



MINUTES FOR THE  
ORDINARY COUNCIL MEETING  
HELD ON THURSDAY  
**21st August 2014**



<b>MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON THURSDAY 21ST AUGUST 2014</b>
---

		<b>Page</b>
1.	<b>Declaration of Opening</b>	
1.1	Recording of those present	3
1.2	Apologies	3
1.3	Approved leave of absence	3
1.4	Welcoming of visitors to the meeting	3
1.5	Announcements by the presiding member without discussion	3
2.	<b>Public Question Time</b>	
2.1	Response to previous public questions taken on notice	3
2.2	Public question time	3
3.	<b>Declarations of Interest</b>	4
4.	<b>Confirmation of Minutes of Previous Meetings</b>	4
4.1	Confirmation of Minutes 17th July 2014 – Ordinary Council Meeting	4
4.2	Confirmation of Minutes 31st July 2014 – Special Council Meeting	4
5.	<b>Public Statements, Petitions, Presentations and Approved Deputations</b>	4
6.	<b>Method of Dealing with Agenda Business</b>	4
7.	<b>Reports</b>	
7.1	<b>Reports from committees</b>	
	Nil	
7.2	<b>Reports from the Chief Executive Officer</b>	5
7.2.1	Status Report	5
7.2.2	<b>Manager Finance and Accounting</b>	7
7.2.2.1	Accounts Due for Payment July 2014	7
7.2.2.2	Reconciliations July 2014	10
7.2.2.3	Monthly Financial Statements July 2014	13
7.2.3	<b>Community Youth Development Officer</b>	
7.2.3.1	Nil	

<b>7.2.4</b>	<b>Project Officer</b>	14
7.2.4.1	Closed Circuit Television (CCTV) Policy	14
7.2.4.2	Road Dedication Mingenew Morawa Road	17
7.2.4.3	Morawa Freight Heavy Haulage Road Main Road Acquisition of Portion of Lot 454 Winfield Street Morawa	20
<b>7.2.5</b>	<b>Deputy Chief Executive Officer</b>	24
7.2.5.1	Shire of Morawa Community Pools Revitalisation Programme (CPRP) –Funding Application-Delegated Authority to Chief Executive Officer	24
7.2.5.2	Morawa Aerodrome Draft Master Plan	27
7.2.5.3	Old Council Chambers upgrade call for Tenders	29
7.2.5.4	Morawa Swimming Pool – Supply and Installation of a New Filtration System & General Building Repairs Re- Tender	32
7.2.5.5	Shire of Morawa 2014/15 Annual Budget	37
<b>7.2.6</b>	<b>Chief Executive Officer - Other</b>	
7.2.6.1	Strategic Plan Update and Progress Report	46
7.2.6.	Correspondence	
7.2.6.	Information Bulletin	
<b>8.</b>	<b>New Business of an Urgent Nature</b>	54
<b>9.</b>	<b>Applications for Leave of Absence</b>	54
<b>10</b>	<b>Motions of Which Previous Notice Has Been Given</b>	54
<b>11</b>	<b>Questions from Members without Notice</b>	54
<b>12</b>	<b>Meeting Closed to Public</b>	54
12.1	Matters for which the meeting may be closed	
12.2	Public reading of resolutions that may be made public	
<b>13.</b>	<b>Closure</b>	54
	<b>Next Meeting</b>	54
	Ordinary Meeting 18th September, 2014	

**1.0 Declaration of Opening**

The Shire President to declare that the meeting open at 5.30 pm

**1.1 Recording of Those Present**

Cr K J Chappel	President
Cr D S Carslake	Deputy President
Cr D B Collins	
Cr D J Coaker	Arrived 5:34 pm
Cr M J Thornton	
Cr K P Stokes	
Mr J Roberts	Chief Executive Officer
Mr P Buist	Principal Works Manager
Ms W Gledhill	Manager of Accounting and Finance
Ms S Hoad	Community Youth Development Officer
Mr J Elliot	Project Officer

**1.2 Recording of Apologies**

Mr D Williams	Deputy Chief Executive Officer
Cr D S Agar	

**1.3 Recording Leave of Absence Previously Approved**

Nil

**1.4 Welcoming of Visitors to the Meeting**

Main-roads representatives Mr Bernie Miller and Ms Hayley Graham

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

Cr K J Chappel thanked Ms Sally Hoad for her efforts organising the Shire of Morawa Art Show

**2.0 Public Question Time**

Nil

**2.1 Response to previous public questions taken on notice****2.2 Public question time**

**3.0 Declaration of Interest**

Members are to declare financial, proximity and indirect interests.

Nil

**4.0 Confirmation of Minutes of Previous Meeting**

**4.1 Confirmation of Minutes**

**17th July 2014 – Ordinary Council Meeting**

**COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D B Collins**

**That the Minutes item 4.1 17 the July – Ordinary Council Meeting be confirmed.**

**CARRIED  
6/0**

**31st July 2014 - Special Council Meeting**

**COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D B Collins**

**That the Minutes item 4.2 30th June – Special Meeting be confirmed**

**CARRIED  
6/0**

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

Nil

**6.0 Method of Dealing with Agenda Business**

Nil

**7.0 Reports**

**7.1 Reports from Committees**

Nil

## 7.2 Reports from the Chief Executive Officer

<i>Date of Meeting:</i>	<b>21 August 2014</b>
<i>Item No:</i>	<b>7.2.1</b>
<i>Subject:</i>	<b>Status Report – July 2014</b>
<i>Date &amp; Author:</i>	<b>13 August 2014 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp; Reference:</i>	<b>17 July 2014 (Last Update to Council)</b>

### **SUMMARY**

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

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.

### **ATTACHMENTS**

Shire of Morawa July 2014 Status Report.

### **BACKGROUND INFORMATION**

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

### **OFFICER'S COMMENT**

As per the Status Report

### **COMMUNITY CONSULTATION**

As per the Status Report

### **COUNCILLOR CONSULTATION**

As per the Status Report

**STATUTORY ENVIRONMENT**

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

**POLICY IMPLICATIONS**

Not Applicable

**FINANCIAL IMPLICATIONS**

Not Applicable

**STRATEGIC IMPLICATIONS**

Not Applicable

**RISK MANAGEMENT**

Not Applicable

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER'S RECOMMENDATION**

Council accepts the Shire of Morawa Status Report for July 2014.

**COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr M J Thornton**

**Council accepts the Shire of Morawa Status Report for July 2014.**

**CARRIED  
6/0**

**COUNCIL RESOLUTION****Moved: Cr M J Thornton****Seconded: Cr K P Stokes**

- Items 7.2.2.1 Accounts Due for Payment June 2014**  
**7.2.2.2 Reconciliations June 2014**  
**7.2.2.3 Monthly Financial Statements June 2014**

**Be moved en bloc.****CARRIED****6/0**

<i>Date of Meeting:</i>	21 <sup>st</sup> August 2014
<i>Item No:</i>	<b>7.2.2.1</b>
<i>Subject:</i>	Accounts Due for Payment
<i>Date &amp; Author:</i>	11/07/2014 Jenny Mutter
<i>Responsible Officer:</i>	Finance Officer
<i>Applicant/Proponent:</i>	
<i>File Number:</i>	ADM 0135
<i>Previous minute/s &amp; Reference:</i>	

**SUMMARY**

A list of accounts is attached for all payments made for the month of July 2014.

**DECLARATION OF INTEREST**

Nil

**ATTACHMENTS**

List of accounts Due & Submitted to council 21<sup>st</sup> August 2014

**BACKGROUND INFORMATION**

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

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

**OFFICER'S COMMENT**

**COMMUNITY CONSULTATION**

**COUNCILLOR CONSULTATION**

**STATUTORY ENVIRONMENT**

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

As per list of accounts

**STRATEGIC IMPLICATIONS**

**RISK MANAGEMENT**

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER'S RECOMMENDATION**

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

- Municipal EFT Payment Numbers EFT6494 to EFT6615 inclusive, amounting to \$265,866.02;
- Municipal Cheque Payments numbered 11184 to 11207 totalling \$12,851.76;
- Municipal Direct Debit Payments Numbers DD3956.1, DD3958.1, DD3960.1, DD3962.1, DD3964.1, DD3966.1 amounting to \$14,185.57 ;
- Payroll for July 2014  
02/07/2014 - \$53,816.67  
16/07/2014 - \$48,082.79  
30/07/2014 - \$46,180.69

Be endorsed.

