



CONFIRMED MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON TUESDAY
22 SEPTEMBER 2015



<p align="center">CONFIRMED MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON TUESDAY 22ND SEPTEMBER 2015</p>

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1. Declaration of Opening

The Shire President declared the meeting open at 5.30pm

1.1 Recording of Those Present

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

Mr J Roberts	Chief Executive Officer
Ms S Appleton	Executive Manager Development & Administration
Ms F Gledhill	Manager of Accounting and Finance
Mr C Ellery	Acting Principal Works Manager

1.2 Apologies

Cr K P Stokes

1.3 Approved Leave of Absence

Nil.

1.4 Welcoming of Visitors to the Meeting

Department of Local Government officers Mr Andrew Borrett and Ms Amy Halliday.

1.5 Announcements by the Presiding Member without Discussion

Nil.

2 Public Question Time

2.1 Response to previous public questions taken on notice

Nil.

2.2 Public question time

Nil.

3 Declaration of Interest

Members are to declare financial, proximity and indirect interests.

Cr M J Thornton Item 7.2.5.2 Proximity

Cr M J Thornton Item 7.2.5.3 Proximity

4 Confirmation of Minutes of Previous Meeting

4.1 20th August 2015 – Ordinary Council Meeting

COUNCIL RESOLUTION

**1509001 Moved: Cr Agar
 Seconded: Cr Carslake**

That the Minutes - item 4.1 – 20th August 2015 – Ordinary Council Meeting be confirmed.

**CARRIED
5/0**

Confirmation of Minutes of Previous Meeting

4.2 16th June 2015 – Ordinary Council Meeting

COUNCIL RESOLUTION

**1509002 Moved: Cr
 Seconded: Cr**

That the Minutes - item 4.2 – 16th June 2015 – Ordinary Council Meeting be confirmed.

**CARRIED
5/0**

5 Public Statements, Petitions, Presentations and Approved Deputations

Nil.

6 Method of Dealing with Agenda Business

Nil.

7 Reports

7.1 Reports from Committees

Nil

7.2 Reports from the Chief Executive Officer

<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.1
<i>Subject:</i>	Status Report –August 2015
<i>Date & Author:</i>	17 August 2015 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	20 August 2015 (Last Update to Council)

SUMMARY

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa August 2015 Status Report.

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

As per the Status Report

COMMUNITY CONSULTATION

As per the Status Report

COUNCILLOR CONSULTATION

As per the Status Report

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Shire of Morawa Status Report for August 2015 as tabled.

COUNCIL RESOLUTION

**1509003 Moved: Cr Agar
Seconded: Cr Thornton**

That Council accepts the Shire of Morawa Status Report for August 2015 as tabled.

**CARRIED
5/0**

COUNCIL RESOLUTION

**1509004 Moved: Cr Thornton
Seconded: Cr Collins**

That items:

7.2.2.1	Accounts due for Payment (August)
7.2.2.2	Reconciliations August 2015
7.2.2.3	Monthly Financial Statements

be moved en bloc

**CARRIED
5/0**

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

			<p>meeting that perhaps it was time to revisit the Gateway Project. Council suggested that this should be done at the Briefing Forum regarding the Old Morawa Hospital. Some preliminary discussion was had on 20 March 2014.</p> <ul style="list-style-type: none"> • SP, CEO & Stuart Griffiths (SMC) met on 17 July 2014 to discuss the Gateway Project and the Future Fund.. SMC stated that the \$100,000 allocation was not tied to the Gateway Project. It was suggested it could be used for community benefit infrastructure such as a childrens' playground. • CEO met with Stuart Griffiths on 19 May 2015. CEO was advised that \$40,000 is available for allocation. Discussions took place about purpose. The possibility of using the funding for adventure equipment in the Town Square was received favourably. 		
Oct-09	8.1.2	Morawa Sports Ground Amenities Upgrade	<p>Hand basin in Ladies Changeroom is affected by distance from the hot water system – pressure issue. A quote has been received to improve the pressure. The quote of \$44k is prohibitive. This not a problem during the winter months as watering of the grounds not required (watering reduces water pressure). An amount of \$44,000 has been included in the 2015/16 draft budget to resolve the problem.</p>	CEO	Oct-13
Feb-10	8.2.2	Morawa Perenjori Trail Master Plan	<ul style="list-style-type: none"> • Initiate action to source grant funds to assist with development of Morawa Perenjori Trail Master Plan. R4R grant application lodged with the MWDC has been unsuccessful. Further grant funding options are being pursued. Approval for part funding for the Bush trial project has been received (\$65,000). Further funding for other projects is being sought from Lotteries West. A report was prepared for the August 2013 meeting for Council's consideration. Outcome was to defer project until Council's contribution could be budgeted. • Second application seeking \$65,000 was submitted in February 2013. There has been a delay due to State Elections in assessment of the application. Notification on the outcome of this application is expected January 2014; • Notified 5 March 2014 that the above application was unsuccessful; • The DCEO suggested on 20 March 2014 that perhaps there was an opportunity to combine the approved funding to the Gateway project. See Gateway Project comments. • No further action at this time. 	CEO	Dec-12

Jul-10	8.1.3	Heavy Industrial Land 10781 Stage 2	<ul style="list-style-type: none"> Commence with heavy industrial land subdivision stage 2 at Lot 10781 Morawa – Yalgoo Road in accordance with Council resolution. Awaiting resolution of future access to 'Club Road' which will impact on the final lots to be made available. LandCorp has confirmed its interest and intent to develop the site into a new Industrial Estate for Morawa. Joint stakeholder meeting scheduled for 7th February 2011. One landholder has indicated a preference to returning the block to the Shire and another landholder has expressed an interest in developing the site. The latter has received Council approval to a proposed land development plan, but has not met timeframe requirements as required under contractual agreement. LandCorp land development application also received and adopted as a preferred plan by Council. WAPC currently considering subdivision application. Stage 1 – Clearing: <ul style="list-style-type: none"> Landcorp Board met in October 2013 regarding the high cost of this project and has approved Stage 1 of a three stage program. (This will include Club Rd, clearing of the access roads and land to the subdivision). Work started 3 March 2014 and is completed; Stage 2 – Headworks: <ul style="list-style-type: none"> Will be funded by Landcorp. Approval to finalise funding will not occur until November 2014 Stage 3 – Installation of Roadways: <ul style="list-style-type: none"> Funded by Landcorp with work to be done by Shire. Discussions have been held to explore the possibility of utilising surplus funds from the Town Centre projects when projects are complete in January 2015. Letters have been sent to MWDC and DRD requested that surplus funds can be reallocated to Club Rd. This has now been approved and work is scheduled to take place late 2015. 	DCEO	Dec-12
Jul-10	Urgent Business	Club Road Access	<ul style="list-style-type: none"> A cost estimate has been received to construct a new thoroughfare to the east of 'Club Road'. WNR has also issued advice offering a 5 year lease to the Shire of Morawa for continued access to 'Club Road'. During the lease term, it is proposed that both parties agree to work together as a means of jointly resolving future access or otherwise to Club Road at the completion of the 5 year term. Club road has now been included as part of the Industrial subdivision process. Department of Environment and Regulation permits approved end of December 2013. Landcorp has recommended local contractor to assist with the 	CEO	Dec-13

			clearing. This work ties in with Stage 1 of Heavy Industrial Land <u>Note:</u> The progress on this project is now subject to the Industrial Sub-division outcomes. See previous item. An amount of \$174,000 has been included in the 2015/16 draft budget to undertake these works. This amount is to be taken from the under spend on the town centre revitalisation projects.		
Jun-11	8.2.1	Climate Change Risk Assessment & Adaptation Action Plan	<ul style="list-style-type: none"> Implement adaptation action plan strategies rated 'extreme' and 'high' as budgetary and human resources permit. Consideration required to start funding actions in 2015/16 	CEO	Jun-13
Apr-13	8.2.2	Regional Mobile Tower Coverage	<ul style="list-style-type: none"> DRD confirmed on 26 February 2014 that the \$1M from the CLGF-R component was approved by Cabinet and issued the FAA at the same time. Minister Redman made this announcement on 7 March 2014. In the interim, the CEO advised DRD (Meegan Babe – Project Officer) on 6 March 2014 that the project commencement date and access to funding is subject to endorsement by the MWDC Board re MWIP funding, which in turn is still subject to final approval by Cabinet. The MWDC Board met on 28 February 2014 to discuss the project. CEO asked for feedback on 6 March 2014 regarding the outcome of the meeting. The CEO and Project Officer also made a submission to the Commonwealth Government's \$100M Mobile Coverage Programme and have listed Merkanooka and Morawa East High as areas requiring a base station. The President based on comments made by some councillors at the Council meeting on 20 February 2014 suggested they contact the CEO on other potential locations. The CEO also asked for this information in the Councillor update issued on 28 February 2014 including whether Merkanooka North and Canna/Gutha North East was suitable; In an email to councillors on 19 March 2014, the author advised that the MWDC Board did not support the project. In short, the letter from the MWDC stated that funding from the Mid West Investment Plan to the seven sites is not supported (worth about \$2.2M) as: <ul style="list-style-type: none"> The MWDC is continuing to work with the State Government regarding the implementation of RMCP Round 2 and that three of the seven sites have been included on the initial draft list of priority sites for the Mid West (Arrino, Latham and Yandanooka); Suggests the shires fund the other four towers themselves (for Morawa this means funding both towers – Merkanooka 	CEO	Jun-30

			<p>and Morawa East).</p> <ul style="list-style-type: none"> • The letter was also sent to the participating member shire presidents. • As discussed at a session with councillors on 20 March 2014: <ul style="list-style-type: none"> ◦ In Morawa's case, there is not the capacity to fund the two towers (the expected cost is in the order of \$2M). As a result, it is highly doubtful that this project will now proceed and leaves the recently awarded \$1M from the County Local Government Fund (CLGF) Regional component to this project at a loose end; ◦ Reallocate the \$1M CLGF – Regional component funding to another Morawa project that is regional in nature. In essence, the Shire of Morawa is entitled to the total allocation of this funding to a regional project due to the other shires already benefitting from earlier allocations out of the CLGF – Regional component; ◦ The Shire President advised that she has spoken to Shane Love MLA on 19 March 2014 to advocate further on this matter re the MWDC and funding from the MWIP. The author also then provided supporting information to Mr Love; ◦ In response, councillors suggested that the \$1M CLGF – R was allocated to the Morawa Airport project. The Shire President indicated that the other shires will need to agree. • On 1 April 2014 Megan from DRD contacted the author regarding whether the funds will be spent this financial year or next financial year. The author commented that the funds will be spent next financial year. Accordingly, Megan advised that the funds will be available from 1 July 2014 once the Shire needs this funding. • The CEO has advised the other CEOs that they need to meet to discuss the possibility of reallocating the \$1M CLGF – R funds to a Morawa project that is of regional benefit. He has also had the opportunity to have preliminary discussions with the CEOs of Three Springs and Mingenew and mention that the upgrade of the Morawa Airport meets the funding requirements. • Letter of Support received from the Shire of Mingenew 29 April 2014. • Business Plan completed and was endorsed at the December Council meeting. • . 		
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Council Resolutions for Actioning or Attention Completed

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

Legend

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

7.2.2 Manager Accounting & Finance

<i>Date of Meeting:</i>	22nd September 2015
<i>Item No:</i>	7.2.2.1
<i>Subject:</i>	Accounts Due for Payment
<i>Date & Author:</i>	11/09/2015 Candice Smith
<i>Responsible Officer:</i>	Senior Finance Officer
<i>Applicant/Proponent:</i>	
<i>File Number:</i>	ADM 0135
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council 22nd September 2015

BACKGROUND INFORMATION

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

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

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse –

1. The list of accounts paid by the Chief Executive Officer under delegated authority, represented by:
 - Municipal EFT Payment Numbers EFT 7738 to EFT 7848 inclusive, amounting to \$241,004.19
 - Municipal Cheque Payments numbered 11444 to 11462 totalling \$45,731.52;
 - Municipal Direct Debit Payments Numbers DD4575.1 to DD4597.8 amounting to \$35,170.73;
 - Payroll for August 2015, 12/08/2015 - \$55,369.26 and 26/08/2015 - \$54,259.01.

COUNCIL RESOLUTION

Moved: Cr

Seconded: Cr

Moved en bloc

That Council endorse –

1. **The list of accounts paid by the Chief Executive Officer under delegated authority, represented by:**

Date: 11/09/2015
Time: 12:29:51PM

SHIRE OF MORAWA

USER: Finance Officer
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7738	04/08/2015	Star Track Express	Freight - Welshpool- Morawa	1		276.64
EFT7739	04/08/2015	WesTrac Equipment Pty Ltd	Parts - PO 16514	1		1,895.19
EFT7740	04/08/2015	Choices Flooring Geraldton	Supply and Install Carpet - PO 16475 – 24 Barnes Street	1		2,948.00
EFT7741	04/08/2015	IXOM	70Kg Chlorine Cylinder	1		211.42
EFT7742	04/08/2015	S & K Electrical Contracting Pty Ltd	Repairs - PO 16565	1		192.81
EFT7743	04/08/2015	Canine Control	Ranger Services - 20/07/2015	1		940.50
EFT7744	04/08/2015	WA Local Government Association	Local Laws Subscription 1st July 2015 to 30th June 2020	1		632.50
EFT7745	04/08/2015	Courier Australia	Freight- Perth - Morawa	1		10.87
EFT7746	04/08/2015	ML Communications	Remaining amount for Invoice 45944	1		238.37
EFT7747	04/08/2015	Bob Waddell Consultant	Assistance 2015/16 Budget	1		396.00
EFT7748	04/08/2015	Durack Institute of Technology	Tagging and Testing Course Robert Connolly - PO 15461	1		390.00
EFT7749	04/08/2015	SAI Global Limited	Online Renewal 2015/16	1		2,203.30
EFT7750	04/08/2015	Brookfield Rail	Water Recoup	1		54.69
EFT7751	04/08/2015	Staples	Ink Purchases	1		1,178.10
EFT7752	04/08/2015	Colliers International	Commercial Office Rent	1		847.70
EFT7753	06/08/2015	Morawa SES	Petty Cash -	1		500.00
EFT7754	06/08/2015	Morawa Roadhouse	Catering - PO 16496	1		69.00
EFT7755	06/08/2015	Landgate	Fees - Rural UV	1		263.32

Date: 11/09/2015
Time: 12:29:51PM

SHIRE OF MORAWA

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7756	06/08/2015	IXOM	Service Fee -	1		169.14
EFT7757	06/08/2015	WA Local Government Association	Roman II Subscription 15/16 PO - 16497	1		15,591.17
EFT7758	06/08/2015	Courier Australia	Freight- Walga, Jason Signs - Perth - Morawa	1		275.79
EFT7759	06/08/2015	Vidguard Security Systems	Monitoring Fees = 1st/08/2015-31/10/2015	1		115.50
EFT7760	06/08/2015	Bob Waddell Consultant	Assistance 15/16 Budget	1		2,013.00
EFT7761	06/08/2015	St John of God Pathology	Medical - Jenny Whitmore	1		188.45
EFT7762	06/08/2015	Covs Parts Pty Ltd	Various Parts - PO 16516	1		759.29
EFT7763	06/08/2015	Medelect Biomedical Services	Defibrillator Repair - PO 16558	1		940.50
EFT7764	06/08/2015	Staples	Monthly Fees June 2015	1		1,059.49
EFT7765	11/08/2015	Morawa Golf & Bowling Club	Overhead lights installed	1		14,296.00
EFT7766	11/08/2015	Morawa News & Gifts	Stationary Purchases July - PO 16480	1		291.11
EFT7767	11/08/2015	Star Track Express	Freight Perth - Morawa	1		75.11
EFT7768	11/08/2015	J.R. & A. Hersey Pty Ltd	Earplugs, Masks, Spray - PO 16572	1		314.16
EFT7769	11/08/2015	Kats Rural	Pruner Bypass - PO 16570	1		8.20
EFT7770	11/08/2015	Morawa Drapery Store	Safety Shirts, Pants PO- 16568	1		369.95
EFT7771	11/08/2015	Morawa Traders	Refreshments - Tool Box meeting Depot	1		58.79
EFT7772	11/08/2015	Purcher International Pty Ltd	Various Parts - PO 16519	1		134.86
EFT7773	11/08/2015	Geraldton Fuel Company Pty Ltd	Bulk Fuel, Oil and Card Purchases - PO 16512 16566 16569	1		13,908.29
EFT7774	11/08/2015	Hitachi Construction Machinery (Australia) Pty Ltd	Parts Purchase - PO 16501	1		493.48

Date: 11/09/2015
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SHIRE OF MORAWA

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7775	11/08/2015	S & K Electrical Contracting Pty Ltd	Repair and Replace Lights - PO 16441	1		913.97
EFT7776	11/08/2015	GH Country Courier	Freight - Geraldton - Morawa	1		144.14
EFT7777	11/08/2015	ChemCentre	Waste water sample 03/06/2015	1		265.10
EFT7778	11/08/2015	Sigma Companies Group Pty Ltd	Service Pool Sweeper - PO 16563	1		1,970.38
EFT7779	11/08/2015	Downer EDI Works Pty Ltd	SSK Emulsions - PO 16553	1		1,375.00
EFT7780	11/08/2015	Morawa Rural Enterprises	Welding Rod - PO 16517	1		1,021.55
EFT7781	11/08/2015	Starick Tyres	Tyres - PO 16481	1		269.87
EFT7782	11/08/2015	Western Indigenous Media Limited	Subscription 2015/16 PO- 16494	1		48.00
EFT7783	11/08/2015	Wentworth Plaza Hotel	Accommodation Molly - PO 16398	1		936.00
EFT7784	11/08/2015	Central Midwest Service	Unblock Drain - PO 16571	1		126.50
EFT7785	11/08/2015	Indian Ocean Blinds	Shade Sails Purchase - PO 16387	1		17,050.00
EFT7786	11/08/2015	Miracle	Supply toddler seats - PO 16283	1		543.40
EFT7787	12/08/2015	BOC Limited	Balloon Gas - hire fee	1		16.51
EFT7788	12/08/2015	Landmark Operations Limited	Purchases - PO 16426	1		1,031.91
EFT7789	12/08/2015	BL & MJ Thornton Waste Removal Services	Waste Removal 01/07/2015 - 31/07/2015	1		8,831.35
EFT7790	12/08/2015	Canine Control	Ranger Services 4/08/2015	1		940.50
EFT7791	12/08/2015	WA Local Government Association	Advertisement Placement 2015 Local Government Elections Advertising - PO 15471	1		1,925.00
EFT7792	12/08/2015	Courier Australia	Freight Perth - Geraldton	1		42.31

Date: 11/09/2015
Time: 12:29:51PM

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USER: Finance Officer
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7793	13/08/2015	Bob Waddell Consultant	Assistance with the leave liability and asset register, fair value Valuation work paper for 2014/15	1		1,353.00
EFT7794	13/08/2015	Neverfail Springwater Limited	Monthly Cooler rental 22/06/2015 - 22/07/2015	1		14.30
EFT7795	13/08/2015	Independent Rural Pty Ltd	Refund bond for hire of Morawa Oval Function Room	1		500.00
EFT7796	13/08/2015	John Phillips Consulting	CEO Annual Review 2015 -	1		2,200.00
EFT7797	14/08/2015	Australian Services Union	Payroll deductions	1		103.20
EFT7798	17/08/2015	Morawa Medical Centre	Dr Consult – Cleaner	1		65.00
EFT7799	17/08/2015	Kats Rural	Purchase - PO 16513	1		936.64
EFT7800	17/08/2015	Landgate	Valuation Rolls - Mining Tenements	1		194.35
EFT7801	17/08/2015	Australian Safety Engineers	Annual Service & Test Oxyviva - PO 16564	1		198.00
EFT7802	17/08/2015	Leading Edge Computers Dongara & Geraldton	Ink Cartridges - PO 15479	1		247.00
EFT7803	17/08/2015	Neverfail Springwater Limited	Monthly Cooler Rental	1		168.30
EFT7804	17/08/2015	WA Country Health Service - Midwest	Laundry Bill - July	1		99.28
EFT7805	17/08/2015	Reno Blast	Line marking - PO 16443	1		1,039.50
EFT7806	17/08/2015	Perth Safety Products Pty Ltd	Traffic Cones & Signs - PO 16433	1		627.00
EFT7807	19/08/2015	Ashdown Ingram	Parts Purchase - PO 16518	1		770.22
EFT7808	19/08/2015	Morawa Traders	Purchases - PO 16528	1		26.08
EFT7809	19/08/2015	Purcher International Pty Ltd	Parts Purchases - PO 16531	1		232.44
EFT7810	19/08/2015	Geraldton Mower & Repairs Specialists	Parts Purchase - PO 16529	1		71.80

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7811	19/08/2015	Truckline	Parts Purchase - PO 16530	1		391.53
EFT7812	19/08/2015	Morawa Medical Centre	Level B Consult - Rmnath Newah	1		65.00
EFT7813	19/08/2015	WA College of Agriculture - Morawa	Academic Awards 2015	1		500.00
EFT7814	19/08/2015	Midwest Chemical & Paper Distributors	Purchases - PO 15476	1		362.77
EFT7815	19/08/2015	Courier Australia	Freight Perth - Morawa	1		76.36
EFT7816	19/08/2015	Bob Waddell Consultant	Assistance with Valuation	1		2,574.00
EFT7817	19/08/2015	Mid West Chamber of Commerce & Industry	Sponsorship Regional Networks and Business 2015/16	1		2,750.00
EFT7818	19/08/2015	Parmelia Hilton Perth	Accommodation LG Week conference - PO 16318	1		3,144.00
EFT7819	19/08/2015	Staples	Document Protector Purchases - PO15473	1		70.93
EFT7820	24/08/2015	Star Track Express	Freight Perth - Morawa	1		35.36
EFT7821	24/08/2015	Kats Rural	Part Purchases - PO 15482	1		10.40
EFT7822	24/08/2015	Reliance Petroleum	Fuel Purchases July 2015	1		1,110.59
EFT7823	24/08/2015	WA Local Government Association	Local Government Convention - PO 16483	1		3,409.01
EFT7824	24/08/2015	The West Australian	Job Adverts local paper - PO 16489	1		149.80
EFT7825	24/08/2015	Geraldton Mower & Repairs Specialists	Parts and Repairs - PO 16511	1		49.80
EFT7826	24/08/2015	Durack Institute of Technology	Risk Management Course - PO 15486	1		967.05
EFT7827	24/08/2015	Covs Parts Pty Ltd	Parts - PO 16522	1		641.92
EFT7828	24/08/2015	Emerge Associates	Civic Square Tender	1		2,530.00
EFT7829	24/08/2015	Easy Guides	Inspection Checklist - PO 16575	1		1,332.00

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7830	24/08/2015	Staples	Cleaning Supplies - PO 15472	1		165.55
EFT7831	24/08/2015	Midwest Carpentry and Electrical	Repairs - PO 15483	1		291.50
EFT7832	24/08/2015	Economic Regulation Authority	Services - Audit	1		14,251.43
EFT7833	27/08/2015	Department of Fire and Emergency Services	ESL Quarter 1- Emergency Services Levy	1		12,577.30
EFT7834	27/08/2015	Morawa District High School	2015/2016 Morawa Shire Scholarship	1		500.00
EFT7835	27/08/2015	WesTrac Equipment Pty Ltd	Parts - PO 16533	1		428.05
EFT7836	27/08/2015	WA Local Government Association	2015 WA Local Government Convention	1		1,714.00
EFT7837	27/08/2015	Courier Australia	Freight Perth - Morawa	1		25.94
EFT7838	27/08/2015	Geraldton Toyota	24Mth/40000KM Service - PO 15480	1		469.25
EFT7839	27/08/2015	Bunnings Group Limited	Parts - PO 16580	1		194.75
EFT7840	27/08/2015	Statewide Bearings	Parts - PO 16536	1		55.00
EFT7841	27/08/2015	State Library of WA	Better Beginnings Program 12 Births	1		66.00
EFT7842	27/08/2015	M & B Sales	Parts - PO 16581	1		66.50
EFT7843	27/08/2015	Cekas Pest Management P.H.L 2101	Pest Control - PO 15485	1		250.00
EFT7844	27/08/2015	Protector Fire Services	Service Check Fire Extinguishers - PO 16567	1		7,136.70
EFT7845	27/08/2015	Orderwill Pty Ltd (WAWeekender)	WA Weekender Segment - PO 15494	1		4,462.15
EFT7846	27/08/2015	Colliers International	Commercial Office Rent 01/08/2015-31/08/2015	1		77.06
EFT7847	27/08/2015	Australian Services Union	Payroll deductions	1		103.20

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7848	28/08/2015	Western Power	NL010014 Morawa Bypass Road - Street	1		67,391.00
11444	04/08/2015	Synergy	Power Bill	1		2,206.65
11445	04/08/2015	The Workwear Group	Work Tops Melissa - PO 16378	1		74.80
11446	06/08/2015	Telstra Corporation Limited	Phone Bill June 2015	1		324.41
11447	06/08/2015	Morawa Licensed Post Office Emmlee's	Monthly Fees July 2015	1		111.30
11448	06/08/2015	Jason Signmakers	Signs Purchase - PO 16560	1		3,625.60
11449	11/08/2015	Synergy	Power Bill - JULY 2015	1		165.45
11450	11/08/2015	McLeods Barristers and Solicitors	Extractive Industries License	1		3,014.53
11451	12/08/2015	Marketforce	Local Govt Vacancies -PO 16486	1		1,590.64
11452	12/08/2015	Protector Alsafe	Safety Equipment - PO 16393	1		865.23
11453	17/08/2015	Synergy	Power Bill - 25/06/2015-04/07/2015	1		2,843.65
11454	19/08/2015	Telstra Corporation Limited	July 15 Phone Bill	1		2,829.60
11455	21/08/2015	Water Corporation	Water Usage 11/06/2015-06/08/2015 Bill number - 0086	1		10,435.00
11456	24/08/2015	Synergy	Power Usage 13/06/2015-11/08/2015	1		9,633.55
11457	24/08/2015	Synergy	Power Usage 13/06/2015-10/08/2015	1		1,098.10
11459	24/08/2015	Jason Signmakers	Purchase Of Road Signs - PO 16574	1		2,046.00
11460	27/08/2015	Synergy	Power Usage 13/06/15-11/08/15 PN 341 276 8328	1		2,365.95
11461	27/08/2015	Telstra Corporation Limited	Phone Charges 16/08/2015-15/09/2015	1		5.07

