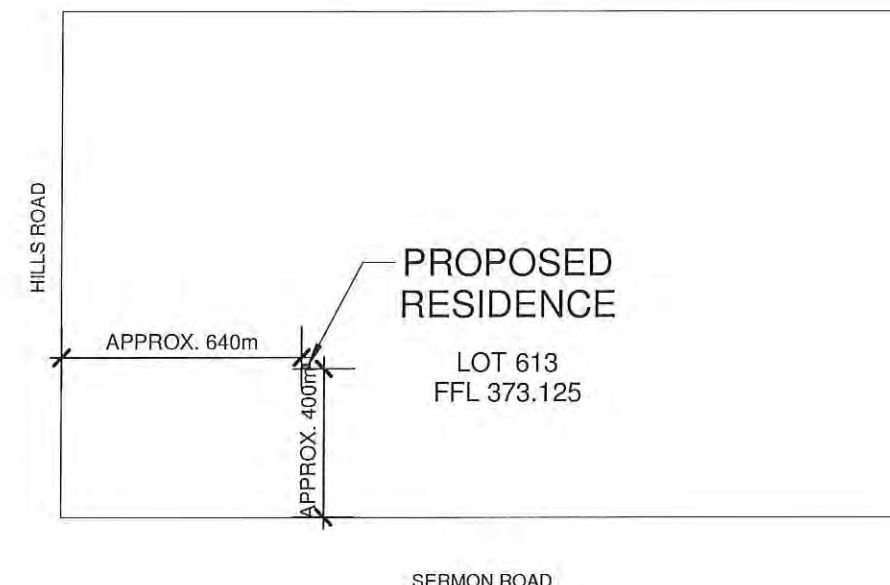
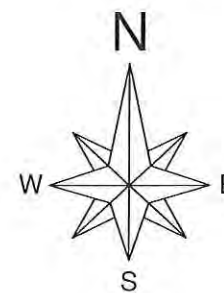


T: 08 64540919 F: 08 64540918
W: modularwa.com.au
e: sales@modularwa.com.au
Builders reg # 101630

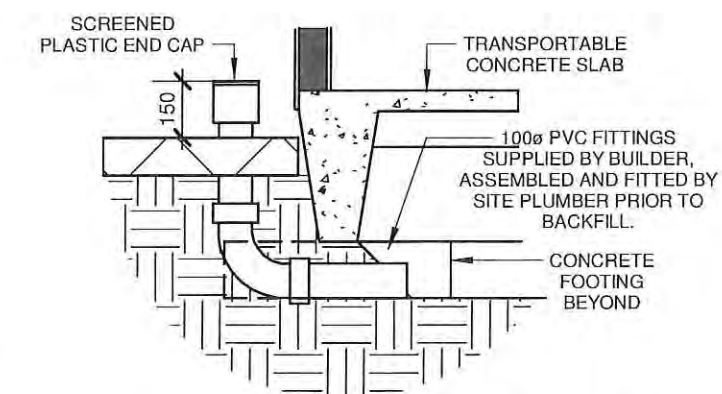
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SITE PLAN
SCALE 1 : 500



LOCATION PLAN
SCALE 1 : 20000



SUB FLOOR VENT DETAIL
SCALE 1 : 20

McGRATH HOMES
STRONGLY
RECOMMEND A 500mm
MINIMUM CONCRETE
APRON TO THE FULL
EXTERIOR OF THE
HOUSE TO ASSIST WITH

THE OWNER NEEDS TO
ENSURE ALL RUN OFF
WATER DRAINAGE IS
DIVERTED AWAY FROM
THE HOUSE
FOUNDATIONS.

CLIENT: **TOMLINSON**

ADDRESS: **613 SERMON RD,
GUTHA**

HOUSE TYPE: **MURCHISON**

Rev	Description	Date
A	SET OF ARCHITECTURAL DRAWINGS	12/12/16
B	VERANDAH REMOVED	14/12/16
C	SITE LOCATION UPDATED	02/02/17
D	REVISED AS PER PRE-START CHANGES	27/04/17
82		

JOB No. **16058**

DATE: 18/05/2017 10:04:31 AM

DRAWN: **BR**

CHECKED: **LA**

REV: **D**

SCALE: **7 of 9**



T: 08 64540919 F: 08 64540918
W: modularwa.com.au
e: sales@modularwa.com.au
Builders reg # 101630

Use figured dimensions in preference to scaled.
All dimensions to be verified and checked on the job. ©

8. **New Business of an Urgent Nature**
9. **Applications for Leave of Absence**
10. **Motions of Which Previous Notice Has Been Given**
11. **Questions from Members without Notice**
12. **Meeting Closed**

<i>Item No/ Subject:</i>	12.1 Closure of Meeting to the Public
<i>Date of Meeting:</i>	22 June 2017
<i>Date & Author:</i>	14 June 2017 – A/Chief Executive Officer – Sean Fletcher
<i>Responsible Officer:</i>	A/Chief Executive Officer – Sean Fletcher
<i>Applicant/Proponent:</i>	A/Chief Executive Officer – Sean Fletcher
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

SUMMARY

This item seeks Council's approval under s5.23 (2) (c) of the *Local Government Act 1995* to move into camera or closed session to consider a matter regarding the amount of rent charged on two of the Business Incubator Units.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

Nil

OFFICER'S COMMENT

In item 12.2 Council needs to consider a reduction of the rent charged on Units 1 and 9 at the Business Incubator Units.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Under section 5.23 (2) of the *Local Government Act 1995*, part of a council meeting may be closed, if the meeting deals with any of the following:

- (a) a matter affecting an employee or employees;
- (b) the personal affairs of any person;
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person;
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government's property;
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
- (h) such other matters as may be prescribed.

Shire of Morawa Standing Orders Local Law 2011

The key parts include:

6.2 (1) The CEO may recommend that part of the meeting is closed.

6.2 (2) The Council may decide to close a meeting or part of a meeting.

6.2 (3) The presiding member is to direct everyone to leave the meeting except, members, the CEO and any officer specified.

6.2 (5) Clause 8.9 (re speaking twice)

6.2 (7) The presiding member is to ensure any resolution of the Council made while the meeting was closed is to read out including a vote of a member.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Closes the meeting to the public under section 5.23 (2) c) of the *Local Government Act 1995* and the *Shire of Morawa Standing Orders Local Law 2011* s 6.2 (2) so that it can consider a reduction of the rent charged on Units 1 and 9 at the Business Incubator Units.

12.3 Public reading of resolutions that may be made public

13. Closure

Next Meeting - Ordinary Meeting 20 July 2017