**COUNCIL RESOLUTION****Moved: Cr****Seconded: Cr****Moved en bloc:**

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

- **Municipal EFT Payment Numbers EFT6494 to EFT6615 inclusive, amounting to \$265,866.02;**
- **Municipal Cheque Payments numbered 11184 to 11207 totalling \$12,851.76;**
- **Municipal Direct Debit Payments Numbers DD3956.1, DD3958.1, DD3960.1, DD3962.1, DD3964.1, DD3966.1 amounting to \$14,185.57 ;**
- **Payroll for July 2014**

**02/07/2014 - \$53,816.67**

**16/07/2014 - \$48,082.79**

**30/07/2014 - \$46,180.69**

**Be endorsed.**

**CARRIED**

Meeting Date:	21 <sup>st</sup> August, 2014
Item No	7.2.2.2
Subject:	Reconciliations August 2014
Date & Author:	14/08/2014– Fred Gledhill
Responsible Officer:	Fred Gledhill/Jenny Mutter
Proponent:	Manager Accounting & Finance
File No:	ADM 0189
Voting Requirements:	Simple Majority

### 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 the 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:-

***The Bank Balances as at 31<sup>st</sup> July, 2014:-***

- Municipal Account #	\$268,733.00
- Trust Account	\$ 10,524.70
- Business Telenet Saver (Reserve)	\$6,915,335.19
- WA Treasury O/Night Facility (Super Towns)	\$2,227,657.53

### BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 31 July, 2014 with a comparison for 31 July 2013 is as follows:

	2014	2013
Municipal Account #	\$268,733.00	\$247,117.86
Trust Account	\$10,524.70	\$23,130.06
Reserve Account	\$9,148,114.55	\$10,371,010.60

**RESERVE ACCOUNT**

The Reserve Funds of \$9,142,992.72 as at 30 July, 2014 were invested in:-

- Bank of Western Australia \$6,915,335.19 in the Business Telenet Saver Account and
- \$2,227,657.53 with WA Treasury O/Night Facility.

Breakdown for July 2014 with a comparison for July 2013 is as follows:-

	<b>2014</b>	<b>2013</b>
Sports Complex Upgrade Reserve	\$0.00	\$377,227.61
Land & Building Reserve	\$5,042.96	\$4,917.06
Plant Reserve	\$680,554.55	\$655,035.02
Leave Reserve	\$216,965.44	\$128,170.00
Economic Development Reserve	\$103,867.15	\$101,273.85
Sewerage Reserve	\$77,995.82	\$41,906.84
Unspent Grants & Contributions Reserve	\$2,004,897.34	\$210,565.11
Community Development Reserve	\$1,463,607.71	\$2,311,170.07
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,116,981.69	\$1,204,253.82
Morawa Community Trust Reserve	\$24,772.45	\$34,129.54
Aged Care Units Reserve	\$8,676.66	8,460.00
Transfer Station Reserve	\$191,895.48	\$314,046.90
S/Towns Revitalisation Reserve	\$1,697,902.96	\$2,691,196.24
ST Solar Thermal Power Station Reserve	\$529,754.57	\$515,742.33
Business Units Reserve	\$20,077.92	\$0.00
<b>Total</b>	<b>\$9,142,992.72</b>	<b>\$9,458,639.97</b>

**TRANSFER OF FUNDS**

- \$42,537.35 from Municipal Fund to Plant Reserve being for the 4<sup>th</sup> Quarter Plant Depreciation for 13/14 (accounted for in the 13/14 Financial Statements)
- \$64,145.37 from Unspent Grants to Municipal Fund for the S/T Road Realignment (these funds are also accounted for in the 13/14 Financial Statement)

**STATUTORY ENVIRONMENT**

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

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

As presented

**STRATEGIC IMPLICATIONS**

Nil

**RISK MANAGEMENT**

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

**OFFICER'S RECOMMENDATION**

It is recommended that the bank reconciliation report for 30 July, 2014 be received.

**COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**Moved en bloc**

**It is recommended that the bank reconciliation report for 30 July, 2014 be received.**

<b>Item No</b>	<b>7.2.2.3</b>
<b>Subject:</b>	<b>Monthly Financial Statements</b>
<b>Proponent:</b>	<b>Manager Accounting &amp; Finance</b>
<b>Signature of CEO</b>	
<b>Voting Requirements:</b>	<b>Simple Majority</b>
<b>Meeting Date:</b>	<b>21<sup>th</sup> August, 2014</b>

### **INTRODUCTION**

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

### **COMMENT**

The July Monthly Financial Activity Report and a copy of the schedules pertaining to Councils operations is provided under separate.

As the financial statements show Councils operations in actuals only there are ***no variances to report for this month*** due to the 2014/2015 Budget yet to be adopted.

### **STATUTORY ENVIRONMENT**

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

### **FINANCIAL IMPLICATIONS**

As presented

### **STRATEGIC IMPLICATIONS**

Nil

### **OFFICER'S RECOMMENDATION**

It is recommended that Council receive the Statement of Financial Activity Report and note that there is no variance report for July due to the Budget yet to be adopted.

### **COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**Moved en bloc:**

**It is recommended that Council receive the Statement of Financial Activity Report and note that there is no variance report for July due to the Budget yet to be adopted.**

Date of Meeting:	<b>21 August 2014</b>
Item No:	<b>7.2.4.1</b>
Subject:	<b>Closed Circuit Television (CCTV) Policy</b>
Date & Author:	<b>6 August 2014, John Elliot</b>
Applicant/Proponent:	<b>Shire of Morawa</b>
Previous Minute/s & Reference:	

### **SUMMARY**

The purpose of this report is for Council to consider adoption of a policy relating to the operation and management of Shire of Morawa CCTV systems.

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

Attachment 1 – Draft 6.5 Closed Circuit Television (CCTV) Policy

### **BACKGROUND INFORMATION**

The Shire of Morawa has installed a Closed Circuit Television (CCTV) system at the Morawa Sports Ground and has a CCTV system located at the Visitors Centre on Winfield Street.

The Shire of Morawa is committed to reducing crime and improving safety within the Shire of Morawa.

The CCTV systems located within the Morawa town site have been developed and installed to record incidents of alleged criminal or unwanted behaviour at or adjacent to Shire of Morawa facilities.

### **OFFICER'S COMMENT**

To accord with State and Federal Government policies and regulations it is considered appropriate for the Shire of Morawa to adopt a policy to provide a framework for the operation and management of Shire owned and run CCTV systems.

The policy has been developed to provide guidance for the operation and management of the CCTV systems based on addressing the following fields:

- Objectives

- Access to Equipment
- Recording and Storage of Information
- Signage
- Law Enforcement
- Statutory Requirements
- Complaints
- Management

This proposed policy would apply to Shire of Morawa owned and operated CCTV systems only.

Adoption of the policy by Council would provide shire staff with precise guidelines to act in accordance with Council's requirements.

### **COMMUNITY CONSULTATION**

The Shire of Morawa has not completed any public consultation based on the policy being an operational and management policy providing operational and management guidance to Shire of Morawa staff.

### **COUNCILLOR CONSULTATION**

Councillors were briefed on the proposed policy at a Council briefing session held on XX August 2014.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Surveillance Devices Act 1998

Telecommunications (Interception) Western Australia Act 1996

Freedom of Information Act 1992

Privacy Act 1988

### **POLICY IMPLICATIONS**

The CCTV policy, if adopted, will become part of the overall Shire of Morawa Policy Manual governing the operations of the Shire of Morawa.

### **FINANCIAL IMPLICATIONS**

Nil.

### **STRATEGIC IMPLICATIONS**

Nil.

**RISK MANAGEMENT**

The proposed CCTV policy accords with Australian Standard 4806.1 – Closed Circuit Television (CCTV) Management and Operation – Code of Practice.

**VOTING REQUIREMENT:**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That Council resolves to endorse:-

- Adoption of *"6.5 Closed Circuit Television (CCTV) Policy"*: and
- Incorporate the *"6.5 Closed Circuit Television (CCTV) Policy"* in the Shire of Morawa's Policy and Procedures Manual.

**COUNCIL RESOLUTION**

**Moved: Cr M J Thornton**

**Seconded: Cr K P Stokes**

That Council resolves to endorse:-

- **Adoption of *"6.5 Closed Circuit Television (CCTV) Policy"*: and**
- **Incorporate the *"6.5 Closed Circuit Television (CCTV) Policy"* in the Shire of Morawa's Policy and Procedures Manual.**

**CARRIED  
6/0**

<i>Date of Meeting:</i>	<b>21 August 2014</b>
<i>Item No:</i>	<b>7.2.4.2</b>
<i>Subject:</i>	<b>Road Dedication Mingenew Morawa Road</b>
<i>Date &amp; Author:</i>	<b>29 July 2014, John Elliot (Project Officer)</b>
<i>Applicant/ Proponent:</i>	<b>Shire of Morawa</b>
<i>File Number:</i>	<b>ADM 0287</b>
<i>Previous Minute/s and Reference:</i>	

### **SUMMARY**

The purpose of this report is for Council to consider the proposed dedication of land by Main Roads Western Australia as detailed on drawings 1360-155 to 1360-160. This report seeks the consent of the Council to dedicate portions of land as road under Section 56 of *Land Administration Act 1997*.

### **DECLARATION OF INTEREST**

Author of report has no declaration of interest.

### **ATTACHMENTS**

Attachment 1–	Letter from Main Roads Western Australia
Attachment 2–	Drawing 1360-155 to 1360-160
Attachment 3–	Main Roads Consultation Report

### **BACKGROUND INFORMATION**

Main Roads Western Australia (MRWA) has advised the Shire of Morawa of their plans for future improvements to a section of Morawa Mingenew Road located within the Shire of Morawa Local Government boundary.