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
11462	27/08/2015	McLeods Barristers and Solicitors	Extractive Industries License	1		2,495.99
DD4575.1	12/08/2015	WA Local Government Superannuation Plan	Payroll deductions	1		7,254.97
DD4575.2	12/08/2015	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1		722.87
DD4575.3	12/08/2015	BT FINANCIAL GROUP	Superannuation contributions	1		288.65
DD4575.4	12/08/2015	MLC Nominees Pty Ltd	Superannuation contributions	1		210.78
DD4575.5	12/08/2015	Asteron Client Services	Superannuation contributions	1		51.66
DD4575.6	12/08/2015	HOSTPLUS	Superannuation contributions	1		246.03
DD4575.7	12/08/2015	Concept One	Superannuation contributions	1		201.88
DD4575.8	12/08/2015	IOOF	Superannuation contributions	1		456.00
DD4575.9	12/08/2015	Australian Super	Superannuation contributions	1		205.20
DD4594.1	24/08/2015	Australian Taxation Office	July BAS 2015	1		15,792.00
DD4597.1	26/08/2015	WA Local Government Superannuation Plan	Payroll deductions	1		7,265.45
DD4597.2	26/08/2015	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1		722.87
DD4597.3	26/08/2015	BT FINANCIAL GROUP	Superannuation contributions	1		288.65
DD4597.4	26/08/2015	MLC Nominees Pty Ltd	Superannuation contributions	1		210.78
DD4597.5	26/08/2015	Asteron Client Services	Superannuation contributions	1		93.94
DD4597.6	26/08/2015	Australian Super	Superannuation contributions	1		277.88
DD4597.7	26/08/2015	HOSTPLUS	Superannuation contributions	1		246.04
DD4597.8	26/08/2015	Concept One	Superannuation contributions	1		201.88

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD4597.9	26/08/2015	IOOF	Superannuation contributions	1		433.20

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	EFT Payments	241,004.19
1	Cheque Payments	45,731.52
1	Direct Debits	35,170.73
TOTAL		321,906.44

CREDIT CARD JULY 2015

DATE	DESCRIPTION	AMOUNT
Card Number Ending 1226 – Fred Gledhill		
29/07/2015	Perth Ambassador – CDO Accom LGMA Ignite Training	568.00
Card Number Ending 6196 – John Roberts		
02/07/2015	Reeds Prospecting – Farewell gift Brad McCarthy	150.00
Card Number Ending 7021 – Brad McCarthy (to be cancelled)		0.00
TOTAL		718.00

- **Municipal EFT Payment Numbers EFT 7738 to EFT 7848 inclusive, amounting to \$241,004.19**
- **Municipal Cheque Payments numbered 11444 to 11462 totalling \$45,731.52;**
- **Municipal Direct Debit Payments Numbers DD4575.1 to DD4597.8 amounting to \$35,170.73;**
- **Payroll for August 2015, 12/08/2015 - \$55,369.26 and 26/08/2015 - \$54,259.01.**

CARRIED

<i>Date of Meeting:</i>	22nd September 2015
<i>Item No:</i>	7.2.2.2
<i>Subject:</i>	Reconciliations August , 2015
<i>Date & Author:</i>	13th August 2015, Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Fred Gledhill / Candice Smith
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0189
<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 31st August, 2015

Account	2015
Municipal Account #	\$790,798.37
Trust Account	\$10,713.65
Business Telenet Saver (Reserve) Account	\$6,109,831.24
WA Treasury O/night Facility (Super Towns) Account	\$714,041.51

BANK RECONCILIATION BALANCES

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

Account	2014	2015
Municipal Account #	\$216,276.72	\$790,798.37
Trust Account	\$10,524.70	\$10,713.65
Reserve Account	\$9,148,114.55	\$6,851,147.75

RESERVE ACCOUNT

The Reserve Funds of \$6,851,147.75 as at 31st August, 2015 were invested in:-

- Bank of Western Australia \$6,137,106.24 in the Business Telenet Saver Account and
- \$714,041.51 in the WA Treasury O/Night Facility.

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

	2014	2015
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$5,053.75	\$5,170.04
Plant Reserve	\$632,007.35	\$842,912.68
Leave Reserve	\$217,428.60	\$277,609.56
Economic Development Reserve	\$104,088.88	\$106,484.17
Sewerage Reserve	\$78,162.32	\$122,287.59
Unspent Grants & Contributions Reserve	\$1,660,929.34	\$986,049.23
Community Development Reserve	\$1,466,732.13	\$1,376,570.68
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,121,500.89	\$2,162,769.22
Morawa Community Trust Reserve	\$24,825.33	\$10,979.01
Aged Care Units Reserve	\$8,695.18	\$8,895.27
Transfer Station Reserve	\$192,305.13	\$196,730.43
S/Towns Revitalisation Reserve	\$1,701,436.03	\$171,246.46
ST Solar Thermal Power Station Reserve	\$530,856.93	\$542,795.05
Business Units Reserve	\$20,120.78	\$40,648.36
TOTAL	\$8,764,142.67	\$6,851,147.75

TRANSFER OF FUNDS

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

OFFICER'S RECOMMENDATION

That Council receive –

1. The bank reconciliation report for 31st August, 2015.

COUNCIL RESOLUTION

Moved: Cr

Seconded: Cr

Moved en bloc

That Council receive –

- 1. The bank reconciliation report for 31st August, 2015.**

CARRIED

<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.2.3
<i>Subject:</i>	Monthly Financial Statements
<i>Date & Author:</i>	17 September, 2015; Fred Gledhill Manager Accounting & Finance
<i>Responsible Officer:</i>	Manager Accounting & Finance
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	
<i>Previous minute/s</i>	

INTRODUCTION

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

COMMENT

The August Monthly Financial Activity Report pertaining to Councils operations is provided under separate cover. As the financial statements show Councils operations in actuals only there are ***no variances to report for this month*** due to the 2015/2016 Budget adoption and issuing of rates at the end of August. Working on the 14/15 Annuals and Grant Acquittals which are all due by the end of September to the various Departments. The budget will be uploaded for the September monthly statements.

A copy of the schedules is available if required.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

OFFICER'S RECOMMENDATION

It is recommended that Council receive the Statement of Financial Activity for the period ending the 31st August, 2015.

COUNCIL RESOLUTION

**Moved: Cr
Seconded: Cr**

Moved en bloc

It is recommended that Council receive the Statement of Financial Activity for the period ending the 31st August, 2015.

CARRIED

7.2.5 Executive Manager

Cr Coaker entered the meeting at 5.34pm.



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

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SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	NOTE	August 2015 Actual \$	August 2015 Y-T-D Budget \$	2015/16 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating						
Revenues/Sources	1,2					
Governance		85,210	0	0	85,210	0.00%
General Purpose Funding		217,157	0	0	217,157	0.00%
Law, Order, Public Safety		2,783	0	0	2,783	0.00%
Health		1,080	0	0	1,080	0.00%
Education and Welfare		0	0	0	0	0.00%
Housing		7,316	0	0	7,316	0.00%
Community Amenities		447,364	0	0	447,364	0.00%
Recreation and Culture		4,336	0	0	4,336	0.00%
Transport		77,084	0	0	77,084	0.00%
Economic Services		29,642	0	0	29,642	0.00%
Other Property and Services		14,903	0	0	14,903	0.00%
		886,875	0	0	886,875	#DIV/0!
(Expenses)/(Applications)	1,2					
Governance		(47,072)	0	0	(47,072)	0.00%
General Purpose Funding		(457)	0	0	(457)	0.00%
Law, Order, Public Safety		(18,253)	0	0	(18,253)	0.00%
Health		(11,436)	0	0	(11,436)	0.00%
Education and Welfare		(10,557)	0	0	(10,557)	0.00%
Housing		(20,252)	0	0	(20,252)	0.00%
Community Amenities		(53,136)	0	0	(53,136)	0.00%
Recreation & Culture		(123,356)	0	0	(123,356)	0.00%
Transport		(204,044)	0	0	(204,044)	0.00%
Economic Services		(56,260)	0	0	(56,260)	0.00%
Other Property and Services		(152,949)	0	0	(152,949)	0.00%
		(697,772)	0	0	(697,772)	#DIV/0!
Net Result Excluding Rates		189,103	0	0	189,103	
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	0	0	0	0	0.00%
Movement in Leave Reserve (Added Back)		893	0	0	893	0.00%
Movement in Deferred Pensioner Rates/ESL (nor		0	0	0	0	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		0	0	0	0	0.00%
Capital Revenue and (Expenditure)						
Purchase of Investments		0	0	0	0	0.00%
Purchase Land Held for Resale	3	0	0	0	0	0.00%
Purchase Land and Buildings	3	(1,838)	0	0	(1,838)	0.00%
Purchase Plant and Equipment	3	(120,325)	0	0	(120,325)	0.00%
Purchase Furniture and Equipment	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Roads	3	(81,174)	0	0	(81,174)	0.00%
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	(15,664)	0	0	(15,664)	0.00%
Purchase Infrastructure Assets - Airfields	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Other	3	(77,561)	0	0	(77,561)	0.00%
Proceeds from Disposal of Assets	4	0	0	0	0	0.00%
Repayment of Debentures	5	0	0	(70,783)	0	0.00%
Proceeds from New Debentures	5	0	0	0	0	0.00%
Advances to Community Groups		0	0	0	0	0.00%
Self-Supporting Loan Principal Income	5	0	0	0	0	0.00%
Transfers to Restricted Assets (Reserves)	6	(22,063)	0	(704,512)	(22,063)	0.00%
Transfers from Restricted Asset (Reserves)	6	0	0	2,387,648	0	0.00%
ADD Net Current Assets July 1 B/Fwd	7	1,405,781	1,380,375	1,380,375	25,406	1.84%
LESS Net Current Assets Year to Date	7	2,870,946	1,380,375	0	1,490,571	(107.98%)
Amount Raised from Rates	8	(1,593,794)	0	0	(1,593,794)	#DIV/0!

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 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

The budget has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

(b) The Local Government Reporting Entity

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

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Superannuation

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

(g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities on the statement of financial position.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Trade and Other Receivables

Collectibility of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(i) Inventories

General

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

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

Land Held for Resale

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

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

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

(j) Fixed Assets

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

Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Revaluation

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

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

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

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Land Under Roads

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

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

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

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

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

Depreciation of Non-Current Assets

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

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

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

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

Depreciation of Non-Current Assets (Continued)

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

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Capitalisation Threshold

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

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

Capitalisation Threshold

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

(k) Financial Instruments

Initial Recognition and Measurement

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

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

Classification and Subsequent Measurement

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

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

Amortised cost is calculated as:

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

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

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

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

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

(ii) Loans and receivables

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

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

(iii) Held-to-maturity investments

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

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

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

(iv) Available-for-sale financial assets

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

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

(v) Financial liabilities

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

Impairment

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

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Estimation of Fair Value

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

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

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

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

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

(m) Impairment

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

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

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

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

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

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

(n) Trade and Other Payables

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

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Employee Benefits

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

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

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

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

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

(p) Borrowing Costs

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

(q) Provisions

Provisions are recognised when:

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

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Provisions are not recognised for future operating losses.

(r) Current and Non-Current Classification

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

(s) Comparative Figures

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

2. STATEMENT OF OBJECTIVE

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

EDUCATION AND WELFARE

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

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2015/16 Budget \$	August 2015 YTD Budget \$	August 2015 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	0	0	1,605.60
Law, Order, Public Safety			
Dog/Cat Pound Construction	0	0	0.00
Health			
Computer System - Surgery	0	0	0.00
Housing			
Staff Housing - Lot 347 Broad - Bathroom Renovations	0	0	0.00
Staff Housing - Lot 350 Broad - Garden Shed/Carpets	0	0	0.00
Staff Housing - Reserve 3931 Oval House - Replace Fence	0	0	0.00
Staff Housing - Lot 372 (7) White Ave - Replace Lino	0	0	0.00
Dreghorn Street - Bedroom Suite	0	0	0.00
Other Housing - 2 Caulfield St (Old Doctors House)-Painting/Ca	0	0	0.00
Other Housing - 78 Yewers Ave - kitchen Lino	0	0	0.00
Other Housing - 18B Evans Street - Solar HWS tank	0	0	0.00
Aged Person Units x 4	0	0	0.00
Community Amenities			
Cemetery Upgrade	0	0	0.00
Sewerage Upgrade	0	0	0.00
Construction of Transfer Station	0	0	0.00
Compactors/Transfer Bins for Transfer Station	0	0	0.00
Storage Shed/Land for Transfer Station	0	0	0.00
Recreation and Culture			
Lane Ropes/Timers in lieu of diving board	0	0	0.00
Upgrade to Pool Pump House	0	0	0.00
Pool Plant & Equipment	0	0	120,325.00
Sports Complex Upgrade	0	0	0.00
Recreation Centre Floor Restoration	0	0	0.00
Bowling Club Lighting	0	0	12,996.36
Skate Park	0	0	15,664.42
Transport			
Road Construction			
- Rural Roads Construction	0	0	72,240.09
- Townsite Roads Construction	0	0	8,933.54
Drainage Construction	0	0	0.00
Footpath Construction	0	0	0.00
Plant & Equipment - Road Plant Purchases	0	0	0.00
Airfield Infrastructure	0	0	0.00
Economic Services			
New On site Caravan	0	0	0.00
Morawa Gateway Project	0	0	0.00
Morawa Perenjori Trails Project	0	0	0.00
Phase 1 - Civic Square/Pedestrian Crossing	0	0	64,564.55
Phase 2 - Road Freight Alignment	0	0	0.00
Phase 2 - Road Freight Alignment	0	0	0.00
Investment in North Midlands Solar Thermal Power	0	0	0.00
Wireless & Mobile Blackspot Coverage	0	0	0.00
Other Property & Services			
Administration Furniture & Equipment	0	0	0.00
CEO/DCEO/MAF Vehicles	0	0	0.00
	<u>0</u>	<u>0</u>	<u>296,561.63</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2015/16 Budget \$	August 2015 YTD Budget \$	August 2015 Actual \$
3. ACQUISITION OF ASSETS (Continued)			
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	0	0	1,837.67
Plant and Equipment	0	0	120,325.00
Furniture and Equipment	0	0	0.00
Infrastructure Assets - Roads	0	0	81,173.63
Infrastructure Assets - Footpaths	0	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	0	0	15,664.42
Infrastructure Assets - Airfields	0	0	0.00
Infrastructure Assets - Other	0	0	77,560.91
	<u>0</u>	<u>0</u>	<u>296,561.63</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

4. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$
Health	0	0.00	0	0.00	0	0.00
Transport	0	0.00	0	0.00	0	0.00
Economic Services	0	0.00	0	0.00	0	0.00
Other Property & Services	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00

By class of asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$
Plant & Equipment	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
Held for Sale Assets	0	0.00	0	0.00	0	0.00
Sale of Iron Ore Fines	0	0.00	0	0.00	0	0.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

	2015/16 Budget \$	August 2015 Actual \$
	0	0.00
	0	0.00

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$
Housing									
Loan 133 - GEHA House	132,581	0	0	29,967	0	102,614	132,581	8,337	0
Loan 134 - 2 Broad Street	93,943	0	0	21,379	0	72,564	93,943	6,118	0
Loan 135 - Staff Housing	19,437	0	0	19,437	0	0	19,437	1,005	0
	245,961	0	0	70,783	0	175,178	245,961	15,460	0

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

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2015/16

There are no new borrowings proposed for the 2015/16 financial year.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2015/16 Budget \$	August 2015 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	276,716	276,716
Amount Set Aside / Transfer to Reserve	63,104	893
Amount Used / Transfer from Reserve	0	0
	<u>339,820</u>	<u>277,609</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	840,201	840,201
Amount Set Aside / Transfer to Reserve	193,761	2,712
Amount Used / Transfer from Reserve	(381,409)	0
	<u>652,553</u>	<u>842,913</u>
(d) Building Reserve		
Opening Balance	5,153	5,153
Amount Set Aside / Transfer to Reserve	73,951	17
Amount Used / Transfer from Reserve	0	0
	<u>79,104</u>	<u>5,170</u>
(e) Economic Development Reserve		
Opening Balance	106,142	106,142
Amount Set Aside / Transfer to Reserve	3,109	343
Amount Used / Transfer from Reserve	0	0
	<u>109,251</u>	<u>106,485</u>
(f) Community Development Reserve		
Opening Balance	1,372,142	1,372,142
Amount Set Aside / Transfer to Reserve	40,183	4,429
Amount Used / Transfer from Reserve	(245,026)	0
	<u>1,167,299</u>	<u>1,376,571</u>
(g) Sewerage Reserve		
Opening Balance	121,894	121,894
Amount Set Aside / Transfer to Reserve	40,127	393
Amount Used / Transfer from Reserve	0	0
	<u>162,021</u>	<u>122,287</u>
(h) Unspent Grants and Contributions Reserve		
Opening Balance	982,919	982,918
Amount Set Aside / Transfer to Reserve	28,786	3,131
Amount Used / Transfer from Reserve	(926,767)	0
	<u>84,938</u>	<u>986,049</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2015/16 Budget \$	August 2015 Actual \$
6. RESERVES (Continued)		
(i) Business Units Reserve		
Opening Balance	40,517	40,518
Amount Set Aside / Transfer to Reserve	21,187	131
Amount Used / Transfer from Reserve	0	0
	<u>61,704</u>	<u>40,648</u>
(j) Morawa Community Trust Reserve		
Opening Balance	10,944	10,944
Amount Set Aside / Transfer to Reserve	321	35
Amount Used / Transfer from Reserve	(10,100)	0
	<u>1,165</u>	<u>10,979</u>
(k) Morawa Community Future Funds Reserve		
Opening Balance	2,155,811	2,155,811
Amount Set Aside / Transfer to Reserve	63,136	6,958
Amount Used / Transfer from Reserve	(53,666)	0
	<u>2,165,281</u>	<u>2,162,769</u>
(l) Refuse Transfer Station Reserve		
Opening Balance	196,097	196,097
Amount Set Aside / Transfer to Reserve	5,743	633
Amount Used / Transfer from Reserve	(95,000)	0
	<u>106,840</u>	<u>196,730</u>
(m) Aged Care Units Reserve		
Opening Balance	8,867	8,867
Amount Set Aside / Transfer to Reserve	260	29
Amount Used / Transfer from Reserve	-	0
	<u>9,127</u>	<u>8,895</u>
(n) ST-N/Midlands Solar Thermal Power		
Opening Balance	541,001	541,002
Amount Set Aside / Transfer to Reserve	15,844	1,793
Amount Used / Transfer from Reserve	-	0
	<u>556,845</u>	<u>542,795</u>
(o) ST-Morawa Revitalisation Reserve		
Opening Balance	1,694,377	170,681
Amount Set Aside / Transfer to Reserve	0	566
Amount Used / Transfer from Reserve	-	0
	<u>1,694,377</u>	<u>171,246</u>
(p) Legal Fees Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	15,000	0
Amount Used / Transfer from Reserve	0	0
	<u>15,000</u>	<u>0</u>

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2015/16 Budget \$	August 2015 Actual \$
6. RESERVES (Continued)		
(q) Road Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	140,000	0
Amount Used / Transfer from Reserve	0	0
	<u>140,000</u>	<u>0</u>
Total Cash Backed Reserves	<u>7,345,325</u>	<u>6,851,148</u>
Summary of Transfers		
To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	63,104	893
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	193,761	2,712
Building Reserve	73,951	17
Economic Development Reserve	3,109	343
Community Development Reserve	40,183	4,429
Sewerage Reserve	40,127	393
Unspent Grants and Contributions Reserve	28,786	3,131
Business Units Reserve	21,187	131
Morawa Community Trust Reserve	321	35
Morawa Community Future Fund Reserve	63,136	6,958
Refuse Transfer Station Reserve	5,743	633
Aged Care Units Reserve	260	29
ST-N/Midlands Solar Thermal Power	15,844	1,793
ST-Morawa Revitalisation Reserve	0	566
Legal Fees Reserve	15,000	0
Road Reserve	140,000	0
	<u>704,512</u>	<u>22,063</u>
Transfers from Reserves		
Leave Reserve	0	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	(381,409)	0
Building Reserve	0	0
Economic Development Reserve	0	0
Community Development Reserve	(245,026)	0
Sewerage Reserve	0	0
Unspent Grants and Contributions Reserve	(926,767)	0
Business Units Reserve	0	0
Morawa Community Trust Reserve	(10,100)	0
Morawa Community Future Fund Reserve	(53,666)	0
Refuse Transfer Station Reserve	(95,000)	0
Aged Care Units Reserve	0	0
ST-N/Midlands Solar Thermal Power	(500,000)	0
ST-Morawa Revitalisation Reserve	(175,680)	0
Legal Fees Reserve	0	0
Road Reserve	0	0
	<u>(2,387,648)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u>(1,683,136)</u>	<u>22,063</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

6. RESERVES (Continued)

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

Leave Reserve

To be used to fund leave requirements.

Sportsground Complex Upgrade Reserve

To be used to upgrade the Sporting Complex Facilities.

Plant Reserve

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

Building Reserve

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

Economic Development Reserve

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

Community Development Reserve

To be used for Community Projects within the Shire of Morawa

Sewerage Reserve

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

Unspent Grants and Contributions Reserve

To be used as a quarantine for unspent committed funds.

Business Units Reserve

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

Morawa Community Trust Reserve

To be used for Morawa Community Projects

Refuse Transfer Station Reserve

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

Aged Persons Units Reserve

To be used for the maintenance of 4 Aged Care Units 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.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2014/15 B/Fwd Per 2015/16 Budget \$	2014/15 B/Fwd Per Financial Report \$	2015/16 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,417,761	769,179	754,336
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	9,436,266	6,829,085	6,851,148
Rates - Current	247,610	248,618	2,206,348
Sundry Debtors	166,877	375,943	67,718
GST Receivable	129,967	77,534	26,655
Accrued Income/Prepayments	15,034	16,328	16,328
Provision for Doubtful Debts	(335)	(2,632)	(2,632)
Other Current Debtors	0	27	27
Inventories	3,752	10,124	10,124
	<u>11,416,932</u>	<u>8,641,806</u>	<u>9,930,052</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(305,048)	(112,291)	2,640
Income Received in Advance	(73,167)	(111,331)	(94,664)
GST Payable	(49,538)	(49,793)	(21,842)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	3,316	(8,433)	(32,773)
Withholding Tax Payable	0	0	0
Payg Payable	(28,076)	(32,110)	(31,616)
Accrued Interest on Debentures	0	(6,864)	0
Accrued Salaries and Wages	0	(55,522)	0
Current Employee Benefits Provision	(275,640)	(307,312)	(307,312)
Current Loan Liability	(62,414)	(70,783)	(70,783)
	<u>(790,567)</u>	<u>(754,439)</u>	<u>(556,350)</u>
NET CURRENT ASSET POSITION	10,626,365	7,887,367	9,373,702
Less: Cash - Reserves - Restricted	(9,436,266)	(6,829,085)	(6,851,148)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	127,862	276,716	277,609
Add Back : Current Loan Liability	62,414	70,783	70,783
SURPLUS/(DEFICIENCY) C/FWD	<u>1,380,375</u>	<u>1,405,781</u>	<u>2,870,946</u>

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

8. RATING INFORMATION

RATE TYPE

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2015/16 Rate Revenue \$	2015/16 Interim Rates \$	2015/16 Back Rates \$	2015/16 Total Revenue \$	2015/16 Budget \$
General Rate								
GRV Residential/Commercial	0.07199	267	2,899,072	208,698	0	0	208,698	0
UV Rural	0.02192	208	56,190,000	1,231,516	0	0	1,231,516	0
UV Mining	0.28968	17	455,557	131,966	0	0	131,966	0
Sub-Totals		492	59,544,629	1,572,181	0	0	1,572,181	0
Minimum Rates	Minimum \$							
GRV Residential/Commercial	271	50	40,840	13,558		0	13,558	0
UV Rural	271	6	48,000	1,627	0	0	1,627	0
UV Mining	656	12	11,145	7,872	0	0	7,872	0
Sub-Totals		68	99,985	23,056	0	0	23,056	0
Ex-Gratia Rates							1,595,237	0
Discounts							0	0
Rates Written Off							1,595,237	0
Movement in Excess Rates							(1,052)	0
							(625)	0
							0	0
Totals							1,593,560	0

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

The general rates detailed above for the 2015/16 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 2015 TO 31 AUGUST 2015

9. TRUST FUNDS

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

Detail	Balance 01-Jul-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds Lisa Porter	0	0	0	0
Child Care Bonds	0	0	0	0
Bonds Hall/Rec Centre Hire	0	0	0	0
Extractive Industries Licence	0	0	0	0
Youth Centre	865	0	0	865
Council Nominations	0	0	0	0
Bill Johnson Unit 1 Bond	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	560	0	0	560
BCITF/BRB Training Levy	2,885	0	0	2,885
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	10,714	0	0	10,714

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

10. OPERATING STATEMENT

	August 2015 Actual \$	2015/16 Budget \$	2014/15 Actual \$
OPERATING REVENUES			
Governance	85,210	0	9,899
General Purpose Funding	1,810,717	0	3,997,874
Law, Order, Public Safety	2,783	0	45,841
Health	1,080	0	4,759
Education and Welfare	0	0	62,813
Housing	7,316	0	48,270
Community Amenities	447,364	0	430,274
Recreation and Culture	4,336	0	525,931
Transport	77,084	0	1,535,983
Economic Services	29,642	0	281,693
Other Property and Services	14,903	0	112,974
TOTAL OPERATING REVENUE	2,480,435	0	7,056,311
OPERATING EXPENSES			
Governance	47,072	0	402,833
General Purpose Funding	457	0	167,260
Law, Order, Public Safety	18,253	0	123,546
Health	11,436	0	212,216
Education and Welfare	10,557	0	235,480
Housing	20,252	0	120,459
Community Amenities	53,136	0	434,648
Recreation & Culture	123,356	0	1,189,756
Transport	204,044	0	2,067,459
Economic Services	56,260	0	524,119
Other Property and Services	152,949	0	50,613
TOTAL OPERATING EXPENSE	697,772	0	5,528,388
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,782,663</u>	<u>0</u>	<u>1,527,923</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

11. BALANCE SHEET

	August 2015 Actual \$	2014/15 Actual \$
CURRENT ASSETS		
Cash Assets	7,605,484	7,915,864
Receivables	2,314,444	715,818
Inventories	10,124	10,124
TOTAL CURRENT ASSETS	9,930,052	8,641,806
NON-CURRENT ASSETS		
Receivables	5,302	5,302
Inventories	0	0
Property, Plant and Equipment	26,871,565	26,749,634
Infrastructure	24,602,271	24,427,872
TOTAL NON-CURRENT ASSETS	51,479,138	51,182,808
TOTAL ASSETS	61,409,190	59,824,614
CURRENT LIABILITIES		
Payables	178,255	376,344
Interest-bearing Liabilities	70,783	70,783
Provisions	307,312	307,312
TOTAL CURRENT LIABILITIES	556,350	754,439
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	175,178	175,179
Provisions	41,323	41,323
TOTAL NON-CURRENT LIABILITIES	216,501	216,502
TOTAL LIABILITIES	772,851	970,941
NET ASSETS	60,636,339	58,853,673
EQUITY		
Retained Surplus	37,202,681	35,442,081
Reserves - Cash Backed	6,851,148	6,829,085
Reserves - Asset Revaluation	16,582,510	16,582,510
TOTAL EQUITY	60,636,339	58,853,676

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

12. FINANCIAL RATIO

	2015 YTD	2014	2013	2012
Current Ratio	11.050	7.880	1.870	2.230

The above rates are calculated as follows:

Current Ratio equals

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

<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.5.1
<i>Subject:</i>	Ausco Lease – White Ave – Amend Option to extend Agreement
<i>Date & Author:</i>	14 September 2015 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	April 2015

INTRODUCTION

The purpose of this report is for Council to amend the date of extension of the commercial arrangement with Ausco Modular Pty Ltd from 30/06/2017 to 30/06/2018.