Proposed improvements include:

- Construction of two off road parking bays, west of Franco Road to address fatigue management issues;
- Extend culverts to increase headwall distance from edge of seal to improve safety and to provide for future road widening. (This initiative is the key recommendation from a 2008 Road Safety Audit)
- Realignment of the Mingenew Morawa Road at Franco Road, to improve the safety of the sub-standard curve; and
- Realignment of the Mingenew Morawa Road near Agar Road, to improve poor road geometry.

To accommodate these future works it is necessary to acquire land. The land will then be dedicated as road to form part of the Mingenew Morawa road reserve. As part of the process MRWA require Shire of Morawa approval to dedicate the portions of land as detailed in attachment 2 (MRWA Drawing 1360-155 to 1360-160).

**OFFICER'S COMMENT**

While MRWA has care, control and management responsibility of the Mingenew Morawa Road, the *Land Administration Act 1997* requires that the local government provides consent be given to the dedication action.

MRWA has consulted with landowners directly impacted from the proposed road works and now seeks to formalise the dedication process. MRWA has formally written to the Shire of Morawa requesting that the dedication of land is completed under section 56 of the *Land Administration Act 1997*.

MRWA indemnifies Council against all costs and charges in pursuant of section 56 *Land Administration Act 1997*. Land will be acquired by MRWA in accordance with the *Land Administration Act 1997*.

**COMMUNITY CONSULTATION**

No Community Consultation is required under the Section 56 process.

MRWA have completed individual consultation, as detailed in Attachment 3, with all private landowners directly affected by the dedication.

**COUNCILLOR CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

Land Administration Act 1997  
The Planning and Development Act 2005  
Shire of Morawa Local Planning Scheme No .2  
Local Government Act 1995

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

MRWA has advised that the dedication of all sections of land associated with the future improvements to the sections of Mingenew-Morawa Road will be at the cost and completed by Main Roads Western Australia. The Shire of Morawa will also be indemnified against all costs and charges that relate to the dedication action.

**STRATEGIC IMPLICATIONS**

The development and maintenance of the two off road parking bays, extended culverts, realignment of the Mingenew Morawa Road at Franco Road and realignment of the Mingenew Morawa Road near Agar Road will be required to comply with Main Roads Western Australia policy and procedures.

**RISK MANAGEMENT**

The procedure follows the formal Section 56 process under the Land Administration Act 1997.

**VOTING REQUIREMENT:**

Simple majority.

**OFFICER'S RECOMMENDATION**

It is recommended:-

Council approve the dedication of the land, the subject of Main Roads Drawings 1360-155 to 1360-160, as road under Section 56 of the Land Administration Act 1997.

**COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D B Collins**

It is recommended:-

**Council approve the dedication of the land, the subject of Main Roads Drawings 1360-155 to 1360-160, as road under Section 56 of the Land Administration Act 1997.**

**CARRIED  
6/0**

<i>Date of Meeting:</i>	<b>21 August 2014</b>
<i>Item No:</i>	<b>7.2.4.3</b>
<i>Subject:</i>	<b>Morawa Freight Heavy Haulage Road Main Road Acquisition of Portion of Lot 454 Winfield Street Morawa</b>
<i>Date &amp; Author:</i>	<b>29 July 2014, John Elliot (Project Officer)</b>
<i>Applicant/ Proponent:</i>	<b>Shire of Morawa</b>
<i>File Number:</i>	<b>ADM 0592</b>
<i>Previous Minute/s and Reference:</i>	<b>Shire of Morawa Council Meeting March 2013 and March 2014</b>

### **SUMMARY**

The purpose of this report is for Council to authorise the affixation of the Common Seal of the Shire of Morawa to the Section 168 Agreement between the Shire of Morawa and Commissioner of Main Roads for the sale of Portion of Lot 454 Winfield Street Morawa in the presence of the Shire President and the Chief Executive Officer.

### **DECLARATION OF INTEREST**

Author of report has no declaration of interest.

### **ATTACHMENTS**

Attachment 1– Letter from State Solicitors Office  
Attachment 2– Section 168 Agreement

### **BACKGROUND INFORMATION**

The subject land holdings that the proposed parallel freight alignment road and extensions to Davis Street and Winfield Street will be located on is portion of:

- Reserve 43109 (Shire of Morawa- Control)
- Lot 302 on deposited plan 43387 (Reserve under management order Shire of Morawa)
- Lot 454 on deposited plan 220967 Folio 191(Shire of Morawa- Freehold ownership)
- Railway Reserve 46263 (Public Transport Authority/Brookfield Rail)

The majority of the subject land is either under control or ownership of the Shire of Morawa.

Mains Road Western Australia has agreed to complete the:

- Dedication and proclamation of the freight realignment road as a Main Roads Western Australia vested and controlled public road; and
- Transfer the care and control of Winfield Street from Main Roads Western Australia to the Shire of Morawa by deproclamation.

Lot 454 on deposited plan 220967 Folio 191 is a freehold landholding under the ownership of the Shire of Morawa. The subject land is zoned Railway Reserve under the Shire of Morawa Town Planning Scheme No 2.

Main Roads Western Australia has advised that the completion of a formal S.168 Land Administration Act agreement between Main Roads Western Australia and the Shire for the purchase/acquisition by Main Roads Western Australia of a 4323 m<sup>2</sup> portion of Lot 454 is the most appropriate way to transfer the portion of the land holding for the road dedication.

### **OFFICER'S COMMENT**

Main Roads Western Australia has written to Councils officers requesting that the land be provided to Main Roads Western Australia at a nominal fee of \$1.00. The subject land is not utilised by the Shire.

Completion of the Section 168 process will allow for the completion of the road dedication process, allowing the SuperTown project to reach a successful completion.

Main Roads Western Australia have advised that the only other way to complete the road dedication process over the portion of Lot 454 would be through a form 1A subdivision process which would involve a longer time period, cost and potentially require the clearance of subdivision conditions.

### **COMMUNITY CONSULTATION**

The Shire of Morawa in collaboration with the project consultants has completed a range of public consultation including public meetings and workshops to gain community and business input. Individual meetings with key landowners potentially impacted by the construction of the new freight realignment road were conducted on the 19th and 20th March 2013. This level of engagement is considered sufficient to alleviate any perceived concerns of inadequate community consultation.

### **COUNCILLOR CONSULTATION**

The Road layout and design was considered and endorsed by Council at the Council Meeting held on March 2013.

At the Council meeting held in March 2014 Council endorsed the following:

#### **"COUNCIL RESOLUTION**

*Moved: Cr K P Stokes*

*Seconded: Cr D S Carslake*

*It is recommended:-*

*That Council:*

1. Authorise a formal S.168 Land Administration Act agreement between Main Roads Western Australia and the Shire of Morawa for the purchase/acquisition by Main Roads Western Australia of portion of Lot 454 Winfield Street Morawa in accordance with plan 1360-095-1;
2. Approve the Main Roads Western Australia acquisition price being \$1.00 for portion of Lot 454 Winfield Street Morawa and the Shire of Morawa agreeing to not lodge a claim for compensation for any further amount as part of the taking process;
3. Agree to Main Roads Western Australia fund the cost of advertising and conveyancing for the registration of the taking order; and
4. Approve the Shire of Morawa funding the cost of the cadastral survey of the Morawa Heavy Freight Road Alignment road.

CARRIED  
7/0"

### **STATUTORY ENVIRONMENT**

Land Administration Act 1997  
The Planning and Development Act 2005  
Shire of Morawa Local Planning Scheme No .2  
Local Government Act 1995

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Main Roads Western Australia has written to Councils officers requesting that the land be provided to Main Roads Western Australia at a nominal fee of \$1.00.

Main Roads Western Australia have agreed to fund the cost of advertising and conveyancing for the registration of the taking order.

The Shire of Morawa will fund the cost of the cadastral survey of the Morawa Heavy Freight Road Alignment road. This has been included in the Royalty for Regions Supertown budget for the project.

### **STRATEGIC IMPLICATIONS**

The development and maintenance of the freight realignment road will be required to comply with Main Roads Western Australia policy and procedures.

The proposed road dedication associated with the freight alignment road conforms to the development and planning objectives of the Morawa SuperTown Growth Plan 2012.

**RISK MANAGEMENT**

Completion of the Section 168 process can run in conjunction with the associated construction of the Heavy Haulage Road project.

**VOTING REQUIREMENT:**

Simple majority.

**OFFICER'S RECOMMENDATION**

It is recommended:-

Council under section 9.49 of the Local Government Act 1995 approves:

The common seal of the Shire of Morawa to be affixed to the Section 168 Agreement between the Shire of Morawa and Commissioner of Main Roads for the sale of Portion of Lot 454 Winfield Street Morawa in the presence of the Shire President and the Chief Executive Officer, each of whom is to sign the document to attest that the common seal was so affixed.

**COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D S Carslake**

It is recommended:-

Council under section 9.49 of the Local Government Act 1995 approves:

**The common seal of the Shire of Morawa to be affixed to the Section 168 Agreement between the Shire of Morawa and Commissioner of Main Roads for the sale of Portion of Lot 454 Winfield Street Morawa in the presence of the Shire President and the Chief Executive Officer, each of whom is to sign the document to attest that the common seal was so affixed.**

**CARRIED  
6/0**

Date of Meeting:	21 August 2014
Item No:	7.2.5.1
Subject:	Shire of Morawa Community Pools Revitalisation Programme (CPRP) –Funding Application-Delegated Authority to Chief Executive Officer
Date & Author:	17 July 2014 David Williams
Responsible Officer:	David Williams Deputy Chief Executive Officer
Applicant/Proponent:	David Williams
Previous minute/s & Reference:	

### **SUMMARY**

The purpose of this report is for Council to delegate authority to the Chief Executive Officer to submit an application on behalf of the Shire of Morawa for a grant of up to \$30,000 from the Community Pools Revitalisation Program.