Confirmed minutes from April 2015 approved a 3 year extension to 30/06/2017 which should have been noted as 30/06/2018.

The option to extend for two more, three year extensions with final expiry in 2021 was omitted from the original recommendation and also needs to be approved.

ATTACHMENTS

1. Copy of April 2015 Minutes
2. Copy of Existing Lease Agreement

BACKGROUND INFORMATION

Two construction camps were constructed by Brookfield Rail in July 2011 in Morawa and Canna to assist with redevelopment works associated with a major railway line upgrade between Perenjori and Geraldton. Both camps were envisaged to remain operational for an estimated period of at least 12 months. Brookfield Rail completed the Morawa section on the rail upgrade and have vacated the camp and handed the above ground asset back to Ausco Modular Pty Ltd

Ausco established a lease agreement with the Shire of Morawa to continue operating the camp for extended periods.

OFFICER'S COMMENT

The CEO has recently been approached by AUSCO Modular to discuss an extension of the Lease of Portion Lot 511 White Avenue.

The term of occupancy was for an initial three year term with the option of two more, three year extensions with final expiry in 2021.

The initial agreement financial arrangement is as follows:

A Base Rent of \$100.00 per month with the opportunity to undertake a market review in prior to any extension.

An occupancy rate of \$3.50 per occupant, per night, with a CPI review prior to any extension.

It is proposed the Base Rent market review is waived and the Occupancy Rate is increased to \$3.745 in line with CPI increases.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council will derive income from the site and the local business community will continue to have additional trade from camp occupants. The income will vary with occupancy as detailed in the lease

STRATEGIC IMPLICATIONS

The former Shire of Morawa Strategic Plan – Plan for the Future has the following adopted strategy:-

“Support the facilitation of mining infrastructure investment into Morawa for the benefit of the Morawa community i.e. worker accommodation, service support, training, etc.”

RISK MANAGEMENT

The main risk relates to construction workforce integration into the local community. It will be important for visiting workers to integrate and work with the local community. It will be similarly important for the local community to embrace and welcome these visitors to our town. The operators and owners of the camp carry the majority of the risk and would not be in a position to remain if occupancy rates are not at a profitable level, hence the lease arrangement is deemed to be fair and reasonable

OFFICER’S RECOMMENDATION

That Council resolve to:

1. approve a three year extension to the commercial arrangement with Ausco Modular Pty Ltd to enable continued operation of the 160 man camp located at Lot 501 White Avenue Morawa.
2. waive the right for a market review of the Base Rate.
3. approve an increase in the Occupancy Rate as prescribed in the lease agreement.
4. authorise the Shire President and Chief Executive Officer to be signatories to the extension of the lease agreement to 30 June 2018 with the option of two more, three year extensions with final expiry in 2021.

COUNCIL RESOLUTION

**1509005 Moved: Cr Agar
 Seconded: Cr Thornton**

That Council resolve to:

- 1. approve a three year extension to the commercial arrangement with Ausco Modular Pty Ltd to enable continued operation of the 160 man camp located at Lot 501 White Avenue Morawa.**
- 2. waive the right for a market review of the Base Rate.**
- 3. approve an increase in the Occupancy Rate as prescribed in the lease agreement.**
- 4. authorise the Shire President and Chief Executive Officer to be signatories to the extension of the lease agreement to 30 June 2018 with the option of two more, three year extensions with final expiry in 2021.**

**CARRIED
6/0**

<i>Date of Meeting:</i>	16 April 2015
<i>Item No:</i>	7.2.6.3
<i>Subject:</i>	Ausco Lease – White Ave – Exercise of Option to extend Agreement
<i>Date & Author:</i>	8 April 2015 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

INTRODUCTION

The purpose of this report is for Council to approve an extension to the commercial arrangement with Ausco Modular Pty Ltd to enable continued operation of the 160 man camp located at Lot 501 White Avenue Morawa.

ATTACHMENTS

Copy of Existing Lease Agreement

BACKGROUND INFORMATION

Two construction camps were constructed by Brookfield Rail in July 2011 in Morawa and Canna to assist with redevelopment works associated with a major railway line upgrade between Perenjori and Geraldton. Both camps were envisaged to remain operational for an estimated period of at least 12 months. Brookfield Rail completed the Morawa section on the rail upgrade and have vacated the camp and handed the above ground asset back to Ausco Modular Pty Ltd

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STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

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That Council resolve to:

1. approve a three year extension to the commercial arrangement with Ausco Modular Pty Ltd to enable continued operation of the 160 man camp located at Lot 501 White Avenue Morawa.
2. waive the right for a market review of the Base Rate.
3. approve an increase in the Occupancy Rate as prescribed in the lease agreement.
4. authorise the Shire President and Chief Executive Officer to be signatories to the extension of the lease agreement to 30 June 2017.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr D S Carslake

That Council resolve to:

1. **approve a three year extension to the commercial arrangement with Ausco Modular Pty Ltd to enable continued operation of the 160 man camp located at Lot 501 White Avenue Morawa.**
2. **wave the right for a market review of the Base Rate.**
3. **approve an increase in the Occupancy Rate as prescribed in the lease agreement.**
4. **authorise the Shire President and Chief Executive Officer to be signatories to the extension of the lease agreement to 30 June 2017.**

CARRIED 5/0

DATED THIS 21st DAY OF December

2012
2009

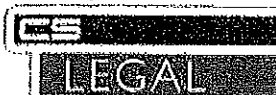
Shire of Morawa
("the Lessor")

AND

Ausco Modular Pty Ltd (ACN 010 654 994)
("the Lessee")

LEASE OF

Portion Lot 511, White Avenue, Morawa



Unit 1, 234 Pier Street
Perth WA 6000
T: (08) 6263 6555
F: (08) 9325 6538
Ref: NJ:eg:12658

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THIS LEASE is made the 21st day of December Two thousand and Twelve
BETWEEN -

The Lessor described in Item 1 in the Reference Schedule (called "Lessor") of the first part

The Lessee described in Item 2 in the Reference Schedule (called "Lessee") of the second part

INTRODUCTION

- A. The Land is part of a Reserve under a Management Order to be used for the purpose of a caravan park.
- B. The Lessor is the Management Body of the Land.
- C. Under the Management Order the Lessor has the power to lease the whole or part of the Land.
- D. The Lessor has agreed to Lease the Land to the Lessee subject to the terms and conditions contained in this Lease.
- E. The Lessee agrees that upon termination or expiry of this Lease the Accommodation and Ancillary Facilities owned by the Lessee including their fixtures and fittings will be removed by the Lessee and the Land re-instated to a similar condition as it was prior to the construction of the Accommodation and Ancillary Facilities.

PART 1 — DEFINITIONS AND INTERPRETATION

1 Definitions

In this Lease the following expressions have the following meanings:

- (a) **"Above Ground Infrastructure"** means all of the above ground infrastructure owned by the Lessor including but not limited to:
 - (i) fencing
 - (ii) footpaths; and
 - (iii) associated tie downs,
- (b) **"Accommodation Facility or Facilities"** means single prefabricated short term accommodation structures including all of the accommodation structures and ancillary buildings or structures constructed and owned by the Lessee on the Land including their fixtures and fittings.
- (c) **"Ancillary Facilities"** means those buildings or structures incidental to the Accommodation Facilities erected on the Land and owned by the Lessee including but not limited to:
 - (i) bathroom and toilet facilities;
 - (ii) kitchens;
 - (iii) patios;
 - (iv) shaded areas;
 - (v) car parking facilities

- (k) **"Management Body"** means person or persons with whom or which the care, control and management of a reserve or mall reserve are placed under section 46(1) or 59(4) of the Land Administration Act 1997.
- (l) **"Management Order"** means an order made under section 46 of the Land Administration Act 1997 WA under which the Minister placed the care, control and management of the Land with the Lessor, which Land has a reserve purpose of community and auxiliary purposes.
- (m) **"Minister of Lands"** means the Minister of Lands of Western Australia and his or her duly appointed agents and employees.
- (n) **"Reference Schedule"** means the Reference Schedule in this Lease.
- (o) **"Reserve"** means a portion of Crown Land that has been set aside or dedicated for a particular purpose in the public interest.
- (p) **"Services"** means electricity, gas, water, sewerage, telephone, telecommunication, and any other services provided or available to the Land by public or local or statutory authorities and the pipes, wires, ducting and other means of providing those services to the Land.

2 Interpretation

(1) Terms

- (a) Words expressed in the singular include the plural and vice versa.
- (b) Words expressed in one gender include the other genders, as is appropriate in the context.
- (c) The reference to "person" includes a corporation.

(2) Statutes

References to statutes, regulations, ordinances and by-laws when contained in this Lease include amendments, re-enactments or consolidations of any of them.

(3) Covenants Implied by statute

Covenants and powers implied by statute are excluded from this Lease, unless any such covenant or power cannot be excluded by force of statute or is expressly incorporated in this Lease.

(4) Joint and several liability

- (a) In the event of there being two or more Lessors or two or more Lessees under this Lease (including whilst the Lease or the reversion is held by legal personal representatives, successors or assigns) each of them is jointly and severally liable to perform covenants and obligations under this Lease.
- (b) When there are two or more Lessors or Lessees, any conduct under or in respect of this Lease, including the exercise of any entitlement or taking any action under this Lease or a provision of this Lease, shall be undertaken by all of the Lessors or all of the Lessees jointly, unless this Lease expressly provides otherwise.

operating expenses, calculated and payable from time to time in accordance with this Lease or as agreed between the parties;

- (c) on the terms contained in this Lease, except those terms which are inapplicable to a monthly tenancy;
- (d) the tenancy being terminable by either party on one month's written notice expiring at any time.

7 Option for renewal

(1) Offer of renewal

The Lessor offers a renewal of this Lease to the Lessee on the terms specified in this clause which the Lessee should accept strictly in accordance with the provisions contained in this clause, otherwise this offer shall lapse.

(2) Binding Lessor's successors and assigns

This offer and the option bind the Lessor and the Lessor's successors and assigns being the owners for the time being of the Land.

(3) Parties who may renew

This offer may be accepted by

- (a) the Lessee or by the Lessee's successors and assigns being the Lessee for the time being of the Land;
- (b) in the event of there being two or more persons holding as lessees as joint tenants, upon the death of any of them by their survivors.

(4) Conditions for exercise of option

The Lessee may only accept this offer and exercise the option if

- (a) there is no subsisting breach of any lease covenants by the Lessee at the date of serving notice of exercise of this option and also at the date of expiry of this Lease; and
- (b) the Lessee shall have served on the Lessor notice of exercise of this option during a period before the date of expiry of the term of this Lease, as is specified in Item 9 in the Reference Schedule.

(5) Conditions of renewal

- (a) The renewal which the Lessee may accept under this clause is for the renewal of this Lease for the further term of years specified in Item 9 in the Reference Schedule from the day after the date of expiry of the term of this Lease, containing identical covenants to the covenants of this Lease (except this clause)
 - (i) at a rent which shall be determined in accordance with paragraph (b) of this clause but which is not less than the rent payable under this Lease immediately before the expiration of the term of this Lease;
 - (ii) and containing such further options for renewal as are specified in Item 9 in the Reference Schedule.

- (a) by an initial payment in advance on the date for commencement of rent to the end of that calendar month and then by calendar monthly payments in advance on the first day of each month;
- (b) without demand by the Lessor;
- (c) by cash or cheque, or if required by the Lessor by banker's order on the Lessee's bank, or by depositing or transferring the payments into an account as directed by the Lessor;
- (d) to, or as directed by, the Lessor, which may be altered by the Lessor by written notice served on the Lessee.

(2) And thereafter

- (a) The Lessee covenants to pay the minimum monthly rent as specified in Item 10(b) in the Reference Schedule for the Period from 1 January 2013 in arrears until the expiry or termination of the Lease ("Base Rent");
- (b) In addition to the Base Rent, the tenant must pay a further payment to the Lessor as follows,

(I) Amount

The further payment is the amount specified in Item 10(b) of the Schedule per occupied room per night ("Occupancy Rate") and shall be paid in addition to the Base Rent at the conclusion of each and every calendar month of the Lease and shall be paid in arrears commencing 1 February 2013.

(II) Rent Calculation

The monthly rent shall be calculated based on the following formula:

$\text{Total Monthly Occupancies} \times \text{Occupancy Rate} + \text{Base Rent}$

For example If the Accommodation Facilities are Occupied by 140 people during each night of the month of May then the rent payable would be

$(140 \times 31) \times (3.50) + (100.00) = \$15,290.00$ (exclusive of GST)

For the purpose of this provision:

- (A) "Total Monthly Occupancies" means the total number of Occupied Accommodation Facilities per night over the course of each calendar month;
- (B) "Occupied" means the Accommodation Facilities that are either occupied by a person or are reserved and paid for but remain unoccupied.

(III) Statement of Occupancy

Within (7) days after the last day of each calendar month the Lessee must:

- (A) forward to the Lessor a statement of the Lessee's Total Monthly Occupancies for that month which may be audited by an auditor recognised by the governing law and approved by the Lessor.

(5) Effect of abatement

During and for the period of abatement the Lessee's liability to pay the whole or proportion of the financial obligations under this Lease, as agreed or determined under clause 9(7), calculated on a daily basis, ceases and abates.

(6) Exception to abatement

The Lessee is not entitled to an abatement of the Lessee's financial obligations under this clause if

- (a) the event resulting in the damage, destruction or inaccessibility is caused or contributed to by the act or negligent omission of the Lessee or the Lessee's employees; or
- (b) the Lessor fails to recover the benefit of any insurance for loss or damage to the Building or the Land because of any act or omission of the Lessee or the Lessee's employees.

(7) Determination of abatement

- (a) The parties shall endeavour to agree on the commencement and period of abatement of the Lessee's financial obligations, and if the Lessee is able to have partial use and enjoyment of the Land, the proportion of the abatement having regard to the nature and extent of the damage to and use of the premises.
- (b) If the parties have any dispute regarding the Lessee's entitlement to an abatement, its period or amount, the dispute shall be determined by a loss assessor
 - (ii) who is then a member of the Insurance Council of Australia Ltd and is experienced in assessing premises of the nature of the Land and is nominated by the President for the time being or senior officer of that Council on the application of either party;
 - (iii) acting as an expert;
 - (iv) who is entitled to accept written submissions and expert reports from either party;
 - (v) whose costs shall be borne equally by the parties;
 - (vi) whose decision is final and binding on the parties.
- (c) If the loss assessor nominated under paragraph (b) fails to proceed or to determine the dispute, either party may seek the nomination of another loss assessor in accordance with paragraph (b).

10 Goods and services tax (GST)**(1) Interpretation**

In this clause:

"GST" refers to goods and services tax under A New Tax System (Goods and Services) Act 1999 ("GST Act") and the terms used have the meanings as defined in the GST Act.

serve on the Lessee within twenty-eight (28) days after service of the Lessee's notice the Lessor's reasonable assessment of the current market rent of the Land and the value of the short term Accommodation and Ancillary Facilities erected by the Lessee on the Land at the Market Review Date.

(5) Acceptance of Lessor's assessment

The Lessee may accept the Lessor's assessment and in that event the assessed amount shall be the Base Rent from the Market Review Date.

(6) Determination of current market rent

If the Lessee fails or refuses to accept the Lessor's assessment within twenty-eight (28) days after service of the assessment or if the Lessor fails to provide an assessment or if they are unable to agree within that period on some other amount as the current market Base Rent at the Market Review Date, the current market Base Rent shall be determined in accordance with this clause.

(7) Meaning of current market rent

"Current market rent" means the best annual rent that can be reasonably obtained for the Land and the short term Accommodation Facilities erected by the Lessee on the Land, which is calculated

- (a) on the basis that the premises are available for leasing with vacant possession by a willing lessor to a willing lessee for a term equal to the whole term of this Lease and any additional option for renewal;
- (b) having regard to the permitted use of the Land;
- (c) on the basis of the terms and conditions contained in this Lease (other than the amount of rent reserved in this Lease, but including the provisions for rent review);
- (d) on the basis that
 - (i) the Land is fit for immediate occupation and use by the Lessee;
 - (ii) the Lessee's lease covenants and obligations shall have been fully performed at the Market Review Date;
- (e) not taking into account
 - (i) any improvements installed at the Lessee's expense which the Lessee is permitted or required to remove at the termination of this Lease, except for permanent structural improvements to the Land installed at the Lessee's expense which the Lessee is not permitted to remove at the termination of this Lease, which shall be taken into account;
 - (ii) any goodwill attributable to the Land through the Lessee's business activity;
 - (iii) that the Lessee has been in occupation of the Land;
 - (iv) any relocation costs which would be incurred by the Lessee when moving to other premises;
 - (v) any lease incentive, concession or inducement paid, given or provided by the Lessor to or on behalf of the Lessee in relation to the grant of this Lease;
- (f) having regard to the rental values of comparable premises.

(11) Late rent reviews

- (a) Except as provided in paragraph (b), the current market Base Rent may be determined from a Review Date even if the review is instituted after that Market Review Date.
- (b) In the event of the parties having failed to institute a rent review to determine the rent from a Market Review Date in any of the situations specified in this paragraph, then the existing rent shall continue to be the rent for that review period, and thereafter neither party may have the current market rent determined for that period
 - (i) after a later Market Review Date has arrived; and
 - (ii) after the expiry of the lease term, in respect of any Review Date within that term.

(12) Rent payments

If the current market Base Rent from a Review Date shall not be determined until after that Review Date:

- (a) The Lessee shall continue to pay the current instalments of rent due until the new rent is determined.
- (b) When the Base Rent is determined, the Lessee shall pay the additional amount (if any) due for rent from the Review Date to the date when the next monthly instalment of rent is payable on the rent day next succeeding the expiration of thirty (30) days after the date when the Lessee is informed of the rent determination.

(13) CPI Adjustments

- (a) On each date specified in Item 11 of the Reference Schedule as a CPI Review date ("CPI Review Date"), the Base Rent and/or Occupancy Rate shall be reviewed and shall be calculated by multiplying the Base Rent and/or the Occupancy Rate payable immediately prior to the relevant CPI Review Date ("base period") by the fraction of C/P. C refers to the Consumer Price Index for Perth (All Groups) ("Index") published by the Australian Bureau of Statistics ("Bureau") in respect of the quarter immediately preceding the CPI Review Date and P is the Consumer Price Index for Perth (All Groups) published by the Bureau in respect of the quarter immediately preceding the previous CPI Review Date.
- (b) The Lessor shall notify the Lessee in writing of the Lessor's calculation of increase in Base Rent and/or Occupancy Rate claimed since the CPI Review Date and the calculation of the new instalment of rent.
- (c) The Base Rent and/or Occupancy Rate calculated from any CPI Review Date shall be payable by calendar monthly instalments calculated pursuant to clause 8 of this Lease
- (d) The Lessee shall pay the increased rent from the last review date within 14 days after service of the Lessor's notice.
- (e) When the Base Rent and/or Occupancy Rate is not determined until after that CPI Review Date the Lessee shall continue to pay the current instalments of rent due until the new rent is determined.
- (f) When the Base Rent and/or Occupancy Rate is determined, the Lessee shall pay the additional amount (if any) due for rent from the CPI Review Date to the date

13 Services**(1) Lessee's liability for services and utilities**

The Lessee will pay throughout this Lease for any electricity, power, fuel, gas, oil, water, telephone, garbage removal, waste disposal, and other services or utilities provided by public local or other authorities or suppliers to the Land or to the Accommodation and Ancillary Facilities erected on the Land and charged separately in respect of the Land or the Accommodation and Ancillary Facilities erected on the Land, to the supplier of the service or utility.

(2) Installation of meters

The Lessee will, if required by the Lessor or by an authority supplying any such service or utility, permit the installation of meters required to measure the quantity of the service supplied to the Land or to the Accommodation Facilities erected on the Land.

14 Costs**(1) Costs of preparation of Lease**

The Lessee shall pay on execution of this Lease the costs of preparation of this Lease.

(2) Renewal or extension of lease

The costs and disbursements of any renewal or extension of this Lease shall be paid by the parties as is indicated in clause 14(1).

(3) Consents, transactions and default

The Lessee agrees to pay the Lessor's costs, charges, and expenses which are incurred reasonably, properly and in good faith, in connection with

- (a) the obtaining of any consent from the Lessor, and from any headlessor, mortgagee or other person, which is required by the Lessee under this Lease;
- (b) the negotiation and preparation of all documents relating to any consent required by the Lessee, and all costs incurred by the Lessor, and by any other party whose consent is required, whether a consent is given, refused, or the application for consent is withdrawn;
- (c) any breach or default by the Lessee under this Lease;
- (d) the exercise or attempted exercise by the Lessor of any right, power, privilege, authority or remedy, against the Lessee or against any Guarantor, to enforce the Lessee's obligations under this Lease, or to terminate this Lease for the Lessee's breach or default.

(4) Costs on an indemnity basis

The Lessor's legal and professional costs and disbursements under clause 14(3) shall be charged and allowed on an indemnity basis to provide full indemnity to the Lessor for costs charges and expenses.

(5) Lessor's internal costs

The Lessor's costs under clause 14(3) include

- (a) the Lessor's reasonable administrative costs and expenses of considering any application for consent, of considering and managing any breach or default under

PART 4 — SECURING THE LESSEE'S OBLIGATIONS

17 Bank Guarantee

- (a) On signing the Lease, the Lessee must give security against breach of the Lease by:
 - (i) depositing with the Lessor the amount equivalent to the amount shown in item 19 of the Reference Schedule; or
 - (ii) giving an unconditional banker's order or bank guarantee drawn to the Lessor,
 either of which will be called the 'Bank Guarantee'.
- (b) The Lessor must maintain any deposit in a separate interest-bearing account with a respectable financial institution. Interest earned on the account will become part of the deposit.
- (c) If the Lessee fails to pay rent or other money payable under the Lease or if the Lessor suffers loss or damage because of any other breach of the Lease by the Lessee, the Lessor may apply the deposit or the amount payable under the bank guarantee towards the arrears of rent or other money, or towards the loss or damage. In doing so, the Lessor does not waive the Lessee's breach and does not waive any other right or remedy arising from the breach.
- (d) If the Lessor does use the deposit or the amount payable under the bank guarantee as described in clause 17(c), the Lessor may notify the Lessee that it has done so. Within 14 days of the notification date, the Lessee must reinstate the deposit by paying to the Lessor the amount applied or extend or renew the Bank Guarantee for the amount applied.
- (e) At the end of the Lease, if the Lessee is not indebted to, or otherwise liable to the Lessor for breach of the Lease, the Lessor will refund the deposit or the balance of the deposit then held to the Lessee or will consent to the discharge of the Bank Guarantee.

PART 5 — USE OF LAND

18 Use of Land

The Lessee acknowledges that the Land is zoned as a Reserve for the purposes of a caravan park and the Lessee agrees not to use the Land for any other purpose apart from the use permitted in item 14 of the Reference Schedule.

The Lessee agrees to comply with any laws or regulations applicable to the use of the Land including, but not limited to The Caravan Parks and Camping Grounds Act 1995 and Caravan Parks and Camping Grounds Regulations 1997.