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

Community Pools information package

### **BACKGROUND INFORMATION**

#### **Extract from a recent Press release**

*‘Sport and Recreation Minister Terry Waldron today (15<sup>th</sup> July) said he was pleased to announce the commencement of the State Government’s Community Pool Revitalisation Program.*

*“Eligible regional local governments which operate a public aquatic centre can apply for up to \$30,000 a year per aquatic centre to go towards centre maintenance, upgrades, purchase of pool equipment and staff training,” Mr Waldron said.*

*“Aquatic centres are a central hub for not only recreation, learning, exercise and rehabilitation but also socialising. In fact, in remote communities there is evidence that regular visits to the town pool has contributed to reduced chronic disease and improved educational and social outcomes for residents.”*

*In addition to recreation opportunities, public pools are the venue for swimming lessons, including in-term and vacation swimming classes, teaching children and adults about water safety and survival techniques.*

*Regional Development Minister Terry Redman said the funds were made possible through the State Government’s Royalties for Regions program.*

*"We are committed to providing quality sporting and recreational facilities for regional communities across the State," Mr Redman said.*

*There will be one funding round a year and grants can be spent on improvements including flood lighting and heating, swim instructor training, the purchase of pool equipment such as lane ropes or maintenance on the facility.*

*Applications are now open and will close on Friday, August 15, 2014.*

**Fact file**

- *The program is administered by the Department of Sport and Recreation.*

*Applications must be submitted through the online portal.*

*Prospective applicants are required to register with the Department prior to applying, in order to receive a login and password and a link to the online portal.*

*The relevant contact should email [cprp@dsr.wa.gov.au](mailto:cprp@dsr.wa.gov.au) with their name, local government, work email and position. Please note that this person will be entering into a contract with the State of Western Australia should their application be successful, **and must have the required delegated authority to do so on behalf of their local government.***

*Applications can be submitted by regional local governments that:*

- *Own and/or operate an aquatic centre and meet the operating and/or maintenance cost of the facility; and*
- *Open that centre to the general public for at least three months during the financial year in which they are applying.*

*Each regional local government can apply for a grant of up to \$30,000 once per aquatic centre per financial year.*

**Who is not eligible to apply?**

*Funding will not be provided to the following organisations:*

- *Metropolitan local governments*
- *Educational institutions*
- *Regional local governments where the facility is operated and/or already subsidised by the State Government*

**OFFICER'S COMMENT**

The Shire of Morawa pool is scheduled for a \$700,000 major upgrade of the filtration plant in the 2014/2015 financial year. The above grant funding would certainly be of benefit in reducing the cost to Council if an application was submitted to offset some of the expenditure required for the upgrade.

Councils proposed 2014/2015 budget also has an allocation of \$15,000 for lane ropes at the pool.

Hence if successful in obtaining the full amount of \$30,000 Council could allocate part of the grant funds to the upgrade and part to provide lane ropes. In applying for the grant the person applying for the grant must have ***must have the required delegated authority to do so on behalf of their local government.*** Currently the Chief Executive officer does not have this authority for the purpose of this grant.

### **COMMUNITY CONSULTATION**

Nil

### **COUNCILLOR CONSULTATION**

Nil

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

The additional funding will assist in maintaining the Morawa swimming pool to a standard which provides *'quality sporting and recreational facilities'* for the community.

### **STRATEGIC IMPLICATIONS**

Upgrading of the Morawa swimming pool is included in the Community Strategic Plan

### **RISK MANAGEMENT**

Nil

### **VOTING REQUIREMENT:**

Simple Majority

### **OFFICER'S RECOMMENDATION**

Council authorises the Chief Executive Officer to submit an application on behalf of the Shire of Morawa for a grant of up to \$30,000 from the Community Pools Revitalisation Program.

### **COUNCIL RESOLUTION**

**Moved: Cr D B Collins**

**Seconded: Cr M J Thornton**

**Council authorises the Chief Executive Officer to submit an application on behalf of the Shire of Morawa for a grant of up to \$30,000 from the Community Pools Revitalisation Program.**

**CARRIED**

**6/0**

<b>Meeting Date:</b>	<b>21 August 2014</b>
<b>Item No:</b>	<b>7.2.5.2</b>
<b>Subject:</b>	<b>Morawa Aerodrome Draft Master Plan</b>
<b>Proponent:</b>	<b>Deputy Chief Executive Officer</b>
<b>Signature of Officer:</b>	
<b>File Number:</b>	
<b>Voting Requirement:</b>	<b>Simple majority</b>

### **INTRODUCTION**

The purpose of this report is for Council to review and provide feedback on the tabled Draft Morawa Aerodrome Master Plan 2014-2025 prepared for the Shire of Morawa by Forte Airport Management. Reviewed and provided feedback can then be included as consideration for the formal adoption of the plan.

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

Draft Morawa Aerodrome Master Plan 2014-2025

### **BACKGROUND INFORMATION**

The Shire of Morawa has previously been unsuccessful in applications for Regional Airports Development Scheme funding to upgrade the Morawa airport as there was no Master Plan describing the need for the upgrade to occur.

Council applied for a grant of \$20,000 to fund a \$40,000 Master Plan through the scheme and were successful in November 2013. Council appointed Forte Airport Management to develop the Master Plan *'which would provide a development structure that will allow the Shire of Morawa to appropriately manage aviation demand in the future.'*

### **OFFICER'S COMMENT**

Council has requested the draft be made available for Council to provide comment on inclusions or amendments to the draft prior to the Master Plan being formally adopted.

The Gliding Club has also requested to view the plan and have input into the final document.

Prior discussions have been held with the Gliding Club and the draft plan has included the comments by the club taking into consideration the development of suitable apron areas and expansion of land for the development of a terminal building and hangars.

The plan also references an area for Fire-Fighting Water Bombers.

The Master Plan provides detail to support grant funding and financial assistance agreements currently being prepared to fund the total cost of upgrading the Morawa Airport

### **COMMUNITY CONSULTATION**

The Morawa Glider Club has been consulted prior for input of the first draft of the Master Plan.

### **COUNCILLOR CONSULTATION**

Tabled at this agenda for Councils Consideration

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

The plan has been funded by Regional Airports Development Scheme grant of \$20,000 and a carry forward general purpose fund of \$20,000 in the 2014-2015 year financial budget.

### **STRATEGIC IMPLICATIONS**

This project is consistent with the recently adopted Shire of Morawa Corporate Business Plan.

### **RISK MANAGEMENT**

Successful funding and upgrade of the Morawa airport with new apron lights and a sealed strip will provide a 24 hour landing facility for the Royal Flying Doctor Service to continue medical services supporting the Morawa and surrounding communities.

### **OFFICER'S RECOMMENDATION**

It is recommended:-

Council adopt the tabled draft Morawa Airport Master Plan 2014-2025.

### **COUNCIL RESOLUTION**

**Moved: Cr**

**Seconded: Cr**

**It is recommended:-**

**Council adopt the tabled draft Morawa Airport Master Plan 2014-2025.**

**The Officers report was withdrawn as Council requested there be further discussion and review of the Draft Master Plan before the plan could be endorsed by Council.**

<b>Meeting Date:</b>	<b>21 August 2014</b>
<b>Item No:</b>	<b>7.2.5.3</b>
<b>Subject:</b>	<b>Old Council Chambers upgrade call for Tenders</b>
<b>Proponent:</b>	<b>Deputy Chief Executive Officer</b>
<b>Signature of Officer:</b>	
<b>File Number:</b>	
<b>Previous minute/s &amp; Reference</b>	

### **INTRODUCTION**

The purpose of this report is for Council to resolve calling for tenders to upgrade the Old Council Chambers in Prater Street Morawa.

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

Laura Gray Heritage Consultant Report-Costing's  
Old Council Chambers Heritage Council Resolution

### **BACKGROUND INFORMATION**

The Old Morawa Council Chambers in Prater Street was finally vacated by Council staff in 2009 and Council in August of 2012 to have much needed repairs and renovations to the roof, interior and exterior of the building. The building is listed under the Heritage of Western Australia Act 1990 Heritage list and required the Heritage Council of Western Australia's approval for a schedule of works before the renovations could commence. Approval has now been granted and is included as an attachment for Councils information.

Council was successful in obtaining a Lotteries West Funding grant of \$95,000 and has budgeted \$139,041 from the Community Development fund in this year's 2014-2015 budget to complete the project. To remain eligible for the Lotteries West funding the project must be completed by December 2014.

There have been delays in commencing the project due to a grant fund from Regional Development Australia being declined.

Original budgets to complete all the works require were valued at \$236,985 however a recent building quantity surveyors report who was engaged by Eastman Poletti Sherwood Architects has estimated the works to replace just the roof including design and construction and professional fees was \$316,580.