(1) Change of user

The Lessee may apply to the Lessor for consent to a change of use during the continuance of this Lease which the Lessor shall not unreasonably refuse or withhold, if the following conditions precedent is satisfied

- (a) the Lessee first obtains all planning and other approvals to the use of the Land for that purpose and subsequently complies with the conditions of approval at the Lessee's expense;

- (c) expand or alter the existing car park on the Land without the written consent of the Lessor.
- (d) install, or make any additions or alterations to, any of the Above Ground and Below Ground Infrastructure, any electrical, gas, water, plumbing and other services, fixtures, or appliances, or any other equipment or appliances for heating, cooling, ventilating or air conditioning the Land except for those alterations and additions approved by the Lessor in writing;
- (e) cut or remove or allow to be cut or removed any tree or clear any natural vegetation on the Land without the consent of the Lessor.

21 Compliance with regulations

(1) Lessee's obligation

The Lessee shall at its expense observe and comply with all laws and requirements relating to

- (a) the Lessee's use and occupation of the Land for the use permitted in this Lease;
- (b) the Accommodation and Ancillary Facilities erected on the Land by reason of the number and the sex of the Lessee's employees and other persons working in, staying in or entering the Land or the Accommodation and Ancillary Facilities to erected on the Land;
- (c) the fixtures, fittings, machinery, plant and equipment on the Land or in the Accommodation Facilities erected on the Land;
- (d) occupational health, safety and environmental matters.
- (e) the installation and maintenance of firebreaks on the Land if lawfully required by the local government;

(2) Compliance with notices

The Lessee shall comply with the notices or requirements of the relevant authorities regarding the matters in clause 21(1), whether given to the Lessor or the Lessee, except to carry out structural alterations to the Land.

22 Lessee's obligations regarding use of Land

(1) Prohibitions with reference to use of premises

The Lessee shall not, during the term of this Lease:

- (a) Allow the Land to be used for any illegal, immoral, noxious, dangerous or offensive purpose, activity or occupation.
- (b) Keep any animals on the Land.
- (c) Hold or permit any auction or public meeting on the Land.
- (d) Use or permit the use of any sound producing equipment on the Land at a volume which may be heard outside the premises.
- (e) Use the Land in a noisy or in any other manner which would cause damage, nuisance or disturbance to the Lessor, to other lessees of the adjoining land, or to the owners or occupiers of adjoining properties.

the Lessee of any obligation under this Clause, including fines, legal costs, consultants' fees and remediation costs.

- (e) The Lessee at the reasonable request of the Lessor will obtain a contamination certificate at the termination of the Lease.

(4) Fire Control

The Lessee covenants with the Lessor that it will:

- (a) comply with all local and statutory authority requirements with regard to fire safety at the Accommodation and Ancillary Facilities
- (b) maintain adequate fire breaks for all external fences and boundaries and around the Accommodation and Ancillary Facilities upon the Land,
- (c) ensure that the access and egress roads to the Land are sufficient in size, number and are suitably located to allow for the safe and efficient evacuation of the Accommodation Facilities in the event of a bush fire or other emergency
- (d) use only steel and wire fencing on the Land,
- (e) maintain adequate water supplies and hoses, pumps and other usual and suitable devices and control measures for dealing with fires.
- (f) maintain fire fighting equipment on the Land ready for use for the fighting of bushfires.

(5) Cleaning and hygiene

The Lessee must keep the Land, the Accommodation and Ancillary Facilities erected on the Land in a clean and sanitary condition at least to the standard of the relevant health authorities, and otherwise as considered satisfactory by the Lessor, and must prevent any contamination or environmental damage resulting from vermin or accumulation of rubbish or substances of any kind. The Lessee must regularly remove rubbish and refuse from the Land and the Accommodation Facilities erected on the Land using, where appropriate, proper receptacles for the purpose. If the Lessor nominates a cleaning contractor for cleaning or removing rubbish or contaminants from the Land or from the Accommodation Facilities erected on the Land, the Lessee must accept the services of that cleaning contractor.

(6) Pest Control

The Lessee covenants with the Lessor they will

- (a) at their own cost engage competent persons to install, and regularly maintain suitable controls for the purpose of destruction and prevention of rats, mice, fleas; lice, bed bugs, moths and other rodents, insects, vermin and pests on, upon, within, about and likely to be attracted to the Accommodation and Ancillary Facilities satisfactory to the reasonable requirements of the Lessor and all local and statutory authorities responsible for the same;
- (b) report all abnormal pest presences to the Lessor and any appropriate authorities;
- (c) during each twelve months of the Lease provide to the Lessor a copy of a suitable pest inspection report;
- (d) take all reasonable steps to keep the Accommodation and Ancillary Facilities erected on the Land free and clear from:

- (c) The Lessor will ensure that the facilities referred to in paragraph (b) are regularly inspected, serviced and repaired, by specialist consultants or contractors, under service contracts, at intervals considered necessary or prudent by those specialists.
- (d) The Lessee will ensure that the Lessee's employees shall comply with the Lessor's reasonable instructions regarding the use of the facilities, and will not interfere with, or allow anything to be done which might impair the efficient operation of any of the facilities.
- (e) The Lessee will ensure that appropriate fire extinguishers are provided in the Accommodation Facilities erected on the Land and that they and the fire hose reels if any are serviced by specialist contractors in accordance with the manufacturer's service recommendations.
- (f) The Lessee will maintain existing fire breaks on the Land and create additional fire breaks as necessary to prevent the spread of fire in accordance with regulations of fire and local authorities.

PART 6 — REPAIRS, MAINTENANCE AND ALTERATIONS

25 Lessee's repair obligations

(1) Lessee's general obligation

The Lessee shall keep the Land in good condition throughout this Lease and shall on expiry or termination of this Lease yield up the Land and any improvements on the Land including but not limited to the Accommodation and Ancillary Facilities to the Lessor in the state of repair and condition as is specified in this clause.

(2) Limiting Lessee's repair obligation

The Lessee is not responsible for

- (a) the condition of the Land at the commencement of this Lease;
- (b) repairs required as a result of natural disasters, deliberate damage or accident, such as fire, flood, storm, earthquake, explosion, which are beyond the Lessee's responsibility or control, unless
 - (i) the damage occurred as a result of or was substantially contributed to by the Lessee's negligence
 - (ii) the Lessor is legally unable to recover from its insurer insurance money for the damage because of some act, neglect, default or misconduct by the Lessee or by other persons for whose conduct the Lessee is responsible.
- (c) repairs due to fair wear and tear.

(3) Lessee's additional specific repair obligations

In addition to the Lessee's obligations under clause 25(1), the Lessee shall throughout the term of this Lease, notwithstanding clause 25(2) (which does not apply to the matters listed in this paragraph), carry out the following repair and maintenance

- (a) promptly repair or replace all broken, cracked or damaged glass in the Accommodation and Ancillary Facilities erected on the Land, with glass of the same or similar gauge and quality or in compliance with current regulations as the

- (c) the work is completed in high class workmanship and with good quality materials;
- (d) fittings and materials of similar style and quality are used to the items being repaired or replaced;
- (e) the required consent or approval of any statutory authority is obtained to carry out the work and the conditions of approval are observed;
- (f) the work is carried out without creating undue noise, nuisance or interference with the use and enjoyment of adjoining or nearby land.

26 Lessor's right to inspect Land

(1) Right of inspection

The Lessor, or persons authorised by the Lessor, may enter the Land

- (a) to inspect the condition and state of repair of the Land, Above and Below Ground Infrastructure, Services and Facilities;
- (b) to ascertain that the Lessee complies with the Lessee's obligations under this Lease.

(2) Prior notice

The Lessor shall exercise its entitlement under clause 26(1) after giving not less than seven (7) days prior written notice to the Lessee of the intended time of the inspection, except in an emergency when the Lessor has an additional right to enter the Land and prior notice is not required before entry.

27 Lessor's right to repair Land

(1) Lessor's right of entry

The Lessor and persons authorised by the Lessor, including consultants and contractors, may enter the Land, together with tools, equipment and materials, and remain on the Land, at and for such reasonable times as is necessary for the purpose of carrying out repairs and other work, in accordance with this clause.

(2) Notice before entry

Before entering the Land the Lessor shall give to the Lessee not less than seven (7) days prior written notice of the intended date and time of entry, its purpose and the likely duration of the intended work, except in an emergency, when prior notice before entry is not required.

(3) Nature of repairs

The Lessor may carry out repairs, including maintenance, installations, alterations, replacement or renewal, in respect the Land, Services and Facilities to or situated on the Land, in order

- (a) to undertake work which the Lessor is required or desires to carry out in accordance with this Lease;
- (b) to comply with the requirements of any authority;
- (c) to carry out work in conjunction with or to adjoining land which cannot be reasonably undertaken without access from or through the Land;

- (c) The Lessee covenants to repair any damage caused to the Leased Premises by the removal of fixtures, or becoming apparent on their removal, in a workmanlike manner, so as to restore the Leased Premises to its condition before the installation of those fixtures which are removed.
- (d) Those fixtures which the Lessee does not remove within the period specified in paragraph (b) may at the Lessor's option remain permanently affixed to the Leased Premises and be and remain the property of the Lessor.

(4) Consequences of failure to remove and reinstate

If the Lessee fails to comply with the obligations under clause 28(1) or (3) within the periods in clause 28(2) or (3)(c)

- (a) the Lessor may cause the removal, reinstatement and repairs to be carried out, and the Lessee is responsible for and shall reimburse the Lessor for the Lessor's reasonable costs and expenses;
- (b) If the Lessor incurs further loss in reletting the Leased Premises by reason of the Lessee's failure, the Lessor may recover from the Lessee the loss of rent and operating expenses which would have been received from a prospective Lessee.

PART 7 — INSURANCE, INDEMNITIES, DAMAGE AND DESTRUCTION

29 Lessee's insurances

(1) Lessee's obligations to insure

The Lessee shall effect and maintain throughout the term of this Lease the following insurances:

(a) Accommodation and Ancillary Facilities:

- (i) for the full insurable and replacement value of the Accommodation and Ancillary Facilities erected on the Land ;
- (ii) including for the costs of demolition, site clearance, removal of debris, professional and other costs of planning and other approvals and for reinstating or replacing the any building erected on the Land, and Services and Facilities to the Land;
- (iii) against loss or damage by fire, storm, tempest, earthquake, lightning, explosion, and other risks usually covered under a comprehensive Insurance policy for fire and related risks;

(b) Public Risk

A public risk Insurance policy

- (i) in the form of a standard public risk policy or in the form commonly used by the Lessee's insurer and by some other reputable insurers;
 - (A) in the sum in Item 15 in the Reference Schedule in respect of any single event or accident;
 - (B) or for such higher amount as the Lessor, acting reasonably and prudently, may require, during any year of the term of this Lease after the first year of the term of this Lease;

repair or reinstate the damaged or destroyed property, utilising the proceeds from the insurance.

- (b) The Lessee shall pay any additional costs of replacement, repair or reinstatement not covered by the proceeds from the insurance.

30 Lessee's conduct relevant to insurance

(1) Compliance with fire safety regulations

- (a) The Lessee agrees to comply with the requirements imposed by the Lessor's insurer for the Land and the Accommodation and Ancillary Facilities erected on the Land and under fire safety regulations, in respect of the authorised use by the Lessee of the Land
 - (i) with regard to the installation, repair and maintenance of fire alarms, sprinklers, and fire prevention equipment on the Land and to the Accommodation and Ancillary Facilities erected on the Land, except those provided by the Lessor at or before the commencement of this Lease;
- (b) The Lessee is liable to the Lessor for the reasonable cost of installations and equipment, which the Lessor may install on the Land or to the Accommodation and Ancillary Facilities erected on the Land during this Lease, in order to comply with the requirements under paragraph (a), if the Lessee shall have failed to comply with those obligations in any respect.

31 Lessee's indemnities to Lessor

(1) Indemnities

The Lessee agrees to indemnify the Lessor from and against any liability, loss, damage, expense or claim, which the Lessor may incur, including to a third party, during or after the term of this Lease, in respect of or arising from:

(a) Plate Glass Insurance Excess

Any excess payable by the Lessor for claims relating to damage to plate glass and other glass in windows, doors, shop front, display cases and other fixed glass of any doors, windows or other frames containing the glass of the Accommodation and Ancillary Facilities erected on the Land.

(b) Breach of Lease obligations

Loss, damage or injury to property or person occurring within the Accommodation and Ancillary Facilities erected on the Land or on the Land, caused or contributed to by the Lessee's failure (including through the Lessee's agents or employees) to comply with the obligations imposed under this Lease.

(c) Misuse of Services or Facilities

The negligent use or misuse by the Lessee (and by its agents or employees) of any Services or Facilities in the Accommodation and Ancillary Facilities erected on the Land or in the Land.

(d) Escape of substances

The overflow, leakage or escape of water, gas, electricity, fire, or other materials or substances in the Accommodation and Ancillary Facilities erected on the Land or from the Land, caused or contributed to by the Lessee's (and its agents' or employees') negligence.

PART 9 — LESSOR'S COVENANTS, OBLIGATIONS AND RESERVATION OF ENTITLEMENTS

33 Lessor's covenant for quiet enjoyment

The Lessor covenants with the Lessee that whilst the Lessee complies with the financial and other obligations under this Lease, the Lessee may occupy and have the use and enjoyment of the Land for the term of this Lease without interruption or disturbance from the Lessor and other persons lawfully claiming through or under the Lessor.

34 Miscellaneous reservations

(1) Right to inspect Land

- (a) The Lessor, its employees, agents and persons authorised by the Lessor, may enter and remain on the Land, for reasonably short periods of time, for the purpose of inspecting the Land and the Accommodation and Ancillary Facilities erected on the Land, with a prospective purchaser or mortgagee of the Land or with a prospective lessee of the Land.
- (b) The right to enter and inspect the Land shall be exercised
 - (i) during the last two months of the lease term, with prospective lessees;
 - (ii) during two hours in any week, to be nominated by the Lessor, with prospective purchasers or mortgagees of the Land.

(2) Passage of Services

The Lessor reserves the right to maintain the Above and Below Ground Infrastructure and Services to the Land, or the adjoining land, by having those Services pass through or under the Land, and to have access to the Above and Below Ground Infrastructure and Services for the purpose of maintenance, repair or replacement, or to provide additional Services through or under the Land.

35 Lessor's entitlement to alter Building or common areas

(1) Work on Land

The Lessor may carry out any work on the Land, but without that work altering or interfering with the Land.

(2) Extent of work

The Lessor is entitled to

- (a) add to and alter the car parking facilities, alter their location and the direction and access to those facilities;
- (b) alter the access to the Land, including for pedestrians or for vehicles.

PART 10 — DEFAULT AND TERMINATION

36 Lessee's obligation to yield up Land

The Lessee agrees, immediately on the expiry or legally effective termination of this Lease, to yield up possession and control over the Land to the Lessor, in the condition and state of repair as required under this Lease.

- (b) granted by the Lessee for valuable consideration (the grant of this Lease by the Lessor), to secure the performance of the Lessee's obligations and the Lessor's proprietary interest over the Land.

(3) Extent of power

The Lessor as the Lessee's attorney and in the name and on behalf of the Lessee may

- (a) remove from the Land, store and sell, any plant, equipment, chattels and other property left on the Land by the Lessee, after the Lessee has vacated the Land and this Lease is terminated or has expired;
- (b) surrender this Lease, after
 - (i) the Lessor has become entitled to terminate this Lease; and
 - (ii) the Lessee vacates or abandons the Land; or
 - (iii) the Lessor terminates this Lease by serving notice of termination;
- (c) withdraw any caveat lodged by the Lessee in respect of this Lease, after the Lessor effectively terminates this Lease.

(4) The Lessor may

- (a) act as attorney under this clause during the continuance of this Lease and during the period of the number of months in Item 16 in the Reference Schedule after the termination of this Lease;
- (b) register this Lease (or lease provision) as a power of attorney, at any time including after the termination of this Lease, if that is required for the exercise of any power;
- (c) ratify and confirm any power when exercised under this clause, as attorney and agent for the Lessee.

40 Waiver

Demand and acceptance of rent and other financial obligations

After the Lessee is in default or breach under this Lease, including in breach of an essential term of this Lease, the demand or acceptance from the Lessee by the Lessor of arrears or of any late payment of rent, rates, taxes, outgoings, operating expenses, or other financial obligations does not

- (a) preclude the Lessor from exercising any rights or remedies under this Lease, including enforcing or terminating this Lease;
- (b) constitute a waiver of the essentiality of the Lessee's obligation to make those payments;
- (c) waive the Lessee's continuing obligation to make those payments during the lease term.

(2) Termination after default

The Lessor may terminate this Lease, after a default by the Lessee in accordance with clause 42(1), and continuance of the default, after the Lessor shall have served a legally effective notice of breach of covenant (if required) by

- (a) re-entering and taking possession of the Land, using reasonable force to secure possession;
- (b) serving on the Lessee written notice terminating this Lease;
- (c) instituting proceedings for possession against the Lessee;
- (d) taking the actions in both (a) and (b) or in (b) and (c).

except that when section 81(1) of the Property Law Act 1969 applies, the Lessor may only terminate this Lease if the Lessor has first given to the Lessee a notice which complies with that section and the Lessee has failed to comply with that notice.

43 Lessor's entitlement to damages**(1) Damages for breach or for repudiation**

- (a) In the event that the Lessee's conduct (whether acts or omissions) constitutes
 - (i) a repudiation of this Lease (or of the Lessee's obligations under this Lease);
 - (ii) a breach of any Lease covenants;
 - (iii) a breach of an essential term of this Lease;

the Lessee covenants to compensate the Lessor for the loss or damage suffered by the Lessor as a consequence of the repudiation or breach, whether this Lease is or is not terminated for the repudiation, breach or on any other ground.

- (b) The Lessor's entitlement to damages is in addition to any other remedy or entitlement, including termination of this Lease.
- (c) The Lessor is entitled to recover damages against the Lessee in respect of the repudiation or breach of covenant or essential term for the loss suffered by the Lessor during the term of this Lease, including the periods before and after termination of this Lease.
- (d) The Lessor's entitlement to recover damages is not affected or limited by any of the following:
 - (i) if the Lessee abandons or vacates the Land;
 - (ii) if the Lessor elects to re-enter or to terminate the Lease;
 - (iii) if the Lessor accepts the Lessee's repudiation;
 - (iv) if the parties' conduct constitutes a surrender by operation of law.

(2) Additional entitlements of Lessor

The Lessor's entitlement to damages is in addition to

- (a) the entitlement to recover rent, rates, taxes, outgoings and operating expenses until the date of expiry or termination of this Lease;

PART 11 — MISCELLANEOUS**45 Service of notices.****(1) Notice**

Any notice, document or demand (called "notice") under this Lease shall be served in accordance with this clause.

(2) Signature of notice

The notice shall be in writing, signed by the party giving it, or by the party's duly authorised officer (if a corporation), agent or solicitor.

(3) Service of notice

A notice may be served on a party to this Lease, including their successors, assigns, and guarantors

- (a) by personal delivery to that party or if more persons than one are lessors or lessees to any one of them;
- (b) by delivering the notice to the Land and leaving it with an employee of the Lessee;
- (c) by delivering the notice to the Lessor's business address and leaving it with an employee of the Lessor;
- (d) by sending it, addressed to the party at that party's address stated in Item 18 in the Reference Schedule, by prepaid security post or certified post;

(4) Time of service

A notice is considered to have been served

- (a) at the time of delivery;
- (b) on the third Business day after the day on which it is posted, the first Business day being the day of posting, whether received by the party or not.

46 Special Conditions

- (a) This Lease includes the Special Conditions set out in Item 20 of the Reference Schedule;
- (b) To the extent of any conflict between the Special Conditions set out in Item 20 of the Reference Schedule and the other terms and conditions of this Lease, the Special Conditions prevail

First Term of renewal (clause 7(6)(a)):

Three (3) years commencing 1 July 2015 and expiring on 30 June 2018.

Second Term of renewal (clause 7(6)(a)):

Three (3) years commencing 1 July 2018 and expiring 30 June 2021.

Lessor's written notice of current market rent (clause 7(6)(b)(i)):

To be given 30 days after exercise of option.

Time for Lessee's acceptance of Lessor's assessment of current market rent (clause 7(6)(b)(ii)):

14 days

Time for adjustment of rent after rent determination (clause 7(7)(b)):

30 days

Item 10 (clause 8)**Rent:**

- (a) \$10,000.00 (exclusive of GST) per calendar month payable in advance for the first six months of the Lease from 1 July 2012 to 31 December 2012; and
- (b) For the period from 1 January 2013 until the expiry or termination of the Lease rent will be paid on a monthly basis in arrears in accordance with clause 8(2) of this Lease. For the purposes of this calculation at the commencement date of the Lease Base Rent shall be \$100.00 (exclusive of GST) per month and Occupancy Rate shall be \$3.50 (exclusive of GST) per occupied room per night.

Item 11 (clause 11)**Review Dates (clause 11(1)):****Date**

1 July 2013

1 July 2014

1 July 2015

Review Basis

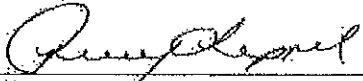
CPI Review of both Base Rent and Occupancy Rate

CPI Review of both Base Rent and Occupancy Rate

Market Review on Base Rent and CPI Review of Occupancy Rate

Executed as a Deed**Executed by the Lessor:**

THE COMMON SEAL of
THE SHIRE OF MORAWA
 was affixed in the presence of;



 President

KAREN J. CHAPPEL

 President's Full Name



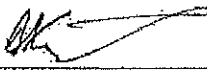
 Chief Executive Officer

David Williams

 A/Chief Executive Officers Full Name

Executed by the Lessee

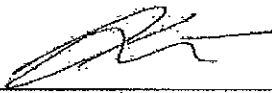
EXECUTED on behalf of
Ausco Modular Pty Ltd (ACN 010 654 994)
 in accordance with section 127(1) of the
 Corporations Act 2001 by authority of its
 directors



 Signature of Director

Benjamin Philip Knight

 Director's Full Name

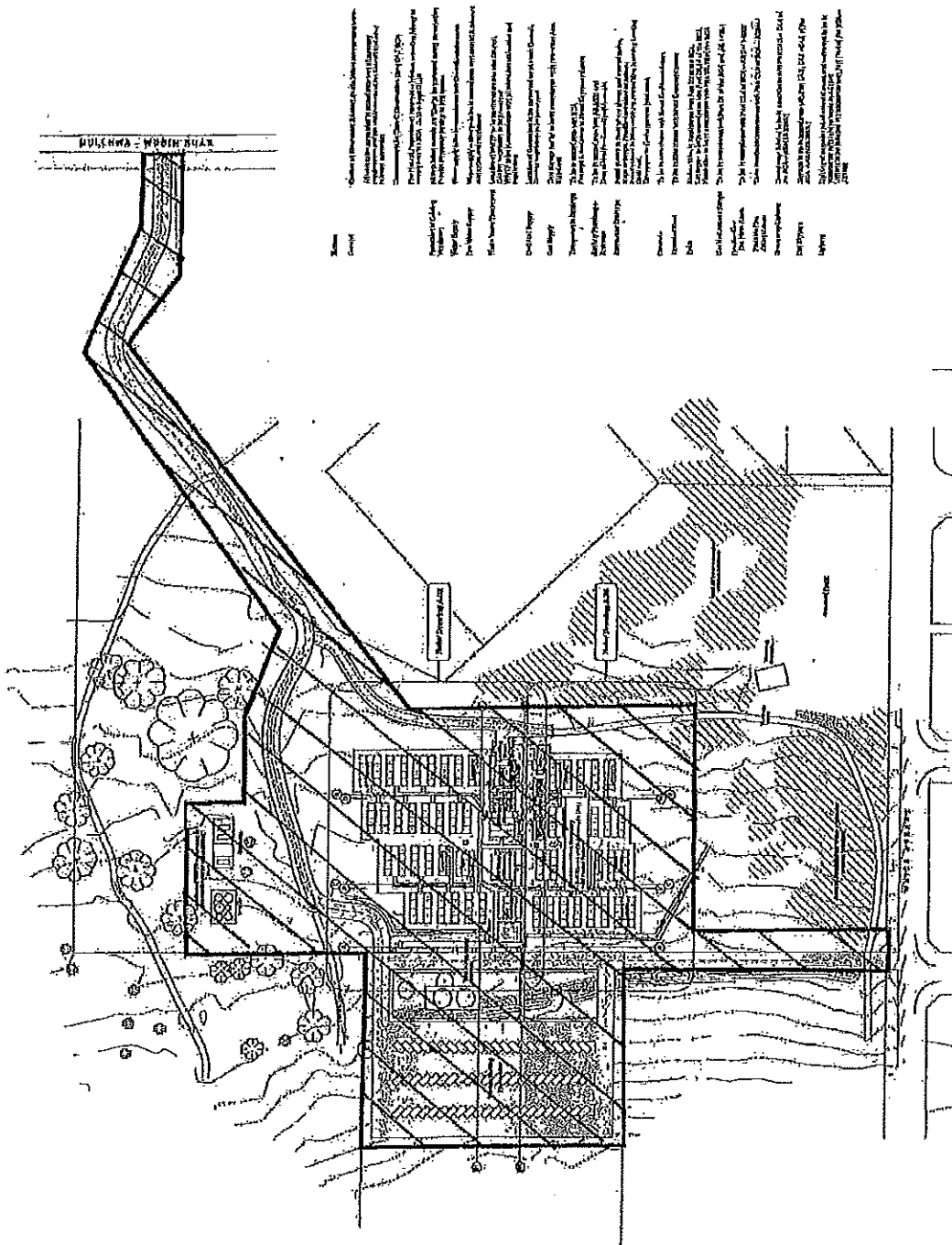


 Signature of Director/Secretary

Adrian Moffatt

 Director/Secretary's Full Name

ANNEXURE A



NY 6146

[illegible]

Cr Thornton declared a proximity interest in items 7.2.5.2 and 7.2.5.3 and left the meeting at 5.36pm

<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.5.2
<i>Subject:</i>	Request for Restricted Access Vehicle (RAV) permit
<i>Date & Author:</i>	18th August 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Shelley Smith – Executive Manager
<i>Applicant/Proponent:</i>	Merkanooka Haulage
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

SUMMARY

Merkanooka Haulage has approached Council for 3 Restricted Access Vehicle approvals as follows;

- (RAV) 2/3 network 7 to operate a B Double & Dog Combination to 36.5 metres through the following section of local roads:

- Morawa Yalgoo Road.
- Franko Road.
- Pintharuka Road through to Tropiano Road.
- Tropiano Road for approx. 600m to Emu Springs.
- Yongarloo Road

Carting grain and lime for the harvest season commencing 1st October 2015 to March 31st 2016.