### **OFFICER'S COMMENT**

Discussion has been held with Eastman Poletti Sherwood Architects Terry Baker regarding the opinion of probable cost for the building with the view to reducing the cost to have the roofing work completed.

*Shire of Morawa: Minutes of the Ordinary Meeting of Council held 21st August 2014*

The outcome of the discussion was that the roofing work as prescribed in the Heritage Council approval could be reduced from the quantities surveyors estimate but could still be in excess of \$100,000 and would therefore need to be tender as required by the Local Government (Functions and General) Regulations 1996

**COMMUNITY CONSULTATION**

Nil

**COUNCILLOR CONSULTATION**

Previous agenda report August 2011 July 2013

**STATUTORY ENVIRONMENT**

Local Government Act 1995  
Local Government (Functions and General) Regulations 1996

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Council was successful in obtaining a Lotteries West Funding grant of \$95,000 and has budgeted \$139,041 from the Community Development fund in this year 2014-2015 budget to complete the project.

Due to the size of this project, a tendering process could be required to secure appropriately qualified / experienced contractors to complete this work.

**STRATEGIC IMPLICATIONS**

This project is consistent with the recently adopted Shire of Morawa Corporate Business Plan.

**RISK MANAGEMENT**

There is a real risk the building will continue to deteriorate with the cost to repair the building increasing the longer the building remains neglected.

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER'S RECOMMENDATION**

It is recommended:-

Council authorises the Chief Executive Officer to call for tenders to upgrade the Old Council Chambers in Prater Street Morawa.

**COUNCIL RESOLUTION**

**Moved: Cr D B Collins**

**Seconded: Cr D J Coaker**

**It is recommended:-**

**Council authorises the Chief Executive Officer to call for tenders to upgrade the Old Council Chambers in Prater Street Morawa.**

**CARRIED  
6/0**

<b>Meeting Date:</b>	<b>21 August 2014</b>
<b>Item No:</b>	<b>7.2.5.4</b>
<b>Subject:</b>	<b>Morawa Swimming Pool – Supply and Installation of a New Filtration System &amp; General Building Repairs Re- Tender</b>
<b>Proponent:</b>	<b>Deputy Chief Executive Officer</b>
<b>Signature of Officer:</b>	
<b>File Number:</b>	
<b>Voting Requirement:</b>	<b>Absolute Majority</b>
<b>Previous minute/s &amp; Reference</b>	<b>Detailed in the report</b>

## **INTRODUCTION**

The purpose of this report is for Council to resolve the re-tendering of works for the supply and install of a new filtration system and complete general building repairs at the Morawa pool.

## **DECLARATION OF INTEREST**

Nil

## **ATTACHMENTS**

Eastman Poletti Sherwood Architects estimation-quotes received for the report

## **BACKGROUND INFORMATION**

Council's officers reported to Council on 17<sup>th</sup> August 2011 that;

*The Morawa Swimming Pool is still using the original infiltration system as established when the pool was first built. The infiltration system does not meet current pool operating / health standards and has reached the end of its useful life.*

*A proposal has been received from AVP Commercial Pools (copy attached) to undertake works to replace and reinstate the Morawa Swimming Pool infiltration system to meet current and future requirements. Proposed works include:-*

- *Replace existing plant room / building*
- *Demolish existing backwash tank and replace with above ground facility*
- *Balance tank preparations, including form, steel, concrete, render and waterproof, restoration of roof structure*
- *Balance tank sandblasting and tank preparations, render / patch as required and waterproof, restoration of roof structure*
- *Establish new filtration plant and backwash tank*

*The March 2010 cost of this project has been estimated at \$416,000 plus the cost of a new building, say \$600,000 in total.*

A further report on the 6<sup>th</sup> of July 2012 provided the following;

*Shire of Morawa: Minutes of the Ordinary Meeting of Council held 21st August 2014*

AVP were requested to inspect the pool in May of 2012 due to concerns that the under-water silicon joins in the pool were lifting and paint work was powdering.

The pool bowl was last painted and had repair work in 2003-2004. A previous assessment of the pools infrastructure has also been carried by AVP commercial pool consultants. The assessment provides that major work on the plant room and filtration unit will be required in the immediate future for the pool to remain functional. The work is programmed to be completed before the commencement of 2013-2014 pool season.

AVP have forwarded an revised quote for the additional maintenance (attached) for the repair work and have commented the work can be postponed until the plant room and filtration work is carried out.

The upgrade (\$590,000.00) has been approved for budgeting in the 2012-2013 year with funding from the Department of Sport and Recreation and from the Royalties for Regions Country Local Government Fund local component. However the additional maintenance work has been estimated at \$100,000.00 and will require budget consideration.

The preferred option would be to combine the two activities and tender the work as one project and have the work scheduled to commence at the closure of the pool in April of 2013.

COUNCIL RESOLUTION from July 2012

Moved: Cr G R North

Seconded: Cr D S Carslake

That:-

1. Council endorse the Swimming Pool Managers Report and provide budget consideration for the chemicals, equipment, the additional maintenance and upgrades in the 2012-2013 year's budget.
2. Council combine the two activities and tender the work as one project.
3. The work is scheduled to commence at the closure of the Morawa Swimming Pool in April 2013.

CARRIED  
7/0

Council's budget for the work totalled \$790,000 in the 2012-2013 financial years' budget to cover the cost of the above works, demolition and a new shed for the infiltration unit.

The tender was advertised by Eastman, Poletti and Sherwood on the 13<sup>th</sup> and 20<sup>th</sup> of April and closed on 13 May 2013.

The only submitted tender received was from Commercial Aquatics Australia for \$1,282,397.00(GST exclusive) which was \$492,397.00 over Councils allocated budget.

COUNCIL RESOLUTION from the June 2013 meeting

Moved: Cr K P Stokes

Seconded: Cr D J Coaker

It is recommended:-

1. Council does not accept the submitted tender received from Commercial Aquatics Australia for \$1,282,397.00 (Gst Exclusive) to supply and install a new filtration system & complete general building repairs at the Morawa pool.
2. Council resolves to readvertise and call for tenders to upgrade to the Morawa Swimming Pool filtration system inclusive of the Filtration Plant Shed.

CARRIED  
7/0

The 2012-2013 Royalties for Regions Country Local Government Fund local component of \$358,000 was withdrawn due to a non-acquittal of a grant causing further delays to re-tender the project.

The funding from the Department of Sport and Recreation of \$229,000 has been granted a deferment until June 2015 and the Royalties for Regions Country Local Government Fund (CLGF) 2012-2013 local component of \$358,000 has since been reinstated.

**OFFICER'S COMMENT**

Submitted quotes indicate the shed and filtration plant have a combined budget of \$623,000. Further works inclusive of painting and replacement of the balance tank and backwash tank, landscaping at the end of the project is still required. This work is estimated to cost \$140,000 and can be project managed in house.

Budget 2014-2015 Funding for the works is as detailed below.

	\$229,000 Community Sporting and Recreation Facility Fund (CSRFF)
	\$358,000 CLGF
	<u>\$170,000</u> Council contribution
Total	<u>\$757,000</u>

Council is required to contribute at two thirds ie \$458,000 to be eligible for the \$229,000 Department of Sport and Recreation funding. The \$358,000 CLGF can be utilised as part of that contribution.

Project costs are now at the original budget level as they have been quoted for separately.

Currently the major constraint is time as the tender needs to be re-advertised and work completed in time for the pool to be reopened. There is a possibility the pool work will now be delayed until early April 2015.

*Shire of Morawa: Minutes of the Ordinary Meeting of Council held 21st August 2014*

The following time frame have been given to complete the works.

*'The approximate time to allow to complete the works, as detailed within the Filtration Bid, would be approximately 28 weeks. A breakdown of this;*

- *Internal Design Processes* = 6 weeks
- *WA Health Department Approval process* = 6 weeks
- *Filtration Units* = 12-18 weeks, post design acceptance
- *Electrical Sub-Board* = 6 weeks, post design acceptance
- *On-site installation timeframe* = 6 weeks
- *Commissioning*  
=2weeks

**TOTAL TIME** **34 weeks**

*The major factor in the timeframe is the filtration units. I've used a median delivery of 14 weeks in the 34 week total.*

*The lead time quoted is for the Emaux NL2300 filters currently allowed for within our bid. We are able to investigate alternative filter units for a better lead time, if this is of a great impact to the program. '*

Before tending any project over the prescribe amount for a project of \$100,000 Council should resolve to approve of the project and advertise for tenders.

Local government is required by the Local Government (Functions and General) Regulations 1996 to either accept or refuse a tender and are not permitted to negotiate with any tender. Only minor variations are permitted to the tender after the tender has been awarded.

### **COMMUNITY CONSULTATION**

Nil

### **COUNCILLOR CONSULTATION**

Previous agenda report August, 2011 July, 2013

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

A successful Department of Sport & Recreation CSRFF application achieved funding towards this project of \$229,716. The local component of the 2012/13 Shire of Morawa Country Local Government Fund

(CLGF) Royalties for Regions program 2011/12 financial year CLGF allocations of \$358,578 is being utilised towards the project. Council's budget this year included \$170,000 from general funding.

Due to the size of this project, a tendering process was required to secure appropriately qualified / experienced contractors to complete this work.

### **STRATEGIC IMPLICATIONS**

This project is consistent with the recently adopted Shire of Morawa Sport & Recreation Master Plan.

### **RISK MANAGEMENT**

The condition of the Morawa Swimming Pool infiltration system is poor. There is significant degradation and damage to various sections of the system that require urgent attention.

The upgrade to the Morawa Swimming Pool infiltration system will ensure the longevity of the pool for the future. Over past years, significant work has been carried out to the pool basin and surrounds. Upgrading of the infiltration system is the final major works to be undertaken at the Morawa Swimming Pool. Council has been advised if the leverage funding is not utilised before June 2015 Council will forfeit the funds.

### **OFFICER'S RECOMMENDATION**

It is recommended:-

Council authorises the Chief Executive Officer to call for tenders to upgrade to the Morawa Swimming Pool.

### **COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr D S Carslake**

It is recommended:-

**Council authorises the Chief Executive Officer to call for tenders to upgrade to the Morawa Swimming Pool.**

**CARRIED  
6/0**

Date of Meeting	21 August 2014
Item No:	7.2.5.5
Subject:	Shire of Morawa 2014/15 Annual Budget
Date & Author:	Deputy Chief Executive Officer
File Number:	
Voting Requirement:	Absolute Majority
Previous minute/s & Reference	August 2013 August 2012

### **SUMMARY**

This report is drafted in accordance with section 6.2 of the Local Government Act 1995 which requires a Local Government to prepare and adopt an Annual Budget by 31<sup>st</sup> August in any given financial year. In preparation of the Annual Budget the Council must have regard to the contents of the adopted plan for the future.

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

The Shire of Morawa 2014/15 Annual Budget and accompanying documents.  
Copy of the Ministers letter of approval for the imposing of differential rates and minimum payments

### **BACKGROUND INFORMATION**

The Finance Management Regulations Part 3 lay down the format for the Budget documents. A copy of the adopted Annual Budget is to be submitted to the Executive Director of the Local Government Department within 30 days of adoption.

Section 6.33 and 6.36 of the Local Government Act 1995 prescribe specific procedures which must be followed if a Council requires the adoption of Differential Rates and Minimum Payments. This includes giving specific local public notice of the Council's intention to impose such a rate system and wait 21 days for public comment. This notice has been provided by an advertisement published in the Wes Geraldton Guardian Times Newspaper and Western Australian Newspaper on the on Wednesday 2<sup>nd</sup> July 2014. The 21 day period closed on Wednesday 23<sup>rd</sup> July 2014 with no submissions being received.

In accordance with section 6.33(3) of the Act a Council is required to obtain Ministerial approval for differential rates and minimum payment that are more than twice the lowest rate imposed by it. Following the comment period a submission was forwarded to the Local Government Department seeking Ministerial approval. The Ministers approval has now been forthcoming and a copy is attached.

### **OFFICER'S COMMENT**

The Chief Executive Officer will provide an overview of the Budget highlights to be distributed with the Rate notice. The Draft Budget proposes a 7.5% increase to the GRV Residential/ Commercial and UV Rural properties and a similar increase to the UV Mining Tenements.

There are several components to the Budget to be adopted by the Council which are detailed below for the Councils consideration:-

- **Reporting Material Variances**

In accordance with the Local Government (Financial Management) Regulations 1996, Council is to adopt a percentage or value calculated in accordance with AAS5 accounting standards to be used in statements of financial activity for reporting material variances during the financial year.

The percentage or value that is adopted will require any variance over this figure to be reported in the Monthly Statement of Financial Activity. It is proposed to once again to adopt the percentage 10% with a minimum value of \$10,000 for reporting material variances.

- **Rate Modelling**

Rates in the \$ for the model supplied to the Council have been arrived at by specific consideration being given to the following categories:-

- **Differential Rates – Rural Rates, Mining Rates**

Council advertised the intention to impose a differential rate of \$0.279903c in the \$ of Unimproved Value (UV) for Mining, Exploration and Drilling.

Ministerial approval was sought for \$0.027750 in the \$ of Unimproved Value (UV) for Rural Rates and \$0.2745800 in the \$ of Unimproved Value (UV) for Mining.

This Ministerial approval has now been received.

- **Gross Rental Value (GRV)**

The GRV Residential, and Commercial is proposed to impose a \$0.0682360 rate in the \$ of GRV.

Residential, Commercial and GRV Rural Minimums are proposed to increase from \$239 to \$257.

- **Unimproved Values (UV)**

UV Rural are proposed to increase from \$0.0197080 in the \$ to \$0.0207750 in 2014/15. Minimums to increase from \$239 to \$257.

UV Mining as per Ministerial approval is proposed to be imposed at \$0.2745800. Cents in the \$ with the minimums to reduce from \$705 to \$622 due to increased valuations

- **Fees and Charges**

Due to increased operational costs Councils fees and charges for the forthcoming year have been reviewed and are proposed to increase to reflect an average 3% rise.

## **COMMUNITY CONSULTATION**

There was specific local public notice of the Council's intention to impose such a rate system and wait 21 days for public comment. This notice has been provided by an advertisement published in the Geraldton Guardian Times Newspaper and The West Australian Newspaper on the on Wednesday 2<sup>nd</sup> July 2014. The 21 day period closed on Wednesday 23<sup>rd</sup> July 2014 with no submissions being received.

## **COUNCILLOR CONSULTATION**

Council has met on two occasions to consider the budget content and resolve to advertise the proposed rate increase on the 2<sup>nd</sup> of July 2014

## **STATUTORY ENVIRONMENT**

The Local Government Budget process is prescribed under the Local Government Act 1995 and the Financial Management Regulations 1996.

## **POLICY IMPLICATIONS**

The Federal Government introduced Legislation which governs the Maximum limit Seniors Rebates under Rates and Charges ( Rebates and Deferments) Regulations and pertaining to the budget under review the Department of Treasury and Finance has advised that these rebates have been set at :-

- Rates                      \$276.42
- Sewerage                 \$216.68 capped rate

## **FINANCIAL IMPLICATIONS**

A full budget document has been provided to all Councillors under separate cover. Based on the Rate increases proposed in this report the overall revenue gain on the previous year is expected to be in the vicinity of 7.5% allowing for acceptable early payment of the Rates levied.

## **STRATEGIC IMPLICATIONS**

All aspects of the Councils adopted Strategic Community Plan, including the long term Works Plan, Asset Management Plan; Long Term Financial Plan etc. have been taken into consideration when framing this Draft Budget. The initiatives recommended in this Budget consistently reflect the integrated planning direction previously adopted by the Council in 2013.

## **RISK MANAGEMENT**

The ability for the Council to undertake the work identified in this Budget will rely on effective and successful collection of rates and revenue levied and identified, and the allocation of suitable resources with which to achieve the program outlined in both the Operational and Capital sections of the Budget document.

## **OFFICER'S RECOMMENDATION**

It is recommended that:-

1. Budget Adoption

The Council Adopts the 2014/15 Budget as presented and reviewed in accordance with Section 6.2(1) of the Local Government Act 1995.

## 2. Rates and Charges

The following rates and charges are adopted for the 2013/14 financial year in accordance with Section 6.32 of the Local Government Act 1995.

### General Rates

- GRV Residential/Commercial \$0.0682360
- UV Rural \$0.0207750
- UV Mining \$0.2745800

### Minimum Rates

- GRV Residential/Commercial \$257
- UV Rural \$257
- UV Mining \$622

## 3. Differential Rates

In accordance with Section 6.33 of the Local Government Act 1995, Council impose differential general rates according to the Predominant purpose for which the land is held or used as determined:-

UV Mining \$0.2745800 cents in the dollar

## 4. Discount for Payment by Due Date

In accordance with Section 6.12 of the Local Government Act 1995, Council offers a 5% discount if rates are paid in full by 4.30pm (WST) within 35 days from the date of issue of the 2014/15 rate notice.

## 5. Overdue interest, Instalment and Administration Charges

The following interest rates and administration charges be adopted in accordance with Section 6.13, 6.45(3) and 6.51 of the Local Government Act 1995 and regulation 68 and 70 of the Financial Management Regulations 1996:-

- 11% on all rates and charges that are declared late;
- 11% on all sundry debtors accounts that remain unpaid after 90 days;
- Instalment plans to comprise of simple interest of 5.5%pa, calculated from the date the first instalment is due, together with, an administration fee of \$5 for each instalment notice, (i.e. \$5 for the 2 instalment options and \$15 for the 4 instalment option).

## 6. Emergency Services Levy (ESL)

Council impose the following amounts set by FESA to be billed through the rating system for 2014/15:-

- Category 4 Properties for Residential, Farming, and Vacant Land – FESA Levy is to be \$0.0040 in the \$ with a minimum of \$64 and a maximum of \$116 on each rate notice assessment issued to the property.
- Category 4 Properties for Commercial, Industrial and Miscellaneous Land – ESL Levy is to be \$0.0040 in the \$ with a minimum of \$64 and a Maximum of \$66,000 on each rate notice assessment issued to the property.
- Category 5 Properties – ESL Levy is to be \$64 on each rate notice assessment issued to the property.
- Mining Tenements fixed charge of \$64
- The interest rate to be charged for the late payment of the Emergency Services Levy by property is 11%.