- (RAV) 2/3 network 7 to operate a B Double & Dog Combination to 27.5 metresmetres through the following section of local roads
 - Morawa Yalgoo Road.
 - Franko Road.
 - Pintharuka Road through to Tropiano Road.
 - Tropiano Road for approx. 600m to Emu Springs.

- Yongarloo Road

Carting grain and lime for the harvest period commencing 1st October 2015 to 31st March 2016.

- RAV) 2/3 network 7 approval to operate a Prime Mover and 2 side Tippers to 27.5 metres through the following section of local roads:

- Mingenew Morawa Road.
- Mullewa Yalgoo Road.
- Morawa Yalgoo Boundary

Carting construction aggregate and machinery to the Doray Minesite. Maximum 520000 tons per load with 2 trucks 4-5 times a week for 1 year.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

1. Letter Merkanooka Haulage
2. Map location of route for Grain
3. Map location of route for Doray Minesite

BACKGROUND INFORMATION

Under Main Roads Western Australia (WA) RAV networks conditions, there is a need to seek approval by certain RAV users to travel on roads controlled by Council.

Main Roads WA in consultation with the Shire of Morawa have classified the majority of local roads and low volume roads in the Shire as a RAV 2/3 network. The network allows for RAV 3 to carry a mass of eighty four (84) tonnes with a length of twenty seven point five (27.5m) metres and a height of four point six (4.6m) metres. RAV 2 classification is lower in weight and in some cases shorter in length.

Main Roads WA website provides information regarding the Class 2/3 RAV network publication Morawa Shire LG511 Audit dated 12 March 2009.

Main Roads WA has also provided the following feedback regarding RAV vehicles on Shire of Morawa Local Road RAV 2/3 network as is provided below;

*The road design requirements for RAV 3 and RAV 4 are the same. They have the same approved maximum length and the same number of axle groups.
If Morawa Shire requests an upgrade, a route assessment would be undertaken and the roads could then be added to the RAV network 4 Road Tables; however the roads are not designed for continual use by larger RAV networks.*

Council has previously considered restricted access application permits and resolved to approve restricted access vehicle permits on Shire roads.

Shire of Morawa: Confirmed Minutes of the Ordinary Meeting of Council held 22nd September 2015

OFFICER'S COMMENT

Previous consultation with Mainroads Western Australia provided a further condition to permit approval subject to conditions set by Council to include;-'*condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.*'

The Shire of Morawa local road network (before increased mining activity) has been subject to low level usage with the exception of harvest.

Road usage is on the increase due to various activities in the region. The activities include Extractive Industries, Agricultural, Mine ore cartage, mining construction works (inclusive of supporting infrastructure) and road network upgrades.

Increased activities impact on the Council's resources being able to maintain certain roads to a level of access and safety required and detailed in the Main Roads Heavy Vehicle Operations document '*GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES*'.

By permitting this application, even with conditions, places the Shire of Morawa in a position both in terms of probable increased maintenance costs and creating a precedent for others to potentially follow. This request seeks an approval which is both inside and outside of the grain harvest period.

After consultation with Rod Gillis from Mainroads Geraldton, MJ & BC Thornton (Morawa School Bus Company) and the Principal Works Manager of the Shire of Morawa it is this officers' recommendation that a condition of the RAV permit approval be that travel is restricted on the Yalgoo Road section of the route between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.

COMMUNITY CONSULTATION

Feed-back is received at Council from road users and assists in monitoring the impact the large vehicles have on local roads and user safety.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995
Main Roads Act 1930

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Council's review of the process for issuing RAV permits provides part of an asset review for use of road infrastructure in the Shire.

RISK MANAGEMENT

An approval of RAV network permits provides the Shire with consultation and a due diligence process for road users in the Shire of Morawa. Without the process Council's road network assets could become unsafe and unmanageable for current resources. There are inherent risks to the Shire in approving this request. The main risk relates to increased road maintenance costs and the other is setting a precedent for other similar applications to follow.

The Shire of Morawa local road network has been audited and rated. The majority of Local roads are rated as a local volume RAV 2/3 roads. The requested use seeks to permit for up to RAV 7 combinations. This would appear in contrary to the audit and rating process as undertaken by the Shire of Morawa in 2009.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve:-

- (RAV) 2/3 network 7 to operate a B Double & Dog Combination to 36.5

metres through the following section of local roads

- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.
- Franko Road.
- Pintharuka Road through to Tropiano Road.
- Tropiano Road for approx. 600m to Emu Springs.
- Yongarloo Road

This approval is only for the harvest season commencing 1st October 2015 to March 31st 2016.

- (RAV) 2/3 network 7 to operate a B Double & Dog Combination to 27.5 metres through the following section of local roads

- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.
- Franko Road.
- Pintharuka Road through to Tropiano Road.
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- Yongarloo Road

This approval is only for the harvest season commencing 1st October 2015 to March 31st 2016.

- RAV) 2/3 network 7 approval to operate a Prime Mover and 2 side Tippers to 27.5 metres through the following section of local roads:
 - Mingenew Morawa Road.
 - Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.
 - Morawa Yalgoo Boundary.

This approval is only for 1 year commencing 1st October 2015 to 1st October 2016.

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- p) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- r) Only approved routes will be permitted in the Morawa Town site*
- s) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- t) Headlights on at all times*
- u) Removing dust from tyres rims when entering sealed roads*
- v) Compliance with maximum gross weight limits*
- w) Vehicle length not to exceed 36.5 metres*
- x) No operation after a heavy rain fall event*
- y) No operation during school bus routes drop off and pick up times*
- z) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.*

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the one year completion on 1st October 2016.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits.

COUNCIL RESOLUTION

Moved: Cr
Seconded: Cr

That Council approve:-

- (RAV) 2/3 network 7 to operate a B Double & Dog Combination to 36.5

metres through the following section of local roads

- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.
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The Applicant must seek Main roads Western Australia Approval for all RAV network permits.

CARRIED

Motion amended for approval to exclude the period between 3.00pm and 4.00pm due to the likelihood of school buses using the roads at that time.

COUNCIL RESOLUTION

**1509006 Moved: Cr Collins
 Seconded: Cr Agar**

That Council approve:-

- (RAV) 2/3 network 7 to operate a B Double & Dog Combination to 36.5 metres through the following section of local roads**

- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 3.00pm to 5.00pm Monday to Friday during school bus route runs.
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Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the one year completion on 1st October 2016.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits.

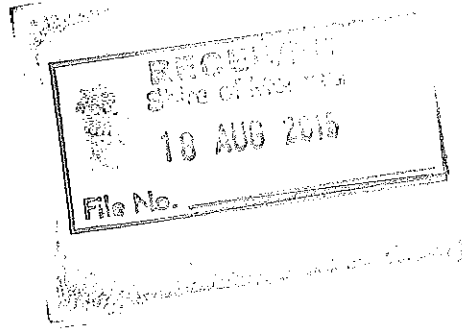
CARRIED
5/0



MERKANOOKA
HAULAGE

EM

Mr. J. Roberts
Chief Executive Officer
PO Box 14
MORAWA WA 6623



Dear Mr. Roberts,

I am writing to ask for approval from the Morawa Shire to use the Morawa-Yalgoo Road to access the Doray mine site with truck and trailer combinations approximately 27.5m long.

We have been on the Main Roads RAV Network site and it specifies that with the combinations we intend to drive we would be required to drive at a speed limit 10kms lower than the posted speed limit and that there is no operation on unsealed road segment when visibly wet. We fully intend to adhere to these restrictions when using this road.

It also states that we must hold current written approval from the Local Government permitting use of the road.

We appreciated your time in this matter and should you require any further information please do not hesitate to contact our office on 9971 6003.

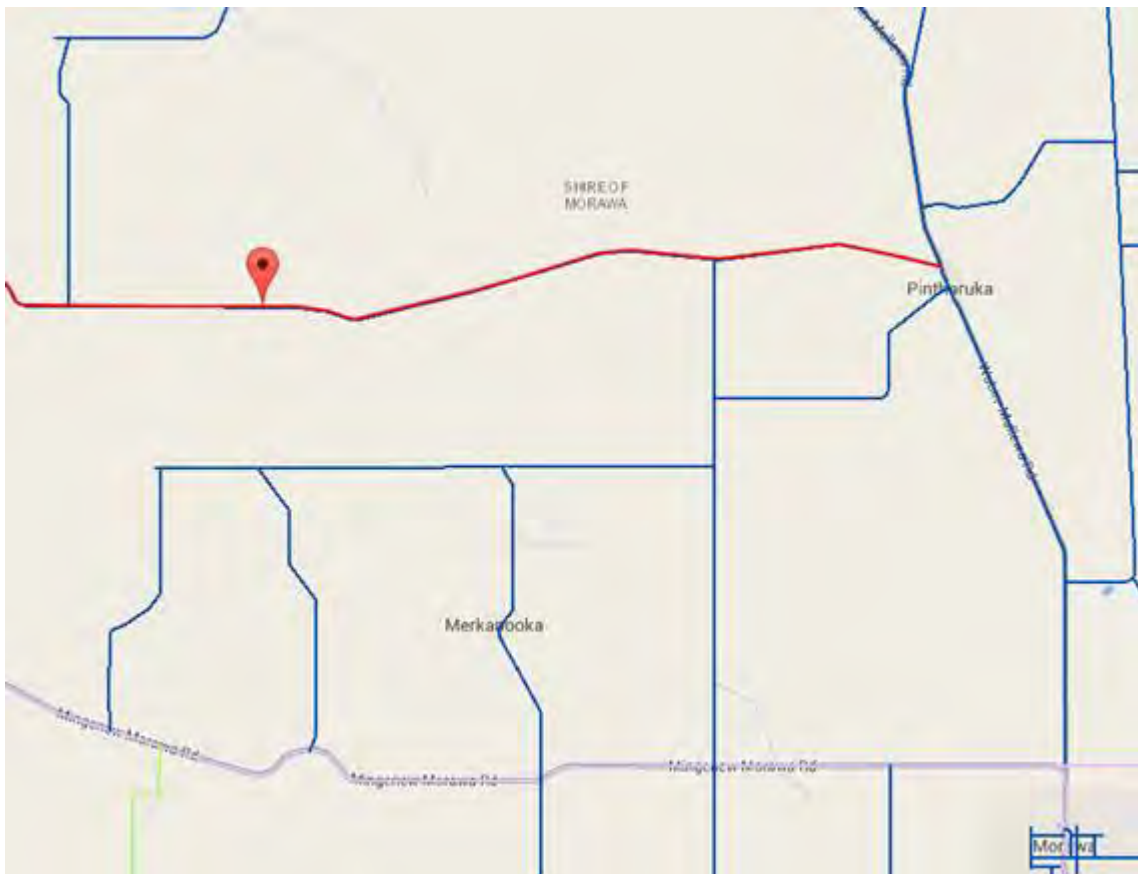
Kind Regards

Angela McTaggart
Administration and Logistics Manager
2412 Mingenew Morawa Road
Morawa WA 6623

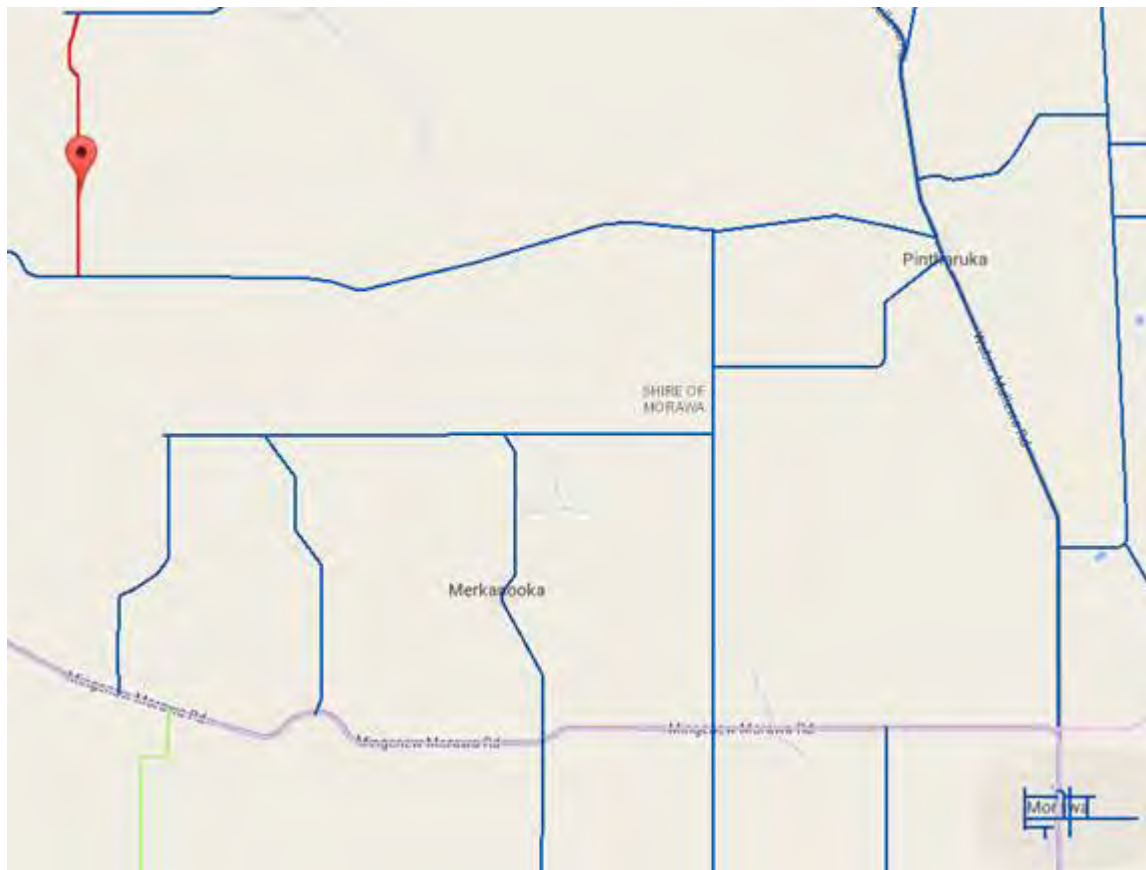
Franco Rd



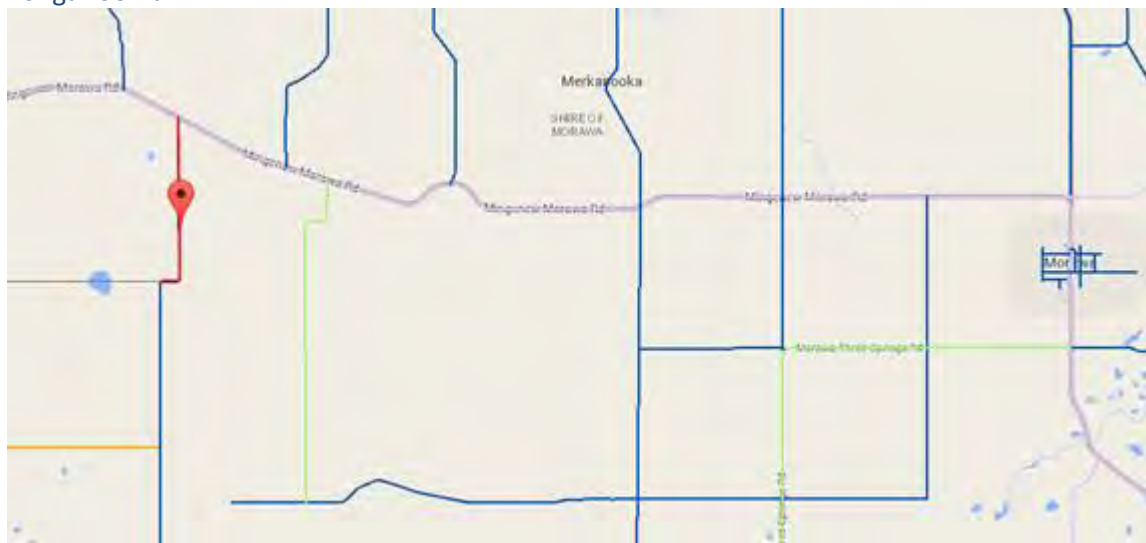
Pintharuka Rd

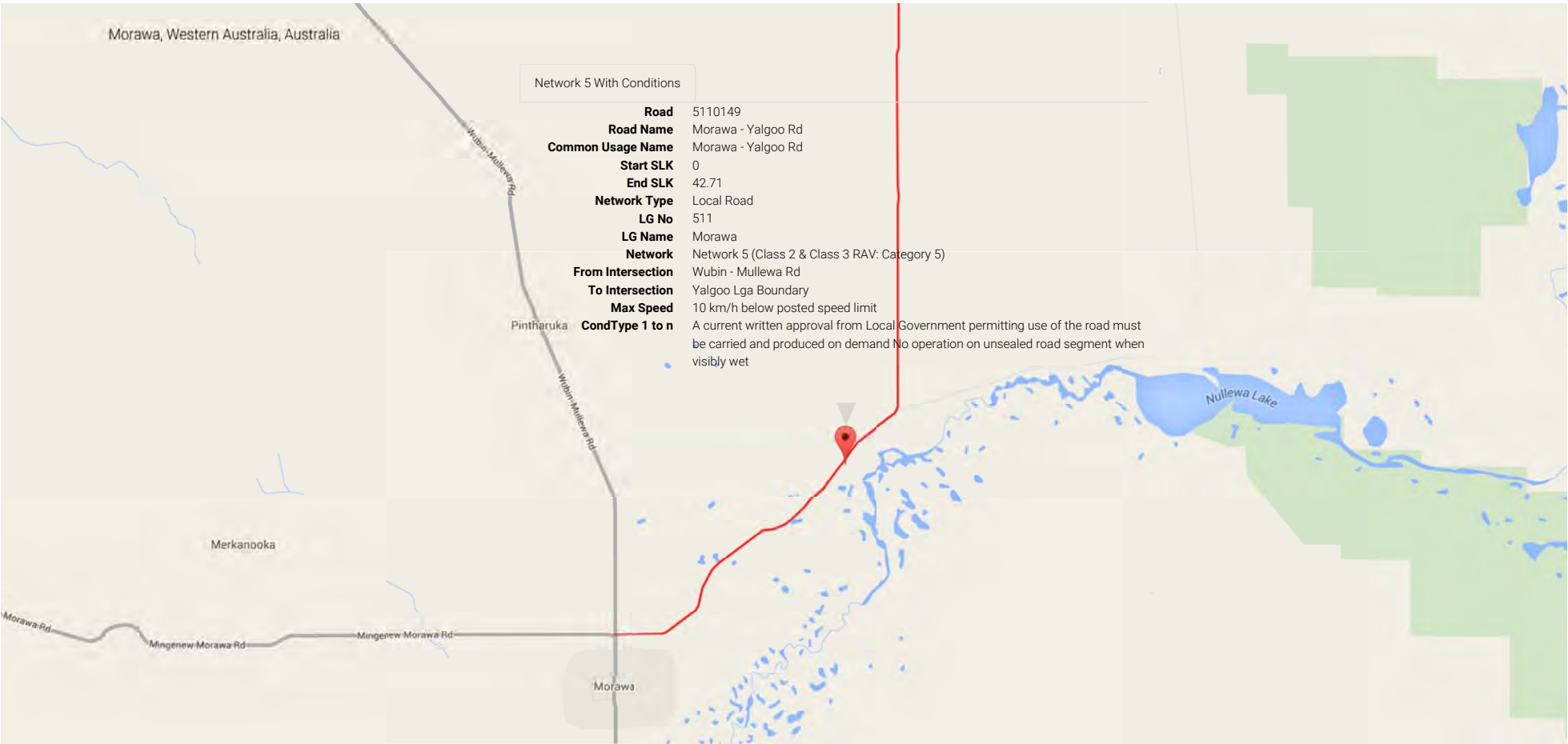


Tropiano Road



Yongarloo Rd





<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.5.3
<i>Subject:</i>	Request for Restricted Access Vehicle (RAV) permit
<i>Date & Author:</i>	7th September 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Shelley Smith – Executive Manager
<i>Applicant/Proponent:</i>	Platinum Logistics WA Pty Ltd
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

SUMMARY

Platinum Logistics WA Pty Ltd have approached Council for a Restricted Access Vehicle (RAV) 2/3 network 7 approval to operate a Road Train and Oversize B Double combination to 36.5metres through the following section of local roads:

- Mingenew Morawa Road
- Morawa Yalgoo Road
- Shire of Morawa and Yalgoo boundary.

Platinum Logistic WA Pty Ltd have secured a contract with GR Engineering who are constructing a new plant at the Deflector Gold mine located within the Gullewa tenement. They will be operating to a maximum of 50-60 tons with 1-2 trucks every second day to up to 5-6 trucks per week to the site for a period of no longer than 1 year.

The trucks will be carrying cradles of structural steel that weigh no more than 15 tons per load.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

1. Letter Platinum Logistics WA Pty Ltd
2. Map location of route

BACKGROUND INFORMATION

Under Main Roads Western Australia (WA) RAV networks conditions, there is a need to seek approval by certain RAV users to travel on roads controlled by Council.

Shire of Morawa: Confirmed Minutes of the Ordinary Meeting of Council held 22nd September 2015

Main Roads WA in consultation with the Shire of Morawa have classified the majority of local roads and low volume roads in the Shire as a RAV 2/3 network. The network allows for RAV 3 to carry a mass of eighty four (84) tonnes with a length of twenty seven point five (27.5m) metres and a height of four point six (4.6m) metres. RAV 2 classification is lower in weight and in some cases shorter in length.

Main Roads WA website provides information regarding the Class 2/3 RAV network publication Morawa Shire LG511 Audit dated 12 March 2009.

Main Roads WA has also provided the following feedback regarding RAV vehicles on Shire of Morawa Local Road RAV 2/3 network as is provided below;

The road design requirements for RAV 3 and RAV 4 are the same. They have the same approved maximum length and the same number of axle groups.

If Morawa Shire requests an upgrade, a route assessment would be undertaken and the roads could then be added to the RAV network 4 Road Tables; however the roads are not designed for continual use by larger RAV networks.

Council has previously considered restricted access application permits and resolved to approve restricted access vehicle permits on Shire roads.

OFFICER'S COMMENT

Previous consultation with Mainroads Western Australia provided a further condition to permit approval subject to conditions set by Council to include;-'condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.'

The Shire of Morawa local road network (before increased mining activity) has been subject to low level usage with the exception of harvest.

Road usage is on the increase due to various activities in the region. The activities include Extractive Industries, Agricultural, Mine ore cartage, mining construction works (inclusive of supporting infrastructure) and road network upgrades.

Increased activities impact on the Council's resources being able to maintain certain roads to a level of access and safety required and detailed in the Main Roads Heavy Vehicle Operations document 'GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES'.

By permitting this application, even with conditions, places the Shire of Morawa in a position both in terms of probable increased maintenance costs and creating a precedent for others to potentially follow. This request seeks an approval which is both inside and outside of the grain harvest period.

COMMUNITY CONSULTATION

Feed-back is received at Council from road users and assists in monitoring the impact the large vehicles have on local roads and user safety.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Main Roads Act 1930

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Council's review of the process for issuing RAV permits provides part of an asset review for use of road infrastructure in the Shire.

RISK MANAGEMENT

An approval of RAV network permits provides the Shire with consultation and a due diligence process for road users in the Shire of Morawa. Without the process Council's road network assets could become unsafe and unmanageable for current resources. There are inherent risks to the Shire in approving this request. The main risk relates to increased road maintenance costs and the other is setting a precedent for other similar applications to follow.

The Shire of Morawa local road network has been audited and rated. The majority of Local roads are rated as a local volume RAV 2/3 roads. The requested use seeks to permit for up to RAV 7 combinations. This would appear in contrary to the audit and rating process as undertaken by the Shire of Morawa in 2009.

After consultation with Rod Gillis from Mainroads Geraldton, MJ & BC Thornton (Morawa School Bus Company) and the Principal Works Manager of the Shire of Morawa it is this officers' recommendation that a condition of the RAV permit approval be that travel is restricted on the Yalgoo Road section of the route between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve;-

1. The application from Platinum Logistics WA Pty Ltd to operate a Restricted Access Vehicle (RAV) Road Trains and Oversize B /Double combinations up to 36.5 metres to operate on the following sections of local roads detailed below in the Shire of Morawa.

- Mingenew Morawa Road

- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.
- Shire of Morawa and Yalgoo boundary

The approval is for one year only commencing 20th August 2015 subject to:-

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- p) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- r) Only approved routes will be permitted in the Morawa Town site*
- s) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- t) Headlights on at all times*
- u) Removing dust from tyres rims when entering sealed roads*
- v) Compliance with maximum gross weight limits*
- w) Vehicle length not to exceed 36.5 metres*
- x) No operation after a heavy rain fall event*
- y) No operation during school bus routes drop off and pick up times*
- z) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.*

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the one year completion on 20th August 2016.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits

COUNCIL RESOLUTION

Moved: Cr

Seconded: Cr

That Council approve:-

- 1. The application from Platinum Logistics WA Pty Ltd to operate a Restricted Access Vehicle (RAV) Road Trains and Oversize B /Double combinations up to 36.5 metres to operate on the following sections of local roads detailed below in the Shire of Morawa.**

- **Mingenew Morawa Road**

- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 4.00pm to 5.00pm Monday to Friday during school bus route runs.
- Shire of Morawa and Yalgoo boundary

The approval is for one year only commencing 20th August 2015 subject to:-

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
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- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- r) Only approved routes will be permitted in the Morawa Town site*
- s) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- t) Headlights on at all times*
- u) Removing dust from tyres rims when entering sealed roads*
- v) Compliance with maximum gross weight limits*
- w) Vehicle length not to exceed 36.5 metres*
- x) No operation after a heavy rain fall event*
- y) No operation during school bus routes drop off and pick up times*
- z) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.*

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the one year completion on 20th August 2016.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits

Motion amended for approval to exclude the period between 3.00pm and 4.00pm due to the likelihood of school buses using the roads at that time.

COUNCIL RESOLUTION

1509007 Moved: Cr Collins
 Seconded: Cr Carslake

That Council approve;-

1. The application from Platinum Logistics WA Pty Ltd to operate a Restricted Access Vehicle (RAV) Road Trains and Oversize B /Double combinations up to 36.5 metres to operate on the following sections of local roads detailed below in the Shire of Morawa.

- Mingenew Morawa Road
- Morawa Yalgoo Road with restricted access between the hours of 7.00am to 8.30am and 3.00pm to 5.00pm Monday to Friday during school bus route runs.
- Shire of Morawa and Yalgoo boundary

The approval is for one year only commencing 20th August 2015 subject to:-

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- p) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- r) Only approved routes will be permitted in the Morawa Town site*
- s) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- t) Headlights on at all times*
- u) Removing dust from tyres rims when entering sealed roads*
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- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.*

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the one year completion on 20th August 2016.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits.

CARRIED
5/0

Cr Thornton re-joined the meeting at 5.42pm.



To Mr John Roberts,
CEO Morawa Shire,

We are due to start transporting goods from Perth to Deflector Gold Mine located within the Gullewa tenement this week.

Platinum logistics WA PTY LTD would like to apply for a permit to operate Road Trains and also Oversize B/Double combinations through the Morawa Shire from the intersection of Wubin – Mullewa Road to the shire boundary with Yalgoo shire.

We will also be submitting a letter to the Shire of Yalgoo asking permission to operate these vehicles within their boundaries also.

We have spoken to Main Roads who have advised us we require written permission from the appropriate shires before they can grant any approvals.

Can you please advise at your earliest convenience if the above request can be approved?

Thank you in advance for your help.

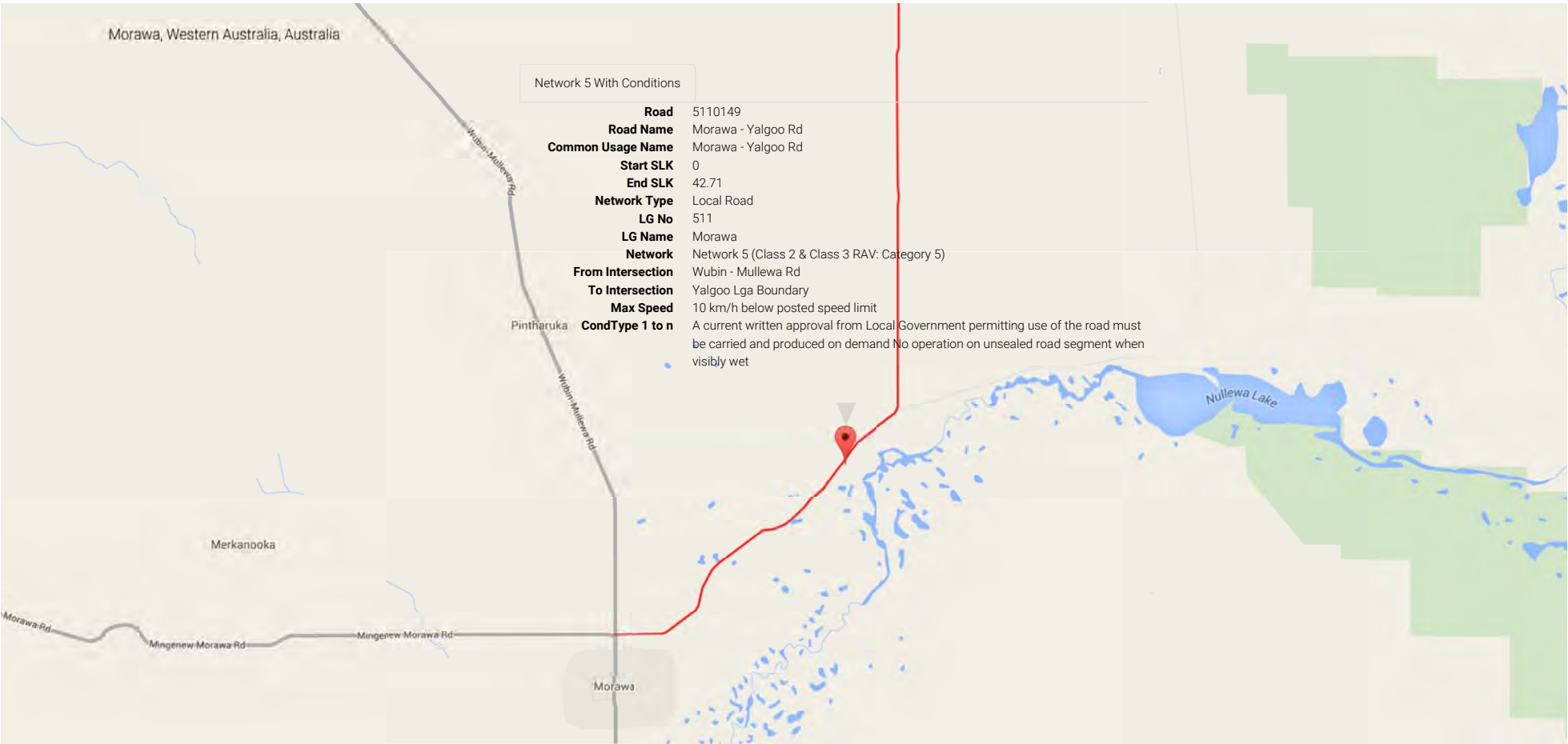
Warm regards

Mario Radoccia

Mario (Doc) Radoccia
Manager
MB: 0458 919 991

14 – 16 Meliador Way Midvale WA 6056, PO BOX 1247 Midland WA 6936
E: doc@platinumlogisticswa.com P: 08 9250 1977 F: 08 9250 1238





<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.5.4
<i>Subject:</i>	Request for Restricted Access Vehicle (RAV) permit
<i>Date & Author:</i>	18th August 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Shelley Smith – Executive Manager
<i>Applicant/Proponent:</i>	Rob & Pam Kowald
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

SUMMARY

Rob Kowald has approached Council for a Restricted Access Vehicle (RAV) 2/3 network 7 approval to operate a Road Train being 1 truck and 2 dog trailers to 32 metres through the following section of local roads:

- Arrinooka Road,
- Offsanka (Canna) Road
- Nanekine Road .

The request is to haul grain for a harvest period of eight weeks commencing 15th October 2015 to 10th December 2015.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

1. Copy email Rob & Pam Kowald

BACKGROUND INFORMATION

Under Main Roads Western Australia (WA) RAV networks conditions, there is a need to seek approval by certain RAV users to travel on roads controlled by Council.

Main Roads WA in consultation with the Shire of Morawa have classified the majority of local roads and low volume roads in the Shire as a RAV 2/3 network. The network allows for RAV 3 to carry a mass of eighty four (84) tonnes with a length of twenty seven point five (27.5m) metres

Shire of Morawa: Confirmed Minutes of the Ordinary Meeting of Council held 22nd September 2015

and a height of four point six (4.6m) metres. RAV 2 classification is lower in weight and in some cases shorter in length.

Main Roads WA website provides information regarding the Class 2/3 RAV network publication Morawa Shire LG511 Audit dated 12 March 2009.

Main Roads WA has also provided the following feedback regarding RAV vehicles on Shire of Morawa Local Road RAV 2/3 network as is provided below;

The road design requirements for RAV 3 and RAV 4 are the same. They have the same approved maximum length and the same number of axle groups.

If Morawa Shire requests an upgrade, a route assessment would be undertaken and the roads could then be added to the RAV network 4 Road Tables; however the roads are not designed for continual use by larger RAV networks.

Council has recently considered restricted access vehicle (RAV) applications, permits and resolved to approve restricted access vehicle (RAV) permits on Shire roads for a limited time during harvest subject to a number of conditions

OFFICER'S COMMENT

The application received is similar to applications approved by Council and could be approved subject to conditions imposed on previous applicants.

Previous consultation with Mainroads Western Australia provided a further condition to permit approval subject to conditions set by Council to include;-'condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.'

The Shire of Morawa local road network (before increased mining activity) has been subject to low level usage with the exception of harvest.

Road usage is on the increase due to various activities in the region. The activities include Extractive Industries, Agricultural, Mine ore cartage, mining construction works (inclusive of supporting infrastructure) and road network upgrades.

Increased activities impact on the Council's resources being able to maintain certain roads to a level of access and safety required and detailed in the Main Roads Heavy Vehicle Operations document 'GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES'.

By permitting this application, even with conditions, places the Shire of Morawa in a position both in terms of probable increased maintenance costs and creating a precedent for others to potentially follow. This request seeks an approval which is both inside and outside of the grain harvest period.

COMMUNITY CONSULTATION

Feed-back is received at Council from road users and assists in monitoring the impact the large vehicles have on local roads and user safety.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Main Roads Act 1930

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Council's review of the process for issuing RAV permits provides part of an asset review for use of road infrastructure in the Shire.

RISK MANAGEMENT

An approval of RAV network permits provides the Shire with consultation and a due diligence process for road users in the Shire of Morawa. Without the process Council's road network assets could become unsafe and unmanageable for current resources. There are inherent risks to the Shire in approving this request. The main risk relates to increased road maintenance costs and the other is setting a precedent for other similar applications to follow.

The Shire of Morawa local road network has been audited and rated. The majority of Local roads are rated as a local volume RAV 2/3 roads. The requested use seeks to permit for up to RAV 7 combinations. This would appear in contrary to the audit and rating process as undertaken by the Shire of Morawa in 2009.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve:-

1. A Restricted Access Vehicle (RAV) 2/3 network 7 permit to Rob Kowald to operate a 32 metre Road Train being 1 truck and 2 dog trailers on Shire roads within the Shire of Morawa on local roads listed below,
 - Arrinooka Road
 - Offszanka (Canna)Road
 - Nanekine Road

The approval is for 8 weeks only commencing 15th October 2015 to 10th December 2015 for the 2015 harvest period subject to:-

Shire of Morawa: Confirmed Minutes of the Ordinary Meeting of Council held 22nd September 2015

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- p) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- r) Only approved routes will be permitted in the Morawa Town site*
- s) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- t) Headlights on at all times*
- u) Removing dust from tyres rims when entering sealed roads*
- v) Compliance with maximum gross weight limits*
- w) Vehicle length not to exceed 36.5 metres*
- x) No operation after a heavy rain fall event*
- y) No operation during school bus routes drop off and pick up times*
- z) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.*

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the 8 week completion on 10th December 2015.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits

COUNCIL RESOLUTION

Moved: Cr

Seconded: Cr

That Council approve:-

- 2. A Restricted Access Vehicle (RAV) 2/3 network 7 permit to Rob Kowald to operate a 32 metre Road Train being 1 truck and 2 dog trailers on Shire roads within the Shire of Morawa on local roads listed below,**
 - Arrinooka Road**
 - Offszanka (Canna)Road**
 - Nanekine Road**

The approval is for 8 weeks only commencing 15th October 2015 to 10th December 2015 for the 2015 harvest period subject to:-

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage***
- p) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage***
- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site***
- r) Only approved routes will be permitted in the Morawa Town site***
- s) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic***
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- v) Compliance with maximum gross weight limits***
- w) Vehicle length not to exceed 36.5 metres***
- x) No operation after a heavy rain fall event***
- y) No operation during school bus routes drop off and pick up times***
- z) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place***
- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit***
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.***

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the 8 week completion on 10th December 2015.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits

Motion amended for approval to exclude periods when school buses are operating on Arrinooka and Nanekine Roads.

COUNCIL RESOLUTION

1509008 **Moved: Cr Agar**
Seconded: Cr Carslake

That Council approve:-

3. A Restricted Access Vehicle (RAV) 2/3 network 7 permit to Rob Kowald to operate a 32 metre Road Train being 1 truck and 2 dog trailers on Shire roads within the Shire of Morawa on local roads listed below,
- Arrinooka Road with restricted access between the hours of 7.00am to 8.30am and 3.00pm to 5.00pm Monday to Friday during school bus route runs.

- Offszanka (Canna) Road
- Nanekine Road with restricted access between the hours of 7.00am to 8.30am and 3.00pm to 5.00pm Monday to Friday during school bus route runs.

The approval is for 8 weeks only commencing 15th October 2015 to 10th December 2015 for the 2015 harvest period subject to:-

Standard Conditions of Use:

- o) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- p) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- q) Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
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- aa) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- bb) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.*

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the 8 week completion on 10th December 2015.

The Applicant must seek Main roads Western Australia Approval for all RAV network permits

**CARRIED
6/0**

From: Rob Kowald [<mailto:pindawafarm@gmail.com>]
Sent: Saturday, 22 August 2015 8:16 AM
To: Graeme Whitmore
Subject: Annual Road Train Permit.

Sent from my iPad

Begin forwarded

Begin forwarded

Shire of Morawa.

Hello John & Councillors.

Would you please consider the following request?

A RAV category 7- Class 2 road train to 32 metres length, being a truck and two dog trailers, to travel on the shire roads, namely : Arrinooka road, Offszanka(Canna) road and Nanekine road , For a period of eight weeks commencing on the 15th of October 2015 .

Voluntary conditions : Maximum speed of 60kph and stay clear of school bus Time zones.

Kind regards

Rob Kowald.

Rob & Pam Kowald

"Pindawa "

PO Box 419

Morawa 6623

Ph/fax 99 722065

Email: pindawafarm@gmail.com

Sent from my iPad

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<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.5.5
<i>Subject:</i>	Disability Access & Inclusion Plan
<i>Date & Author:</i>	7 September 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Shelley Smith – Executive Manager
<i>Applicant/Proponent:</i>	Disability Services Commission
<i>File Number:</i>	ADM 0246
<i>Previous minute/s & Reference:</i>	

SUMMARY

This report recommends that Council adopts the Disability Access & Inclusion Plan June 2013-2018 - Reviewed June 2014.

Council has an obligation under the Disability Services Act 1993 to prepare and review the Disability Access & Inclusion Plan.

The reviewed plan was lodged with the Disability Services Commission in July 2014.

Due to upcoming Better Compliance Process Review it was discovered that the revised DAIP had not been submitted to council for approval.

The revised DAIP now includes outcome 7 which ensures that people with a disability have the same opportunities as other people to obtain and maintain employment with a public authority.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

1. Disability Access and Inclusion Plan June 2013-2018. Reviewed June 2014.
2. DAIP outcome 7 outline.

BACKGROUND INFORMATION

There has been a requirement previously under the Disability Services Act for Council to prepare and annually review a Disability Plan.

The Act was amended in December 2004 and now Local Governments are now required to develop and implement Disability Access and Inclusion Plans (DAIP's).

OFFICER'S COMMENT

The requirements of the DAIP's build on the previous Disability Service Plans so that people with disabilities can access services provided by public authorities in a way that facilitates increased independence, opportunities, and inclusion within the community.

The six outcomes of a Disability Access and Inclusion Plan are:

- People with disabilities have the same opportunities as other people to access the services of, and any events organised by, a public authority.
- People with disabilities have the same opportunities as other people to access the buildings and other facilities of a public authority
- People with disabilities receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.
- People with disabilities receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.
- People with disabilities have the same opportunities as other people to make complaints to a public authority.
- People with disabilities have the same opportunities as other people to participate in any public consultation by a public authority.

A draft plan has been prepared and is presented for Council's consideration. Once the plan is adopted in principle by Council, it will need to be made available for public comment before being submitted to the Disability Services Commission.

Once the plan is in place there is a requirement for an annual review and report to the Disability Services Commission. At least once every five years a complete review of the DAIP needs to be undertaken.

There is a further requirement that the implementation of the DAIP is included in Council's Annual Report.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Disability Services Act 1993

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Minimal other than staff time in preparing the plan; implementation of some of the strategies may require future Council / budget consideration.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Despite the merits of the proposal, there is an inherent risk that an additional administrative burden will be placed on staff time to manage the DAIP implementation and annual reporting thereof. There is also the risk that staff resources will become stretched as a direct result of fulfilling these requirements.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt-

1. The Disability Access & Inclusion Plan June 2013-2018 - Reviewed June 2014 and make it available for public comment prior to submission to the Disability Services Commission.

COUNCIL RESOLUTION

1509009

Moved: Cr Collins

Seconded: Cr Thornton

That Council adopt-

1. The Disability Access & Inclusion Plan June 2013-2018 - Reviewed June 2014 and make it available for public comment prior to submission to the Disability Services Commission.

CARRIED
6/0

SHIRE OF MORAWA



DISABILITY ACCESS AND INCLUSION PLAN JUNE 2013-2018 Reviewed June 2014

This plan is available in alternative formats such as large print, electronic format (disk or emailed), on request.

Disability Access and Inclusion Plan for the Shire of Morawa

1.0 Background

1.1 The Shire of Morawa

The Shire of Morawa is situated in the North Midlands area due North of Perth and East South East of Geraldton. It is joined by the Shires of Mullewa to the North, Perenjori to the South, Mingenew and Three Springs to the West and Yalgoo to the East.

Morawa townsite is approximately 370 km by road North of Perth (via Three Springs) and 180 km from Geraldton. The townsite is 114 kms east of the coastal town of Dongara.

The population of Morawa townsite is estimated at 600 people and 460 for the rest of the Shire. The population has been declining over recent years (up until 1991) but has remained stable since. About 3% of the population are Aboriginal.

The Shire has a total area of 352,800 ha, (3,528 km²) consisting of agricultural and pastoral land, mining leases, Crown land and reserves and the townsites of Morawa, Canna, Gutha, Pintharuka and Koolanooka. Agriculture in the region consists of mixed farming practises, wheat and other cereals, wool, sheep, cattle and pigs, lupins, course grains, sandalwood, emus, goats, flowers, eucalyptus oil mallees and tea trees.

Substantial mining exploration has occurred in the east of the Shire, including dolomite. There is the Koolanooka Minesite has become operational again as part of the Midwest Iron and Steel project.

In 2011 Morawa town was announced as a Super town to provide support as a sub-regional centre to the region. Broad community consultation was carried out to provide input into producing the Morawa Super-town growth and Implementation Plan. The plan includes built form and public realm strategies to address all the communities' needs for the future.

1.2 Functions, facilities and services provided by the Shire of Morawa

The Shire of Morawa provides;

Services to properties including-

- Construction and maintenance of shire owned roads, buildings, footpaths, walk trails, rubbish collection and disposal, caring of trees, street lighting, and bushfire control.

Services to community include-

- Provision and maintenance of recreation grounds, playing areas, and reserves, management of community centre, library and information services.

Regulatory services include-

- Planning, building and ranger services. Planning of roads and subdivisions in accordance with the town planning scheme, building approvals for construction, additions and alterations. Ranger services, including enforcement of local laws, dog, litter and pools/spas inspections.

General Administration including-

- The provision of general information to the public, rates notices, vehicle licensing.

Process of Government including-

- Ordinary and special council meetings, committee meetings, electors meetings and election of councilors.

1.3 People with a disability in the Shire of Morawa

There is a small estimate of people with disability living within the Shire. The ABS figures were inconclusive of the number of people with disability in the Shire, however the officers, council and community are aware there are people with disability who live in the community,

1.4 Planning for better access

The Western Australian Disability Services Act (1993) requires all Local Governments to develop and implement a Disability Access and Inclusion Plan (DAIP) to ensure that people with disability have equal access to facilities and services.

Other legislation underpinning access and inclusion includes the Western Australia Equal Opportunity Act (1984) and the Commonwealth Disability Discrimination Act 1992 (DDA), both of which make discrimination on the basis of a persons disability illegal.

Since the adoption of the Disability Services Plan, the Shire has implemented many initiatives and made significant progress towards better access within the Shire of Morawa, these are as follows;

Improvement of existing functions, facilities and services to meet the needs of people with a disability.

- Talking books positioned in a clearly designated and easily accessible section of the library.

- Building surveyors and planners have assisted in increasing disability access awareness of developers, and the introduction of disabled access to all newly constructed or altered public buildings, including playground and recreational areas.

Opportunities provided for people with a disability to participate in public consultations, grievance mechanisms and decision making processes are provided.

- Council services, functions and facilities are available on request in large print, and computer disc alternative formats.
- Council ensured that voting for municipal elections takes place in accessible buildings and that alternative voting arrangement is available where required.

2.0 Access and Inclusion Policy Statement

The Shire of Morawa is committed to ensuring that the community is an accessible community for people with disability, their families and carers, via the following;

- The Shire of Morawa believes that people with disability, their families and carers who live in country areas should be supported to remain in the community of their choice.
- The Shire of Morawa is committed to consulting with people with disability, their families and carers and, where required, disability organisations to ensure that barriers to access are addressed appropriately.
- The Shire of Morawa is committed to ensuring that its agents and contractors work towards the desired outcomes in the Disability Access and Inclusion Plan.

The Shire is also committed to achieving the seven standards of its disability access and inclusion plan which are as follows;

1. Provide a means of ensuring that people with disability have the same opportunities as others to access the services of, and any event organised by the Shire of Morawa.
2. Provide a means of ensuring that people with disability have the same opportunities as others to access buildings and other facilities of the Shire of Morawa.
3. Provide a means of ensuring that people with disability receive information from the Shire in a format that will enable them to access information as readily as others are able to.
4. Provide a means of ensuring that people with disability receive the same level and quality of service from the staff of the Shire of Morawa.
5. Provide a means of ensuring that people with disability have the same opportunities as others to make complaints to the Shire of Morawa.
6. Provide a means of ensuring that people with disability have the same opportunities as others to participate in any public consultation with the Shire of Morawa.

7. People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

3.0 Strategies to Improve Access and Inclusion

The Shire of Morawa is committed to achieving the following outcomes.

Timeliness of these outcomes is addressed in the implementation table in section five (5) of this DAIP document.

The a number of the strategies listed in the listed outcomes in the plan have been reported as completed, but remain in the plan to provide a reminder of service delivery within the whole of the community

Outcome 1

People with disability have the same opportunities as other people to access the services of, and any events organised by a public authority.

Strategies
Ensure people with disability are provided with an opportunity to comment on access to services.
Make library technology as accessible as possible.
Council will ensure that any events are organised so that they are accessible to people with disability.
Council will ensure that all policies and practices that govern the operation of Council facilities, functions, and services are consistent with Council Policy regarding access.

Outcome 2

People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.

Strategies
Ensure all buildings and facilities are physically accessible to people with disability.
Ensure that all new or redevelopment works provide access to people with disability, where practicable.
Ensure adequate ACROD parking to meet the demand of people with disability in terms of quantity, quality, and location.
Ensure that parks and reserves are accessible.
Ensure that public toilets meet the associated accessibility standards.

Outcome 3

People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

Strategies
Improve community awareness that Council information can be made available in alternative formats upon request, such as large print..
Improve staff awareness of accessible information needs and how to obtain information in other formats.
Ensure that the Shires website meets contemporary and universal design practices.

Outcome 4

People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.

Strategies
Improve staff awareness of disability and access issues and improve skills to provide good service to people with disability.
Improve the awareness of new staff and new Councilors about disability and access issues.
When required, Council will seek expert advice from the disability field on how to meet the access needs of people with disability.

Outcome 5

People with disability have the same opportunities as other people to make complaints to a public authority.

Strategies
Council will ensure that current grievance mechanisms are accessible for people with disability and are acted upon.

Outcome 6

People with disability have the same opportunities as other people to participate in any public consultation by a public authority.

Strategies
Improve community awareness about the consultation process in place.
Improve access for people with disability to the established consultative process of Council.
Seek broad range of views on disability and access issues from the local community.
Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes.

Outcome 7

People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

Strategies
Use inclusive recruitment practices.
Improve methods of attracting, recruiting and retaining people with disability
Work with key disability employment support provider(s) to employ a person with a disability

4.0 Development of the Disability Access and Inclusion Plan

4.1 Responsibility for the planning process

Two (2) council officers were given responsibility to oversee the development and implementation, review and evaluation of the plan and efforts have been made to include the participation of a person with a disability.

4.2 Community consultation

In 2006, 2013 and in 2014 (to include outcome 7) the Shire of Morawa undertook to review its Disability Services Plan (1999), and consult with key stakeholders to draft a new Disability Access and Inclusion Plan to guide further improvements for access and inclusion.

The process included:

- Examination of the initial Disability Services Plan and review to see what has been achieved and what still needs work
- Examination of other council documents and strategies
- Investigation of current good practice in access and inclusion
- Consultation with key staff; and
- Consultation with the community
- Advertising in the Western Australian Newspaper and the local paper.

The community was advised that Council was developing a disability access and inclusion plan to address the barriers that people with disability and their families experience in accessing council functions, facilities and services, and invited to contact Council officers in

June 2007, 2011, 2013 and again in 2014 to discuss and submit comments on the DAIP (2007).

4.3 Findings of the consultation

While the review and consultation noted a level of achievement in improving access it also identified a range of barriers that requires redress. These include:

- Processes of Council may not be as accessible as possible
- Events may not always be held in a manner and location that best facilitates the participation of people with disability.
- Staff may be uninformed or lacking in confidence to adequately provide the same level of service to people with disability

The identification of these barriers informed the development of strategies in the Disability Access and Inclusion Plan. The barriers have been prioritised in order of importance, which assists setting timeframes for the completion of strategies to overcome these access barriers.

4.4 Responsibility for implementing the DAIP

Implementation of the DAIP is the responsibility of all areas of the Shire of Morawa. The Disability Services Act (1993) requires all public authorities to take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

4.5 Communication of the plan to staff and people with disability

The community has been advised through the Annual Electors report, the local media (newspaper) that copies of the plan are available to the community upon request and in alternative formats if required.