## 7. Seniors Rebate

Eligible seniors or pension cardholders may receive a pensioner/ senior rebate of no more than the prescribed maximum set by State Treasury for 2013/14 of:-

- Rates \$276.42
- Sewerage \$216.68

## 8. Due Dates

- The due date for payment of rates to be set at 35 days after the date of issue (29<sup>th</sup> of August 2014) in accordance with Section 6.50 (2) of the Local Government Act 1995 (with the due date being 3<sup>rd</sup> October 2014).
- The instalments being due at intervals of 2 months with the 1<sup>st</sup> instalment falling due 35 days after the date of issue (3<sup>rd</sup> October 2014) of rate notice in accordance with Section 62(2) of the Financial Management Regulations 1996.

Due dates for instalment options:-

- 4.30pm 3<sup>rd</sup> October 2014– Payment in full less the discount or first instalment;
- 4.30pm 5<sup>th</sup> December 2014 – second instalment;
- 4.30pm 6<sup>th</sup> February 2015 – third instalment;
- 4.30pm 7<sup>th</sup> April 2015 – fourth instalment.

## 9. Rubbish Collection Charges

In accordance with the Health Act 1911, Council impose the following charges for the 2014/15 financial year:-

### Bin Charges

- \$348.60 per annum for each 240 litre bin provided to residential properties;
- \$697.20 per annum for each 240 litre bin provided to commercial properties.

### Sewerage charge

- Vacant land \$ 238.70 per assessment
- Class 1 Properties:
  - 1<sup>st</sup> major fixture \$ 772.10
  - Each additional fixture \$ 479.97
  - Headworks Connection to properties \$1155.00
  - GRV Residential \$ 0.0682360 cents in the \$
  - GRV Commercial \$ 0.0682360 cents in the \$
  - Minimum Charge – Residential \$ 338.45 per assessment
  - Minimum Charge – Commercial \$ 797.35 per assessment

#### 10. List of Fees and Charges

Council adopt the proposed schedule of Fees and Charges as reviewed and included in the 2014/15 Draft Budget documents.

#### 11. Material Variations

Council in accordance with the Local Government Financial Management Regulations 1996 Section 34 (5) adopt a percentage of 10% with minimum value of \$10,000 for reporting material variances during the 2013/14 financial year.

#### 12. Comparative Figures

Council elect to use the actual figures from the 2013/14 Annual Financial Statements as stated in the 2014/15 Budget documents.

### **COUNCIL RESOLUTION**

**Moved: Cr K P Stokes**

**Seconded: Cr M J Thornton**

**It is recommended that:-**

#### **1. Budget Adoption**

**The Council Adopts the 2014/15 Budget as presented and reviewed in accordance with Section 6.2(1) of the Local Government Act 1995.**

#### **2. Rates and Charges**

**The following rates and charges are adopted for the 2013/14 financial year in accordance with Section 6.32 of the Local Government Act 1995.**

##### **General Rates**

- **GRV Residential/Commercial \$0.0682360**
- **UV Rural \$0.0207750**
- **UV Mining \$0.2745800**

**Minimum Rates**

- GRV Residential/Commercial \$257
- UV Rural \$257
- UV Mining \$622

**3. Differential Rates**

In accordance with Section 6.33 of the Local Government Act 1995, Council impose differential general rates according to the Predominant purpose for which the land is held or used as determined:-

UV Mining \$0. 2745800 cents in the dollar

**4. Discount for Payment by Due Date**

In accordance with Section 6.12 of the Local Government Act 1995, Council offers a 5% discount if rates are paid in full by 4.30pm (WST) within 35 days from the date of issue of the 2014/15 rate notice.

**5. Overdue interest, Instalment and Administration Charges**

The following interest rates and administration charges be adopted in accordance with Section 6.13, 6.45(3) and 6.51 of the Local Government Act 1995 and regulation 68 and 70 of the Financial Management Regulations 1996:-

- 11% on all rates and charges that are declared late;
- 11% on all sundry debtors accounts that remain unpaid after 90 days;
- Instalment plans to comprise of simple interest of 5.5%pa, calculated from the date the first instalment is due, together with, an administration fee of \$5 for each instalment notice, (i.e. \$5 for the 2 instalment options and \$15 for the 4 instalment option).

**6. Emergency Services Levy (ESL)**

Council impose the following amounts set by FESA to be billed through the rating system for 2014/15:-

- Category 4 Properties for Residential, Farming, and Vacant Land – FESA Levy is to be \$0.0040 in the \$ with a minimum of \$64 and a maximum of \$116 on each rate notice assessment issued to the property.
- Category 4 Properties for Commercial, Industrial and Miscellaneous Land – ESL Levy is to be \$0.0040 in the \$ with a minimum of \$64 and a Maximum of \$66,000 on each rate notice assessment issued to the property.
- Category 5 Properties – ESL Levy is to be \$64 on each rate notice assessment issued to the property.
- Mining Tenements fixed charge of \$64
- The interest rate to be charged for the late payment of the Emergency Services Levy by property is 11%.

## 7. Seniors Rebate

Eligible seniors or pension cardholders may receive a pensioner/ senior rebate of no more than the prescribed maximum set by State Treasury for 2013/14 of:-

- Rates \$276.42
- Sewerage \$216.68

## 8. Due Dates

- The due date for payment of rates to be set at 35 days after the date of issue (29<sup>th</sup> of August 2014) in accordance with Section 6.50 (2) of the Local Government Act 1995 (with the due date being 3<sup>rd</sup> October 2014).
- The instalments being due at intervals of 2 months with the 1<sup>st</sup> instalment falling due 35 days after the date of issue (3<sup>rd</sup> October 2014) of rate notice in accordance with Section 62(2) of the Financial Management Regulations 1996.

Due dates for instalment options:-

- 4.30pm 3<sup>rd</sup> October 2014 – Payment in full less the discount or first instalment;
- 4.30pm 5<sup>th</sup> December 2014 – second instalment;
- 4.30pm 6<sup>th</sup> February 2015 – third instalment;
- 4.30pm 7<sup>th</sup> April 2015 – fourth instalment.

## 9. Rubbish Collection Charges

In accordance with the Health Act 1911, Council impose the following charges for the 2014/15 financial year:-

### Bin Charges

- \$348.60 per annum for each 240 litre bin provided to residential properties;
- \$697.20 per annum for each 240 litre bin provided to commercial properties.

### Sewerage charge

- Vacant land \$ 238.70 per assessment
- Class 1 Properties:
  - 1<sup>st</sup> major fixture \$ 772.10
  - Each additional fixture \$ 479.97
  - Headworks Connection to properties \$1155.00
  - GRV Residential \$ 0.0682360 cents in the \$
  - GRV Commercial \$ 0.0682360 cents in the \$
  - Minimum Charge – Residential \$ 338.45 per assessment
  - Minimum Charge – Commercial \$ 797.35 per assessment

## 10. List of Fees and Charges

**Council adopt the proposed schedule of Fees and Charges as reviewed and included in the 2014/15 Draft Budget documents.**

**11. Material Variations**

**Council in accordance with the Local Government Financial Management Regulations 1996 Section 34 (5) adopt a percentage of 10% with minimum value of \$10,000 for reporting material variances during the 2013/14 financial year.**

**12. Comparative Figures**

**Council elect to use the actual figures from the 2013/14 Annual Financial Statements as stated in the 2014/15 Budget documents.**

**CARRIED BY ABSOLUTE MAJORITY  
6/0**

## 7.2.6 Chief Executive Officer - Other

<i>Date of Meeting:</i>	<b>21 August 2014</b>
<i>Item No:</i>	<b>7.2.6.1</b>
<i>Subject:</i>	<b>Strategic Plan Update and Progress Report July 2014</b>
<i>Date &amp; Author:</i>	<b>13 August 2014 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp;</i>	

### **SUMMARY**

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

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

Other updates are also provided regarding the informing strategies including:

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

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.

### **ATTACHMENTS**

- 2013/14 Project Summary Report;
- Shire of Morawa April 2014 *Strategic Plan Update and Progress Report*.

### **BACKGROUND INFORMATION**

The Strategic Plan Update and Progress Report is provided to Council each month for information. The Strategic Community Plan was adopted 21 June 2012.

At this point in time, the Strategic Community Plan has 109 actions listed:

Objective	Actions	Projects 2013/14	Programs 2013/14	Comment
1. A diverse, resilient and innovative economy	46	9	3	This objective is divided into two sub-objectives with nine key projects and three programs covering 27 of the 46 actions which are due for completion in 2013/14
2. Protect and enhance the natural environment	14	5	0	Five key projects covering 11 strategic actions are required to be completed for 2013/14
3. A community that is friendly, healthy and inclusive	26	5	0	Five key projects covering 17 of the 26 actions are due for completion for 2013/14
4. A connected community with strong leadership	23	3	1	Three key projects and one program area covering 18 actions are due for completion for 2013/14

**Table One: Summary of Strategic Actions**

Accordingly, the progress of the projects and program areas covering the strategic actions for 2013/14 are tracked within the Corporate Business Plan. This is because:

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

#### **Informing Strategies**

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

#### Long Term Financial Plan

The long term financial plan is due for review this year. A budget allocation has been included in the 2014/15 budget.