The Shire of Morawa website also provides a copy of the plan.

As plans are amended Shire employees and the community will be advised of the availability of updated plans, using the above methods.

4.6 Review and evaluation mechanisms

The Disability Service Act requires that DAIP's be reviewed at least every five years. The DAIP Implementation Plan can be amended more frequently to reflect advancements of access and inclusion issues. Whenever the DAIP is amended, a copy of the amended plan must be lodged with the Disability Services Commission.

Monitoring and reviewing

The DAIP will be reviewed annually for progress and implementation with all progress and recommended changes reported to council.

Evaluation

An evaluation will occur as part of a five yearly review of the DAIP. Community, staff and elected members will be consulted as part of the evaluation and Implementation Plans will be amended based on the feedback received. Copies of the amended Implementation Plan, once endorsed by council, will be available to the community in alternative formats.

4.7 Reporting of DAIP

The Disability Services Act requires the Shire to report on the implementation of its DAIP in its annual report outlining:

- Progress towards the desired outcomes of its DAIP.
- Progress of its agents and contractors towards meeting the seven desired outcomes.
- The strategies used to inform agents and contractors of its DAIP.

5.0 Implementation Plan

The Implementation Plan details the task, timelines and responsibilities for each strategy to be implemented in 2012-2018 to progress the strategies of the DAIP.

It is intended that the Implementation Plan will be updated annually through Council's operations, to progress the achievements of all the strategies over the duration of the five year plan.

Outcome 1

People with disability have the same opportunities as other people to access the services of, and any events organised by a public authority.

Strategy	Task	Timeline	Responsibility
Ensure people with disability are provided with an opportunity to comment on access to services.	<ul style="list-style-type: none"> Shire's Disability Services Coordinator will liaise with contractors, who are developing and implementing the Shire evaluation activities, to increase their awareness of the importance of getting comments on services by people with disability. Develop feedback mechanism for use of all disability services provider to by the Shire. 	August 2012-2017 August 2012 and ongoing	CEO and EHO CEO and EHO
Make library technology as accessible as possible.	<ul style="list-style-type: none"> Make library technology as accessible as possible 	August 2012 and ongoing	Library Officer
Council will ensure that any events are organised so that they are accessible to people with disability.	<ul style="list-style-type: none"> Ensure the needs of people with disability are planned for and provided by using the checklist provided through the access resource kit as provided by DSC. 	August 2012 ongoing	CEO and EHO
Council will ensure that all policies and practices that govern the operation of Council facilities, functions, and services are consistent with Council Policy regarding access.	<ul style="list-style-type: none"> Ensure all buildings, facilities and services are accessible to people with disability through ongoing review and evaluation using devised checklists and annual audits. Through these audits a report will be generated that clearly identifies improvements to ensure the inclusion and accessibility for everyone. Again using the guide and checklist provided through the access resource kit developed by the DSC. 	September 2012 and ongoing	CEO and EHO

Outcome 2

People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.

Strategies	Task	Timeline	Responsibility
Demonstrate a willingness to ensure all buildings and facilities are accessible where practicable, to meet the access standards and any additional need in consideration of people with disability.	<ul style="list-style-type: none"> Audit and collate information on facilities. Generate an improvement report. Complete improvements from report where possible 	October 2007- complete Reviewed 2011 ongoing	CEO and EHO
Ensure that all new or redevelopment works provide access to people with disability, where practicable.	<ul style="list-style-type: none"> All facilities allow for access for people with physical, cognitive, sensory and psychiatric disability through the application of specific building and planning codes. This includes ramped elevations, rails, and appropriate signage, line marking and raised footholds at intersections where practicable. 	Annually/ Ongoing	CEO and EHO
Ensure adequate ACROD parking to meet the demand of people with disability in terms of quantity, quality, and location.	<ul style="list-style-type: none"> Undertake an audit of ACROD bays and implement a program to rectify non-compliance. (Checklist, from ART) 	2008 Review 2013 ongoing	CEO and EHO
Ensure that parks and reserves are accessible.	<ul style="list-style-type: none"> All parks and reserves allow for access for people with physical, cognitive, sensory and psychiatric disability. This includes ramped elevations, rails, and appropriate signage, line marking and raised footholds at intersections where practicable. 	2008/2009 Reviewed 2013 ongoing	CEO and EHO
Ensure that public toilets meet the associated accessibility standards.	<ul style="list-style-type: none"> Provision of Unisex disabled toilet/s for wheelchair persons visiting the Shires facilities are considered and 	August 2007 Reviewed 2013 ongoing	CEO and EHO

	planned for. The Shire currently has disabled toilet facilities at the Recreation Ground and Town Centre Public Toilets.		
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Outcome 3

People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

Strategies	Task	Timeline	Responsibility
Improve community awareness that Council information can be made available in alternative formats upon request, such as large print, and audio.	<ul style="list-style-type: none"> Ensure all documents carry a notation regarding availability in alternative formats Advise the community via local newspaper, radio, newsletters that other formats are available via electronic and audible formats. 	August 2007 Reviewed 2013 ongoing August 2007 Reviewed 2013 ongoing	CEO and EHO
Improve staff awareness of accessible information needs and how to obtain information in other formats.	<ul style="list-style-type: none"> Make accessible information guidelines available on the internet Develop an accessible information policy Conduct accessible information training and include as part of the induction of new staff. 	August 2007 Reviewed 2013 ongoing August 2007 Reviewed 2013 ongoing August 2007 and ongoing	CEO and EHO
Ensure that the Shires website meets contemporary and universal design practices.	<ul style="list-style-type: none"> Redevelop website according to the W3C guidelines as outlined by the state government access guidelines 	March 2008 Reviewed 2013 ongoing	CEO and EHO

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Outcome 4

People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.

Strategies	Task	Timeline	Responsibility
Improve staff awareness of disability and access issues and improve skills to provide good service to people with disability.	<ul style="list-style-type: none"> Advise staff of minimum requirements Conduct a survey of all staff to determine training needs- completed 	August 2007 Reviewed 2013 ongoing	CEO and EHO
Improve the awareness of new staff and new Councilors about disability and access issues.	<ul style="list-style-type: none"> Provide information and establish training in the induction for new staff and councillors 	October 2007 Reviewed 2013 ongoing	CEO and EHO
When required, Council will seek expert advice from the disability field on how to meet the access needs of people with disability.	<ul style="list-style-type: none"> Keep an updated database on people who can be called upon to ask advice 	September 2007 and ongoing Reviewed 2013 ongoing	Administration Officers

Outcome 5

People with disability have the same opportunities as other people to make complaints to a public authority.

Strategies	Task	Timeline	Responsibility
Council will ensure that current grievance mechanisms are accessible for people with disability and are acted upon.	<ul style="list-style-type: none"> Review current mechanisms for access. Consult with people with disability and expert advice. Develop other methods of making complaints, such as web based forms, access to interpreters, advocacy services, and alternative arrangements such as carers, parents, and guardians 	November 2007 Reviewed 2013 ongoing November 2007 Reviewed 2013 ongoing	CEO and EHO

	<ul style="list-style-type: none"> acting as advocates. Promote accessible complaints mechanisms to the community. 	November 2007 Reviewed 2013 ongoing	CEO and EHO
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Outcome 6

People with disability have the same opportunities as other people to participate in any public consultation by a public authority.

Strategies	Task	Timeline	Responsibility
Improve community awareness about the consultation process in place.	<ul style="list-style-type: none"> Promote the existence and role/purpose of the DAIP to the community. Shire representatives to meet regularly to discuss and review DAIP and processes used to develop DAI policies, and make improvements where possible. 	August 2007 Reviewed 2013 ongoing August 2007 and ongoing Reviewed 2013 ongoing	CEO and EHO CEO and EHO
Improve access for people with disability to the established consultative process of Council.	<ul style="list-style-type: none"> Consult with people with disability using a range of mediums, including survey, focus groups, interviews, on a regular basis. 	September 2007 and ongoing Reviewed 2013 ongoing	CEO and EHO
Seek broad range of views on disability and access issues from the local community.	<ul style="list-style-type: none"> Include appropriate questions about access and inclusion in general Shire surveys and consultative events. Actively pursue ideas and thoughts from people with disability. 	September 2007 and ongoing Reviewed 2013 ongoing August 2007 and ongoing Reviewed 2013 ongoing	CEO and EHO CEO and EHO
Commit to ongoing monitoring of the DAIP to ensure implementation	<ul style="list-style-type: none"> The shire will regularly monitor the progress of the plan and be involved in 	July 2008 Reviewed 2013	CEO and EHO

and satisfactory outcomes.	the annual reviews.	ongoing	
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Outcome 7

People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

Strategies	Task	Timeline	Responsibility
1. Use inclusive recruitment practices.	1.1 Make sure job advertisements are in an accessible format(12 or 14pt, Arial	End June 2014	CEO and EHO
	1.2 Include Equal employment opportunity statement in the advert. For example' promotes a workplace that actively seeks to include, welcome and value unique contributions from culturally diverse backgrounds to apply for the job.'	As above	CEO and EHO
	1.3 Make sure the interview is held in an accessible venue	As above	CEO and EHO
2. Improve methods of attracting, recruiting and retaining people with disability	2.1 Examine methods of Recruitment.	End June 2014	CEO and EHO
	2.2 Assess current percentage of employees disability	End June 2014	CEO and EHO
	2.3 Carryout survey to gain feedback to improve methods listed opposite	End July 2014	CEO and EHO
3. Work with key disability employment support provider(s) to employ a person with a disability	3.1 Check Disability Employment Service providers within 15 km radius	End Aug 2104	CEO and EHO
	3.2 Seek assistance to develop a flexible job description		CEO and EHO
	3.3 Seek assistance with advertising, interview and employment requirements including reasonable adjustment		CEO and EHO

Outcome 7

People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

Strategies	Task	Timeline	Responsibility
1. Use inclusive recruitment practices.	1.1 Make sure job advertisements are in an accessible format(12 or 14pt, Arial	End June 2014	CEO and EHO
	1.2 Include Equal employment opportunity statement in the advert. For example ' promotes a workplace that actively seeks to include, welcome and value unique contributions from culturally diverse backgrounds to apply for the job.'	As above	CEO and EHO
	1.3 Make sure the interview is held in an accessible venue	As above	CEO and EHO
2. Improve methods of attracting, recruiting and retaining people with disability	2.1 Examine methods of Recruitment.	End June 2014	CEO and EHO
	2.2 Assess current percentage of employees disability	End June 2014	CEO and EHO
	2.3 Carryout survey to gain feedback to improve methods listed opposite	End July 2014	CEO and EHO
3. Work with key disability employment support provider(s) to employ a person with a disability	3.1 Check Disability Employment Service providers within 15 km radius	End Aug 2104	CEO and EHO
	3.2 Seek assistance to develop a flexible job description		
	3.3 Seek assistance with advertising, interview and employment requirements including reasonable adjustment		CEO and EHO

<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.5.6
<i>Subject:</i>	Change in Briefing Session, Council Meeting & Swearing In Ceremony Dates and Times
<i>Date & Author:</i>	17th September 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Shelley Smith – Executive Manager
<i>Applicant/Proponent:</i>	
<i>File Number:</i>	Nil
<i>Previous minute/s & Reference:</i>	Nil

SUMMARY

The following changes were discussed at the briefing session held on Tuesday 15th September 2015;

- Briefing Session for October 2015 to be amended to Thursday 15th October 2015 commencing at 4.30pm.
- Council Meeting for October 2015 to be amended to Thursday 15th October 2015 commencing 5.30pm.
- Swearing In Ceremony to be scheduled for Thursday 22nd October 2015 commencing 5.30pm.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Nil

BACKGROUND INFORMATION

Nil

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Changes in dates to be re advertised.

Nil

Local Government Act 1995

Nil

Nil

Nil

Nil

Simple Majority

That Council approves;-

1. Briefing Session for October 2015 be amended to Thursday 15th October 2015 commencing at 4.30pm
2. Council Meeting for October 2015 be amended to Thursday 15th October 2015 commencing 5.30pm
3. Swearing In Ceremony be scheduled for Thursday 22nd October 2015 commencing 5.30pm.

1509010 **Moved: Cr Thornton**
Seconded: Cr Agar

That Council approves;-

- 1. Briefing Session for October 2015 be amended to Thursday 15th October 2015 commencing at 4.30pm**
- 2. Council Meeting for October 2015 be amended to Thursday 15th October 2015 commencing 5.30pm**
- 3. Swearing In Ceremony be scheduled for Thursday 22nd October 2015 commencing 5.30pm.**

CARRIED
6/0

7.2.6 Chief Executive Officer - Other

<i>Date of Meeting:</i>	22 September 2015
<i>Item No:</i>	7.2.6.1
<i>Subject:</i>	Strategic Plan Update and Progress Report
<i>Date & Author:</i>	17 September 2015 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	20 August 2015

SUMMARY

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

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

Other updates are also provided regarding the informing strategies including:

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

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

BACKGROUND INFORMATION

The Strategic Plan Update and Progress Report is provided to Council each month for information. The Strategic Community Plan was adopted 21 June 2012 and a desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014.

Currently, the Strategic Community Plan has 106 actions listed:

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

Table One: Summary of Strategic Actions

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

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

Informing Strategies

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

Long Term Financial Plan

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

Status

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

Asset Management Plan

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

Status

A meeting with Greenfields took place on 9 September 2014 discussing road infrastructure fair values for 2013/14. Approval has been given to Greenfields to undertake the assessment.

Roman II has been updated with local road data.

A consultant has provided a quotation to update the Shire's Asset Management Plans in late 2015.

Workforce Plan

The Workforce Plan is monitored by the Department of Local Government and Communities. This will require assessment by staff.

Status

A final review is now required.

Information Communication and Technology (ICT) Plan

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

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

Status

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

Other Key Informing Strategies

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

Risk Management Framework and Compliance Plan

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

- A risk management policy;

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

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

OFFICER'S COMMENT

Strategic Community Plan

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

Corporate Business Plan

The Corporate Business Plan Report is provided to Council each month. Accordingly, a summary report and full copy of the Corporate Business Plan report for July 2015 is attached.

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

Projects

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

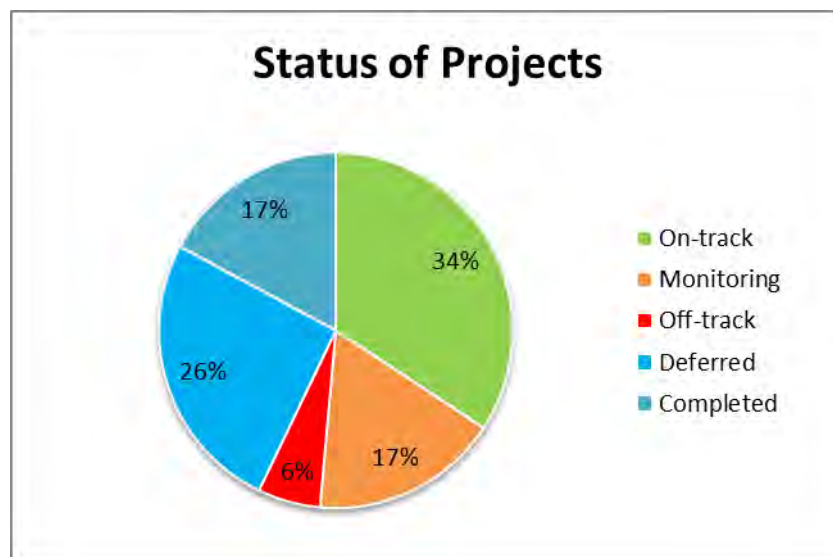


Chart 1: Breakdown on Status of Projects for 2015/16

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

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 50.35%.	
On-track	There are 14 (40%) projects on track (3, 5, 7, 8, 12, 13, 14, 21, 29, 31, 32, 33, 34, & 35).	
Monitoring	5 (14%) projects are at the monitoring level (4, 18, 19, 20 and 27)	
Off-track	In total there are 4 (11%) projects off track (9, 10, 15 and 30).	<p>The impacts on these projects include:</p> <ul style="list-style-type: none"> Staff resourcing in terms of key roles has been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014. The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. MWDC requirement to continually review business cases (Project 15) ; Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.
Completed	3 (8%) projects have been completed. (1, 2, and 26)	
Deferred	There are nine projects (26%) deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 & 28);	There is no change to the status of these projects following the desktop review of the Strategic Community Plan in August 2014.

Programs

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

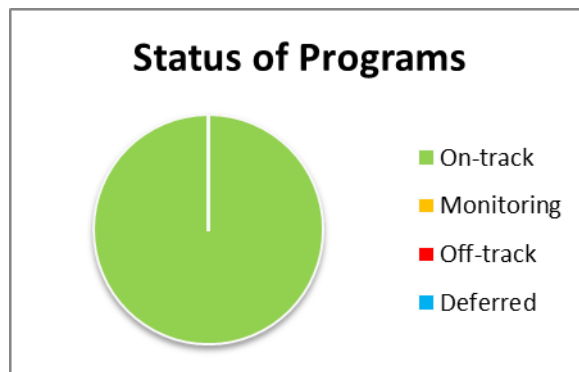


Chart 2: Breakdown on Status of Programs for 2015/16

Chart 2 indicates that four program areas on track i.e. the Roads (12%), Ongoing Health Care Provision (3%) Governance (9%) and Sports Facilities and Programs (13%). The programs on track are subject to key operational or day to day activities and are impacted by seasonal issues. The latter programs generally take time for the costs to come through.

COMMUNITY CONSULTATION

As per the Strategic Plan Update and Progress Report

COUNCILLOR CONSULTATION

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for August 2015 as tabled.

COUNCIL RESOLUTION

**15090111 Moved: Cr Agar
 Seconded: Cr Carslake**

That Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for August 2015 as tabled.

**CARRIED
6/0**

SUMMARY OF CORPORATE BUSINESS PLAN STATUS 2015/2016

No.	Project	Who	Start	Cost	Cost Remaining	% Completed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Greater Sports Ground Development	PO				100												
2	Sports Club Development Officer	CEO				100												
3	Recreational Facility Development	PO				90												
4	Morawa Community Care	CEO				95												
5	Refurbish Old Chambers	CEO				85												
6	Childcare Centre Development	CEO				0												
7	Community Group Support	CDO				0												
8	Community Engagement & Communication	CEO				0												
9	Trails Strategy	CEO				0												
10	Waste Management Project	CEO				25												
11	Water Supply Development	CEO				0												
12	Solar Thermal Power Station - Feasibility Study	CEO				95												
13	Waste Water Plant Upgrade	EMDA				0												
14	Sustainability Program	EMDA				0												
15	Develop Industry Training Centre	PO				25												
16	Migration Settlement Scheme (Research)	CEO				0												
17	Develop Additional Business Incubator Units	CEO				0												
18	Industry Attraction & Retention Project	CEO				83												
19	Local Tourism Industry Development	CDO				0												
20	Upgrade Morawa Airport	EMDA				50												
21	Upgrade Major Roads and Annual Road Program	PWS				0												
22	Key Worker Housing	CEO				0												
23	Staff Housing	EMDA				0												
24	Expansion Van Park	EMDA				0												
25	Lifestyle Village for the Aged	CEO				0												
26	Main Street Project	PO				100												
27	Wireless and Mobile Blackspot Coverage	CEO				50												
28	Powerline Upgrade	CEO				0												
29	Land Development	EMDA				75												
30	Gateway Project Plans	CEO				10												
31	Omnibus Scheme Development	PO				80												
32	Old Morawa Hospital	CEO				80												
33	Leadership and Mentoring Young People	CDO				0												
34	Leadership and Advocacy Role	CEO				83												
35	Invest in Council's Capacity	CEO				83												
	Total					50.35												

	Program Areas						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Sports Facilities and Programs	EMDA				13												
2	Ongoing Healthcare Provision	CEO				3												
3	Roads	PWS				12												
4	Governance	CEO				9												
	Total					9.25												

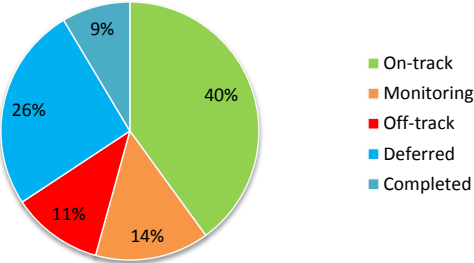
Status

On-track
Monitoring
Off-track
Deferred
Completed

Projects

14
5
4
9
3

Status of Projects



Status

On-track
Monitoring
Off-track
Deferred

Programs

4
0
0
0

Status of Programs





Shire of Morawa Corporate Business Plan Report

August 2015

Overview

The Shire of Morawa Corporate Business Plan Report sets out the key objectives to be achieved for the reporting year in question based on the Shire's Strategic Community Plan. In this case it is 2015/16. The report is presented to Council each month with an update on the status of each project and relevant program area and an assessment of the Corporate Business Plan (CBP) overall.

Objective: A friendly community that is healthy, passionate, caring and inclusive

Program Area: Recreation & Leisure

Goal: Provide and promote sport, recreation and leisure facilities and programs

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Greater Sports Ground Project <p>Project management 0.0 FTE 2014/15</p> <p>Percentage Completed: 100%</p>	High	3.5.2	CEO	0	2,800,000	0	0	Department of Sport and Recreation	<ul style="list-style-type: none"> Remaining paths to be done. Hot water in female showers a problem. An amount of \$44k has been included in the 15/16 budget to resolve <p>Increased Sporting Participation</p> <ul style="list-style-type: none"> Club membership numbers reported by clubs <p>Increased Usage</p> <ul style="list-style-type: none"> Additional events reported by Sporting Committee. To date: two events held
<ul style="list-style-type: none"> Sports Club Development Officer – Regional Project <p>Project management 0 FTE</p> <p>Percentage Completed: 100%</p>	Medium	3.1.7	CEO, Shire of Three Springs	0	12,500	12,500	12,500	<ul style="list-style-type: none"> Department of Sport and Recreation Shire of Three Springs Shire of Perenjori Shire of Mingenew 	<ul style="list-style-type: none"> Lara Stanley has commenced employment in the role and had discussions with the CEO and CDO regarding required outcomes for Morawa. <p>Increased Support for Members & Volunteers</p> <ul style="list-style-type: none"> Membership numbers <p>Club Officials trained in financial and corporate governance</p> <ul style="list-style-type: none"> Clubs report improvement
<ul style="list-style-type: none"> Recreational Facility Development: 3.1 Swimming Pool Upgrade 3.2 Construction of the Skate Park <p>Project management 0.1 FTE</p>	Medium	3.5.3	CEO	0	800,000 300,000	400,000	0 0	Department of Sport and Recreation	<p>Swimming Pool (Works 2015/16 - \$566,605)</p> <ul style="list-style-type: none"> Steps: <ul style="list-style-type: none"> Tender has been awarded to Safeway Building & Renovations The new shed has been erected. The filtration equipment has been installed.