#### *Status*

No change - The Long Term Financial Plan requires updating. UHY Haines Norton have provided a quote which has been included in the 2014/15 Budget.

#### Asset Management Plan

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

#### *Status*

No change - The fair value report regarding plant and equipment needs to go to Morrison Low so that the AMP can be updated.

A meeting with Greenfields will occur to look at road infrastructure regarding fair value for 2014/15.

Romans II will also need updating regarding local road data.

#### Workforce Plan

The Workforce Plan is also monitored by the Department of Local Government and Communities. This required assessment by staff by the end of March 2014.

#### *Status*

The CEO, DCEO and MFA commenced this review on 4 April 2014. A final review is now required. This will be completed by September 2014.

#### Information Communication and Technology (ICT) Plan

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

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

#### *Status*

Development of such a plan is required, and from business continuity perspective it is prudent to do so (in line with the Local Government Audit Regulations - Regulation 17). The CEO will discuss with the Shire's IT contractor.

#### Other Key Informing Strategies

Other key plans that impact on the Strategic Community Plan and the Corporate Business Plan include the Local Planning Scheme and Strategy, the Growth Plan, the Mid West Investment Plan and the North Midlands Economic Plan (proposed Mid West Blue Print). Generally, links are made back from the Corporate Business Plan to the applicable project within this plan.

#### **Risk Management Framework and Compliance Plan**

. The Shire (CEO) by 31 December 2014 will need to have in place:

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

#### *Status*

Council resolved at the 20 February 2014 that the implementation of the requirements for Regulation 17 were forwarded for 2014/15 Budget consideration.

LGIS representatives have indicated that initial requirements could be developed on a regional basis. A proposal was received on 23 April 2014 outlining a joint project with the Shires of Mingenew, Carnamah, Coorow, Morawa & Perenjori at a cost of \$5,856 each. The former CEO accepted this quote and is included in the 2014/15 budget consideration. The project is scheduled to commence on 26 August 2014.

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

##### **Strategic Community Plan**

Further to the above, the success of the Strategic Community Plan (SCP) is based on the outcomes of the Corporate Business Plan and the key performance measures (KPIs) that will form part of the SCP from March 2014. The key performance measures show the desired trend to be achieved for each objective (Economic, Environment, Social and Governance). The key performance measures were inserted into the SCP at the Council meeting on 20 March 2014.

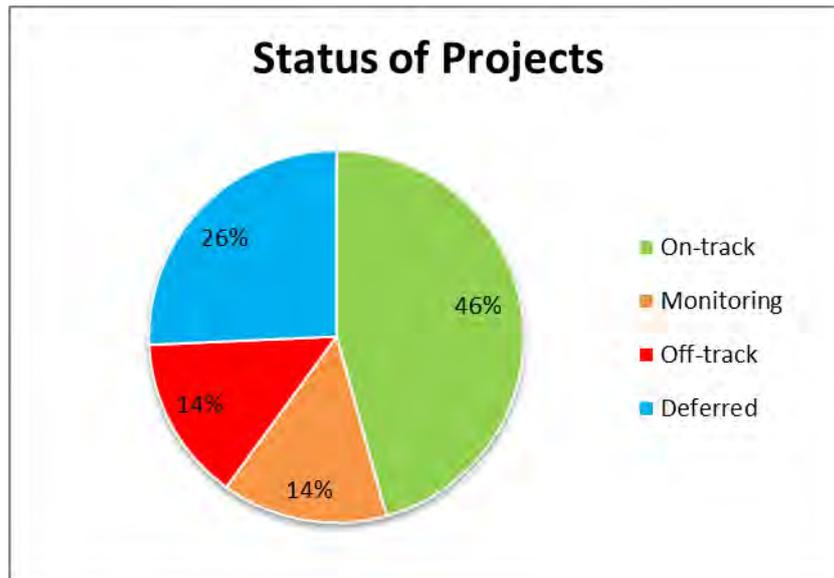
##### **Corporate Business Plan**

The Corporate Business Plan Report is provided each month. Accordingly, a summary report and full copy of the Corporate Business Plan report for June 2014 is attached.

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

##### **Projects**

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



**Chart 1: Breakdown on Status of Projects for 2013/14**

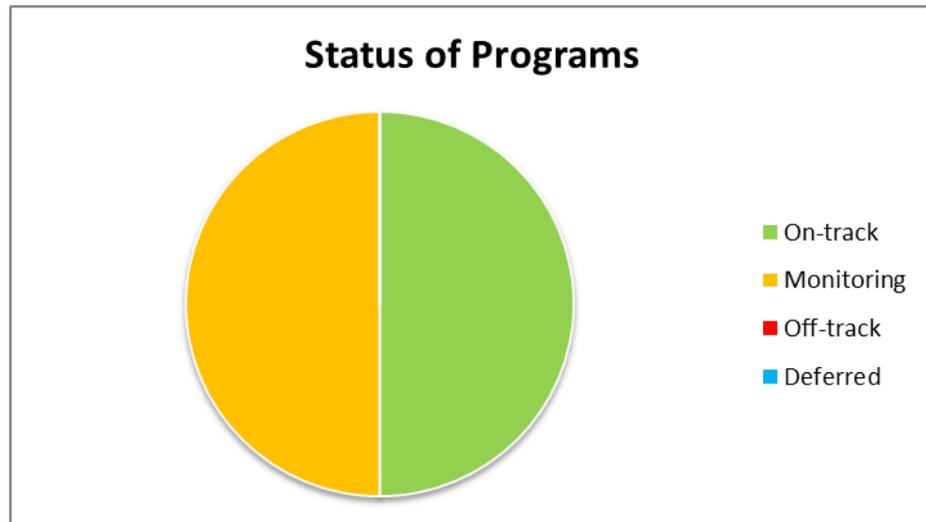
The key things to note regarding Chart 1 - Breakdown on Status of Projects are:

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 66.08%.	
On-track	There are 16 (46%) projects on track (1, 2, 3, 4, 12, 13, 14, 18, 19, 26, 29, 31, 32, 33, 34, & 35), up from 13 (37%) listed last month.	Although The Industry Attraction & Retention project is now on track, the intent of this project will require reassessment (Project 18)
Monitoring	Four (14%) projects are at the monitoring level (7, 20, 21, & 27)	The five projects in monitoring mode are subject to initial delays and subsequent changes in circumstance. In particular: <ul style="list-style-type: none"> <li>Project 27 – the Mobile Black Spot project, was unsuccessful securing key finding from the MWIP and the Shire is now in the process of re-directing the \$1M in funding to another project (Airport Upgrade).</li> </ul>
Off-track	In total there are six	The number of projects off-track has

	<p>projects off track (5, 8, 9, 10, 15, and 30).</p>	<p>improved from 9 to 7. The impacts on these projects include:</p> <ul style="list-style-type: none"> <li>• Staff resourcing in terms of key roles is a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014.</li> <li>• The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> <li>○ Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. Awaiting final 2 quotes to assess if the works are within tender thresholds.;</li> <li>○ Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding Project 3 regarding the Morawa Swimming Pool);</li> <li>○ MWDC requirement to continually review business cases (Project 15) ;</li> </ul> </li> <li>• Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.</li> </ul>
Deferred	<p>There are nine projects deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 &amp; 28);</p>	<p>These projects will require further review as part of the SCP review in August 2014.</p>

### Programs

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



**Chart 2: Breakdown on Status of Programs for 2013/14**

Chart 2 indicates that there are two program areas on track i.e. the Sports Facilities and Programs (78%) and the Roads Program (78%). The program areas requiring monitoring are Ongoing Health Care Provision (50% completed) and Governance (55% completed). The programs on track are subject to key operational or day to day activities and are impacted by seasonal issues. The latter programs generally take time for the costs to come through.

### **COMMUNITY CONSULTATION**

As per the Strategic Plan Update and Progress Report

### **COUNCILLOR CONSULTATION**

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

### **STATUTORY ENVIRONMENT**

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

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

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

**RISK MANAGEMENT**

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

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER'S RECOMMENDATION**

Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for July 2014.

**COUNCIL RESOLUTION**

**Moved: Cr M J Thornton**

**Seconded: Cr D J Coaker**

**Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for July 2014.**

**CARRIED  
6/0**

**7.2.6.4 Correspondence**

Nil

**7.2.6.5 Information Bulletin**

**COUNCIL RESOLUTION**

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

**That Information Bulletin submitted for the 19th June 2014, Ordinary Meeting be received.**

**CARRIED  
6/0**

**8. New Business of an Urgent Nature**

Nil

**9. Applications for Leave of Absence**

NIL

**10. Motions of Which Previous Notice Has Been Given**

Nil

**11. Questions from Members without Notice**

Nil

**12. Meeting Closed**

12.1 Matters for which the meeting may be closed- Nil

12.2 Public reading of resolutions that may be made public- Nil

**13. Closure**

**Meeting was closed at 5:43 pm**

.....**Presiding Person**

**14. Next Meeting**

The next Ordinary Meeting of Council is scheduled for 18th September 2014