Percentage Completed: 70% 3.1: 80% 3.2: 100%									<ul style="list-style-type: none"> ○ A new backwash tank will be installed early in 2015/16 ○ Repairs to the existing balance tank will be undertaken as per the contract. This tank will need to be replaced in the next 10 years. Skate Park. <ul style="list-style-type: none"> • Shade sails have been installed funded in part by a Lotterywest grant • Reduction of Vandalism <ul style="list-style-type: none"> • Maintenance costs (reduced) Improved School Attendance <ul style="list-style-type: none"> • School attendance records
Program Area Operating Cost: <ul style="list-style-type: none"> • Undertake ongoing maintenance and management of the Sports facilities and programs Percentage Completed: 13%	Ongoing			775,000	790,000	805,000	821,000		Recurrent Cost post 2017: \$905,233 Staff Required: 3 FTE 2015/16 Budget \$911,316 Cost YTD: \$123,355 Note: (Swimming Pools & Other Recreation)

Program Area: Health Provision

Goal: Support ongoing health care provision through existing arrangements

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
Program Area Operating Cost: <ul style="list-style-type: none"> • Support the implementation of the North Midlands Primary Care Project • Support the provision of adequate GP services • Support the Three Springs Dental Service Percentage Completed: 3%	Ongoing	3.1.1, 3.1.2, 3.1.3, 3.1.4		251,884	256,900	262,000	267,000		Note: <ul style="list-style-type: none"> • Expenditure for 2015/16: \$162,316; Recurrent Cost post 2017: \$272,000 Staff Required: 0.02 FTE Cost YTD: \$8,671

Program Area: Community Amenities

Goal: Provide and promote sport, recreation and leisure facilities and programs

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
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<ul style="list-style-type: none"> Morawa Community Care <p>Project management 0.6 FTE</p> <p>Percentage Completed: 95% 4 Units: 100% Management: 90%</p>	High	1.9.1	CEO	528,800	420,718	40,000	40,000	Morawa Community Care	<p>Construction 2013:</p> <ul style="list-style-type: none"> Construction of the 4 units completed Cost post 2013/14 are recurrent costs. Will need revaluation <p>Management:</p> <ul style="list-style-type: none"> Committee commenced 18 March 2014 and identified action matrix; Draft service delivery plan and policies developed and considered 13/05/14; Handover of units underway 30 April 2014; Sean Fletcher has been engaged to finalise the transfer of the Morawa Aged Care Units to the Shire. Transfer of land management order underway. Draft agreement being prepared by Department of Housing <hr/> <p>Elderly people age in their home community</p> <ul style="list-style-type: none"> Census figures <p>Older people able to live independently</p> <ul style="list-style-type: none"> Increase in number aged people staying in community
<ul style="list-style-type: none"> Refurbish Old Council Chambers <p>Percentage Completed: 85%</p>	High	1.7.3	CEO	0	220,000			LotteryWest	<ul style="list-style-type: none"> Capital Works for 2015/16 set at \$181,011. Funded: <ul style="list-style-type: none"> Municipal 45,026 Lotterywest: 90,595 Reserve: 45,026 Quotes have now been obtained for the remaining works. <p>Increased level volunteer activity</p> <ul style="list-style-type: none"> Annual survey Volunteering statistics available every census <p>Older people able to live independently</p> <ul style="list-style-type: none"> Number community activities per year monitored <p>Note: regular use is occurring.</p>
<ul style="list-style-type: none"> Childcare Centre development <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	3.1.8	CEO	0	0	0	0	<ul style="list-style-type: none"> Department of Communities Mid West Development Commission LotteryWest 	<ul style="list-style-type: none"> Deferred post 2015/16 Expected cost \$750,000 Expected completion date 2018 <p>Additional childcare places available to the community</p> <ul style="list-style-type: none"> Uptake of service

									Employment opportunities in the caring industry <ul style="list-style-type: none"> Number of people employed Respite care available to parents Respite visits number per annum
<ul style="list-style-type: none"> Community Group Support: <ul style="list-style-type: none"> Billaranga Arts Studio Morawa Historical Society Community events Morawa CRC Biennial Arts Festival Morawa Future Fund Community connectedness forum Morawa Chamber of Commerce <p>Project management 0.1 FTE Percentage Completed: 0%</p>	Medium	3.2.2, 3.2.4, 3.2.5, 3.4.1	CEO	35,000	35,000	35,000	35,000		<ul style="list-style-type: none"> Future Fund agreement has been completed. The fund will be accessible in 2015/16 based on 2014/15 interest earnings. CEO engaged with CCI Power supply has been connected to the new Historical Society shed. <p>Budget 2015/16</p> <ul style="list-style-type: none"> YTD: <ul style="list-style-type: none"> Arts Festival \$10,000 Museum: \$1,000 Depreciation: \$9,922 <p>Costs 2015/16</p> <ul style="list-style-type: none"> YTD: <ul style="list-style-type: none"> Arts Festival \$0 Museum: \$0 Depreciation: \$0 Recurrent costs post 2016 are \$35,000 per annum <hr/> <p>Community events enhance liveability of community</p> <ul style="list-style-type: none"> Reports to Council community groups <p>Community feedback on events</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Community Engagement and Communication <p>Project management 0.05 FTE</p> <p>Percentage Completed: 0%</p>	Medium	4.1.1, 4.1.2	CEO	1,020	1,020	1,020	1,020		<p>Costs 2014/15</p> <ul style="list-style-type: none"> Met through Public Relations Budget (\$21,000) Recurrent costs post 2016 are \$1,020 per annum Communication strategy and media consultant have been included in the 15/16 budget at \$11,000. <hr/> <p>Good relationship between community and Council</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Trails Strategy <p>Project management 0.1 FTE</p> <p>Percentage Completed: 0%</p>	Medium	1.7.2	CEO	0	0	260,000	0	<ul style="list-style-type: none"> LotteryWest Department of Regional Development 	<p>Morawa Perenjori Wildflower Drive Trail</p> <ul style="list-style-type: none"> R4R Grant required listed in 2013/14 Budget: \$467,000 - Pending <p>Town Heritage Walk Trails 2014/15</p> <ul style="list-style-type: none"> \$65,000 Lotterywest application

									unsuccessful (7 March 2014) <ul style="list-style-type: none"> \$65,000 Shire contribution not budgeted Bush Trails 2014/15? <ul style="list-style-type: none"> \$65,000 application "parked" with Lotterywest subject to Council contribution ; \$65,000 Shire contribution required Recurrent cost post 2016: \$5,000 PA Increased level of community activity and activation trails <ul style="list-style-type: none"> Annual community survey
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Objective: Protect and enhance the natural environment and sense of place

Program Area: Environment

Goal: Protect and enhance the natural environment

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Waste Management – Regional Project <p>Project management 0.15 FTE</p> <p>Percentage Completed: 25%</p>	High	2.4	CEO, MWRC	0	360,000	0	0	Shires of Carnamah, Coorow, Mullewa, Perenjori, Three Springs and Mingenew	<ul style="list-style-type: none"> Capital works for tip set at \$265,000. Funded by Refuse Station Reserve Recurrent costs post 2016: \$60,000; Joint project identified between Shire of Morawa and Shire of Perenjori: <ul style="list-style-type: none"> DCEO successfully applied for \$5,000 in planning funding; Joint approach discussed on 9 December 2013 at meeting between Presidents, Deputy President and CEO's - Agreed this is a key project. Dallywater Consulting have developed strategic plan which was presented to Council on 17 July 2014 Application for funding in the Waste Authority Regional Funding Program was lodged on 27 June 2014. The assessment has been concluded and unfortunately the application was not successful. The application was highly regarded but lack of site and proximity to Geraldton went against the proposal. The CEO has met with CEOs from Morawa, Perenjori, Three Springs and Mingenew to discuss a regional solution. The meeting took place on 14 April 2015. CEO has received data from

									neighbouring Shires and is in the process of collating it. <ul style="list-style-type: none"> CEO discussed with Sinosteel the possibility of purchasing or leasing a portion of Dingle Dell as a possible site for location of a landfill site. <hr/> Coordinated waste management by Shires <ul style="list-style-type: none"> Removal of waste to sub-regional station
<ul style="list-style-type: none"> Water Supply Development <p>Project management 0.05 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.4.1	CEO	0	0	0	Unknown	<ul style="list-style-type: none"> Water Corporation Department of Water 	<ul style="list-style-type: none"> Recurrent costs post 2016: Unknown Drainage re greening of the Town. Not until 2015/16 Stage Three SuperTowns. Subject to be raised with the Minister at the WALGA Convention in August 2014. <hr/> Future water needs secured <ul style="list-style-type: none"> Water storage constructed
<ul style="list-style-type: none"> Solar Thermal Power Station Feasibility Study <p>Project management 0.1 FTE</p> <p>Percentage Completed: 95%</p>	Medium	1.3.1	Project Officer	0	500,000	0	0	<ul style="list-style-type: none"> Western Power Public utilities Office 	<ul style="list-style-type: none"> Legal advice received re reallocation of \$500,000 to another project; Shire President and CEO met with Paul Rosair 17 February 2014 to discuss; Project suspended indefinitely; Letter issued to DRD 2 April 2014 seeking reallocation of funding to Airport Project. Business Plan has now been completed and was endorsed at the December 2015 OCM Adjusted the SCP at September 2014 Review Recurrent costs post 2016: \$60,000 <hr/> Feasibility study completed <ul style="list-style-type: none"> Completion. (Note: The feasibility study will not proceed) Endorsement key agencies Satisfaction Western Power, Public utilities Office
<ul style="list-style-type: none"> Water Supply Development and Waste Water Plant Upgrade 	Medium	1.4.4, 2.1.1, 2.1.3	CEO	0	140,000	0	0	<ul style="list-style-type: none"> Watercorp 	Works for 2015/16 <ul style="list-style-type: none"> One pond remaining (\$49,681). This will be completed in 2015/16.; Funding from Reserve.

Project management 0.05 FTE Percentage Completed: 0%									Recurrent costs post 2016:Unknown Overflow managed in winter <ul style="list-style-type: none"> Nil events Improved use of waste water for irrigation <ul style="list-style-type: none"> Reduced potable water usage
<ul style="list-style-type: none"> Sustainability Program: <ul style="list-style-type: none"> Identify policies to manage carbon sequestration Implement the Climate Change and Adaption Plan Continue to manage feral flora and fauna Rehabilitate, protect and conserve Shire controlled land Support and promote environmental management practices Project management 0.1 FTE Percentage Completed: 0%	Medium	2.1.5, 2.1.6, 2.2.1, 2.2.2, 2.2.3	DCEO	0	0	0	0	<ul style="list-style-type: none"> 	2015/16 <ul style="list-style-type: none"> Costs are as per in accordance with the EHO role; Sequestration policies to be included in LPS and Strategy; The Climate Change Risk Assessment & Adaption Action Plan has been included in the 2015/16 budget; Flora & Fauna pests in conjunction with Department of Agriculture Bio-Security Officer in Morawa; Shire has rehabilitation policy in place; Environmental management practices are supported through implementation of relevant infrastructure; Continuing monitoring and upgrading of key facilities Sustainability initiatives achieved <ul style="list-style-type: none"> Set of nominated activities achieved

Objective: A diverse, resilient and innovative economy

Program Area: Economic Services

Goal: Provide economic services that drive growth and development of the Shire

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Develop Industry Training Centre Project management 0.1 FTE Percentage Completed: 25%	High	1.2.8, 3.1.5	MEITA & Shire	0	508,404	0	0	<ul style="list-style-type: none"> MWDC, Durack Institute, Department of Training & Workforce Development, Karara Mining Limited 	<ul style="list-style-type: none"> Training Centre expenditure: <ul style="list-style-type: none"> 2013/14 set at \$433,908; Funded through Mid West Investment Plan; Business case reviewed and submitted to MWRC Board 28 November 2013. Further changes completed: <ul style="list-style-type: none"> Improve in-kind contribution re project management; Develop job description form for training coordinator. 13 December 2013 the MWDC Board approved funding for this project; Final estimate received Business

									<p>Case reviewed and submitted to MWDC. The business case needs to be re-drafted following discussions with the MWDC.</p> <ul style="list-style-type: none"> • Design and specifications have been prepared by EPS. • CEO has received updated letters of support from Doray, Karara and Marrak. • Recurrent cost post 2016: \$80,000 <hr/> <p>Students demand training and gain jobs in the mining industry as a result</p> <ul style="list-style-type: none"> • Annual student numbers, conversion to employment <p>Specialist training provided through facility</p> <ul style="list-style-type: none"> • Educational staff numbers (increase)
<ul style="list-style-type: none"> • Migration Settlement Scheme (Research) <p>Project management 0.3 FTE</p> <p>Percentage Completed: N/A</p>	Medium	Super Town Growth Implementation Plan	CEO	0	0	0	0	<ul style="list-style-type: none"> • Department of Immigration, • Department of Training and Workforce Development 	<ul style="list-style-type: none"> • Deferred post 2015/16 • Expected cost \$45,000 <hr/> <p>Sustainable increase in population</p> <ul style="list-style-type: none"> • Population trends
<ul style="list-style-type: none"> • Develop Additional Business Incubator Units <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.9.7	CEO	0	0	0	0	<ul style="list-style-type: none"> • MWDC, MEITS 	<ul style="list-style-type: none"> • Deferred post 2015/16 • Costs not identified <hr/> <p>New business established</p> <ul style="list-style-type: none"> • New business establishment
<ul style="list-style-type: none"> • Industry Attraction and Retention Project <p>Regional Resource – Investment Coordinator: 1.25 FTE (Funded MWIP)</p> <p>Project management 0.08 FTE</p> <p>Percentage Completed: 83%</p>	High	1.2.5, 1.5.2	Super Towns Project Manager	85,800	100,000	100,000	100,000	<ul style="list-style-type: none"> • MWDC, MWCCI, Other Shires 	<p>2011/12</p> <ul style="list-style-type: none"> • PRACYS developed Growth & Implementation Plan <p>2012/13</p> <ul style="list-style-type: none"> • PRACYS commenced North Midlands Economic Development Strategy (\$85,800 inc GST); • Prospectus reviewed January 2013 <p>2013/14</p> <ul style="list-style-type: none"> • PRACYS developing North Midlands Economic Development Strategy: <ul style="list-style-type: none"> ◦ Framework finalised December 2013 ◦ Working Group established Feb 2014 (CEOs meeting 13 April 2014 for briefing);

									<ul style="list-style-type: none"> Investment plan required (attraction process defined)? Funding of \$100,000 pa from CLGF/Mid West Investment Plan not requested?; Project requires revaluation <p>2014</p> <ul style="list-style-type: none"> Regional Resource Coordinator employed and prospectus issued? <p>2015</p> <p>No further progress</p> <hr/> <p>Service gaps filled</p> <ul style="list-style-type: none"> Reported by community <p>Increased business activity</p> <ul style="list-style-type: none"> Applications recorded Reported by CCI
<ul style="list-style-type: none"> Local Tourism Industry Development <p>Support Visitor Information Centre 0.02 FTE</p> <p>Project management 0.02 FTE</p> <p>Percentage Completed: 0%</p>	Medium	1.2.7, 1.2.10, 1.2.11	CEO	0	50,000	0	0	<ul style="list-style-type: none"> Wildflower Way Committee, Local Tourism Group 	<p>2015/16</p> <ul style="list-style-type: none"> CEO & CDO are attending Wildflower Country Committee meetings \$40,000 allocated for the Caravan park Caretaker accommodation to be cfwf from 14/15. The need for this is under review. A temporary caretaker has been appointed for the period July to September. <hr/> <p>Increase in visitor numbers</p> <ul style="list-style-type: none"> Visitor numbers Caravan park <p>Wildflower Way project</p> <ul style="list-style-type: none"> Completion of project

Objective: Morawa is a comfortable and welcoming place to live, work and visit

Program Area: Transport Infrastructure and Services

Goal: Provide transport linkages and infrastructure which enables industry and community to grow and develop

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Upgrade Morawa Airport <p>Project development support 0.02 FTE 13/14</p> <p>Project management: 0.2 FTE</p>	High	1.10.1, 1.10.2	Project Officer	0	40,000	1,000,000	1,500,000	RDAF	<p>2013/14</p> <ul style="list-style-type: none"> New airport road sealed Feb 2014; An EOI has been requested by MDC for \$900k funding. This was submitted by 11 July 2014. Business Plans have been requested

<p>– External 14/15</p> <p>Asset management: 0.2 FTE - ongoing</p> <p>Percentage Completed: 50%</p>									<p>by DRD for the reallocation of \$500k Solar Thermal funds and \$1m Blackspot funds. These are now complete and were endorsed by Council at the December 2014 OCM.</p> <ul style="list-style-type: none"> • • 2014/15 • • CEO has received letters of support from Doray, Karara., RFDS and Marrak. • CEO has received letter from DRD informing the Shire that the reallocation of mobile blackspot funding has not been approved. • CEO is looking at alternative grant sources. <p>2015/16</p> <ul style="list-style-type: none"> • Seal and upgrade runways and apron <hr/> <p>Commencement commercial facility</p> <ul style="list-style-type: none"> • Commencement <p>Improved transport hub to the region</p> <ul style="list-style-type: none"> • Volume traffic flow <p>Service hub RFDS</p> <ul style="list-style-type: none"> • Usage
<ul style="list-style-type: none"> • Upgrade Major Roads and Annual Road Program <p>Project management: 0.9</p> <p>Percentage Completed: 5%</p>	Medium	1.8	Works Manager	1,580,000	1,580,000	1,580,000	1,580,000	Department of Main Roads	<p>2015/16 (\$1,755,396) YTD: \$87,016</p> <p>Completed</p> <ul style="list-style-type: none"> • Recurrent cost post 2016: \$1.6M <hr/> <p>Road safety</p> <ul style="list-style-type: none"> • Survey <p>Asset maintenance</p> <ul style="list-style-type: none"> • Improvement in asset ratios
•									
<p>Program Area Operating Cost:</p> <p>Percentage Completed: 12%</p>	Ongoing		Works Manager	2,059,403	2,100,000	2,142,000	2,185,000		<p>2015/16 (\$1,649,388) Staff Required: 11 FTE Cost YTD: \$204,043</p> <hr/> <p>Recurrent Cost post 2017: \$2.23M</p>

Program Area: Housing									
Goal: Provide housing for all needs (staff, aged, tourism) to facilitate growth and development									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Key Worker Housing <p>Percentage Completed: N/A</p>	Medium	1.9.3	CEO	0	0	0	0	Department of Housing	Project deferred until development of next corporate business plan
<ul style="list-style-type: none"> Staff Housing <p>Project management 0.1 FTE</p> <p>Percentage Completed: N/A</p>	High	1.9.5	CEO	0	0	350,000	350,000	Royalties for Regions - CLGF	2014/15 <ul style="list-style-type: none"> \$139,316 has been allocated for maintenance Recurrent cost post 2016: \$14,000 <hr/> Houses constructed <ul style="list-style-type: none"> Houses in place Staff satisfaction with housing <ul style="list-style-type: none"> Staff satisfaction (annual survey)
<ul style="list-style-type: none"> Expansion Caravan Park <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.2.9, 1.9.6	CEO	0	0	0	0		Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> 4 dwellings constructed; Budget \$500,000 from Shire funds <hr/> Additional people stay in town <ul style="list-style-type: none"> Accommodation statistics Additional expenditure <ul style="list-style-type: none"> Increased estimated expenditure
<ul style="list-style-type: none"> Lifestyle Village for Aged Care <p>Project management 0.3 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.9.1	CEO EDO	0	0	0	0	MWDC, RFR – CLGF, Morawa Community Care	Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> Plan and feasibility study for additional aged care housing; Budget \$10M from various sources.

Note:

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

Program Area: Town Centre Revitalisation									
Goal: ?									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Main Street Project Landcorp Project Management 1 FTE funded Project support: 0.5 FTE – External 13/14 Percentage Completed: 80% Stage 1: 100% Stage 2: 100% 	High	1.7.1, 1.7.5, 1.6.1	Project Officer	0	3,536,000	2,200,000	0	SuperTownns Project – R4R	<ul style="list-style-type: none"> The main street of Morawa will be revitalised to provide new opportunities for community interaction and an increased level of retail and commercial services: <ul style="list-style-type: none"> Freight Realignment (Stage 1) - 2013/14/15 Civic Square (Stage 2) - 2013/14/15 Recurrent costs of \$50,000 Stage 3 deferred beyond 2015/16 Stage 4 deferred beyond 2015/15 Stage 5 commenced pending funding <p>2013/14</p> <ul style="list-style-type: none"> Additional funding of \$2.536M announced 12 February 2014. ; <ul style="list-style-type: none"> Preferred tenderer (BCL Group) selected by Emerge and endorsed by Council on 31 July 2014. <p>2014/15</p> <ul style="list-style-type: none"> Work has commenced on project. BCL proposed a redesign due to ground levels. New design not acceptable to Council. Emerge have been requested to keep amended design close to the original. Amended design went to OCM in October. <p>2015/16</p> <ul style="list-style-type: none"> Projects completed. Now in defects period. Outstanding are gravel works <hr/> <p>Civic Square constructed</p> <ul style="list-style-type: none"> Project opened 30 April 2015. Plaque has been installed under the clock tower.

<ul style="list-style-type: none"> Wireless and Mobile Blackspot Coverage <p>Project involves Shires of Morawa, Mingenew, Perenjori and Three Springs and MWDC</p> <p>Project management: 0.1</p> <p>Percentage Completed: 50%</p>	High	1.3.2, 1.3.4	Project Officer	0	375,000	0	0	CLGF	<p>Shire of Morawa coordinating update to project business case. Funding required is as follows:</p> <ul style="list-style-type: none"> Merkanooka (\$680,000) <ul style="list-style-type: none"> CLGF – R: \$ 83,333 MWIP: \$534,167 Shire Funds: \$ 62,500 Morawa East High (\$942,000): <ul style="list-style-type: none"> CLGF – R: \$500,000 MWIP: \$379,500 Shire Funds: \$ 62,500 <ul style="list-style-type: none"> Business went to the MWDC Board on 28 February 2014; Minister Redman announced 7 March 2014 \$1M approved from CLGF – R; FAA for project received by CEO. Advised DRD awaiting outcome of MWIP decision before project milestones developed; MWDC Board advised 19/03/14 it does not support EOI. Advice issued to participating shire presidents; Issue also referred to Shane Love MLA to discuss with Minister Redman; Council briefed on current position 20 March 2014. Indicated that funding should now go to the upgrading of the Morawa Airport; CEOs have had preliminary discussions on allocation of funding to the Airport project; Item will be required by Council to seek reallocation of funding (May OCM 2014); Letter of support received from Shire of Mingenew 29 April 2014. See comments under item 20. <p>Note: The 2013/14 Budget contained an additional \$250,000 from the Community Development Reserve for electrical works</p> <hr/> <p>Meets community standards</p> <ul style="list-style-type: none"> Monitoring data speed <p>Increase coverage and reliability</p> <ul style="list-style-type: none"> Telstra
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<ul style="list-style-type: none"> Power Line Upgrade Project management: 0.1 Percentage Completed: N/A 	Medium	1.4.2	MWDC	0	0	0	0	Wester Power	Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> Must be externally funded; Budget \$7M
<ul style="list-style-type: none"> Land Development – Residential and Industrial Project management: Landcorp? Percentage Completed: 100% <ul style="list-style-type: none"> Residential: 100% Industrial: 50% 	High	1.1.2	CEO	800,000 Landcorp	900,000 Landcorp			Landcorp	Costs for 2012/13, 13/14 met by Landcorp: <ul style="list-style-type: none"> 38 residential lots 50 industrial lots 2013/14 Residential Sub-division <ul style="list-style-type: none"> First stage of residential sub-division completed – 8 blocks. Non yet sold. Industrial Sub-division <ul style="list-style-type: none"> First stage of industrial sub-division – 6 blocks. Clearing re Club Road completed 8 March 2014. It is intended to use the surplus from the Town Centre projects to fund the sealing of Club Road. 2015/16 <ul style="list-style-type: none"> An amount of \$174,000 has been included in the 15/16 draft budget to relocate Club Road <hr/> Lots successfully developed <ul style="list-style-type: none"> Sale of lots
<ul style="list-style-type: none"> Gateway Project Plans Project management: 0.1 Percentage Completed: 10% 	High	1.2.3, 1.6.1	CEO	0	250,000	0	0	Sinosteel	<ul style="list-style-type: none"> Designs received previously. Matters to be determined: level of funding, Munckton Road, the design (tower) Funding sources : <ul style="list-style-type: none"> Sinosteel: \$200,000. Stated in CBP confirmed. However, only \$30,000 put aside; Shire: \$50,000 to be budgeted. Has not happened. 13/14 Budget \$250,000 Sinosteel? SMC are now offering \$100,000 The CEO and SP have met with SMC on 17 July 2014 to discuss. SMC contribution to the gateway project. SMC agreed the contribution was not tied. CEO has requested Emerge to

									develop a nature playground concept for the town square. <ul style="list-style-type: none"> Recurrent costs post 2016 \$2,500 <hr/> Formal entry will provide sense of place <ul style="list-style-type: none"> Annual community survey Visitor survey conducted visitor centre
<ul style="list-style-type: none"> Omnibus Scheme Development <p>Project management: 0.2</p> <p>Percentage Completed: 80%</p> <ul style="list-style-type: none"> Omnibus: 80% Urban Design: 80% LP Strategy: 80% 	Medium	1.5.1	Planning Officer CEO	0	350,000	300,000	0	WAPC, EPA	2013/14 \$232,844 in Budget <ul style="list-style-type: none"> Urban Design Guidelines developed: <ul style="list-style-type: none"> Individual meetings held with business owners; Staff briefed 25 February 2014; Community meeting to be rescheduled; Mike Davis briefed Council 17 April 2014 – matter deferred pending corrections submitted to May meeting Omnibus amendments due 30/06/14, presented to Council 19 June 2014. Public comment period closed 7 July 2014. No submissions received at present. Scheme strategy changes due 30/09/14 2015/16 Budget \$79,450 YTD \$0 <ul style="list-style-type: none"> <hr/> LP Strategy and Scheme <ul style="list-style-type: none"> Completed report WAPC Omnibus <ul style="list-style-type: none"> Completed report WAPC Urban design guidelines <ul style="list-style-type: none"> Endorsement by Shire of Morawa as policy
<ul style="list-style-type: none"> Old Morawa Hospital <p>Project management: 0.05</p> <p>Percentage Completed: 80%</p>	Medium	1.9.4	CEO	0	50,000	0	0	MWDC, R4R	2013/14 <ul style="list-style-type: none"> \$50,000 not budgeted; Technical report received 16/11/13. Cost of report: \$3,900 funded from Consultancy Services Admin; Scope of report discussed with Council 11 February 2014; Separate site visit and briefing completed 20 March 2014; Extension for management order (Intention to Take):

									<ul style="list-style-type: none"> Sort by CEO/DCEO/PO 3 April 2014 as current order expires in May 2014; Order approved until further notice <ul style="list-style-type: none"> Further resolution on use of site required. CEO has obtained a legal opinion on the transfer of the building. This opinion is currently under review <hr/> Hospital is renewed as community asset <ul style="list-style-type: none"> Project completion and new community use
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Objective: A collaborative and connected community with strong and vibrant leadership									
Program Area: Governance and Leadership									
Goal: Provide high levels of governance to lead and successfully manage the Shire and program of services for the community									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Leadership and Mentoring – Young people <p>Project management 0.01 FTE</p> <p>Percentage Completed: 5%</p>	High	3.1.9	CYDO	0	120,000	120,000	120,000	<ul style="list-style-type: none"> Morawa Youth Centre 	2013/14 <ul style="list-style-type: none"> Operating \$112,634; Projects \$24,200 (Grants): 2014/15 <ul style="list-style-type: none"> Operating \$158,892 YTD \$15,396; 2015/16 <ul style="list-style-type: none"> Operating \$186,330 Projects \$96,275 (Grants \$42,500) YTD \$8,966 <hr/> Young people move into leadership role <ul style="list-style-type: none"> Number in community organisations and Council
<ul style="list-style-type: none"> Leadership and Advocacy Role: CBH to upgrade and extend facilities Lobby for access to education system Advocate with State Government to deliver NBN Advocate with Western Power for an upgrade of the Morawa Three 	High	1.2.1, 1.3.4	CEO	0	0	0	0	<ul style="list-style-type: none"> All major service providers, State and Australian Government Agencies 	<p>Met through normal operating costs</p> 2013/14 <ul style="list-style-type: none"> CBH: Has changed focus? No further action Education System: MEITA project – Interim Business Case completed; NBN: Satellite to Mt Campbell; Optic to Town; Western Power – Townsite has been upgraded, but feeder line under review see Status Report;

<ul style="list-style-type: none"> Springs Feeder Lobby State Government to retain grain on rail Lobby for Roads Funding Engage with State Government re Kadji Kadji Station Advocate for visiting specialist and allied health Advocate for adequate police and emergency services <p>Project management 0.1 FTE</p> <p>Percentage Completed: 83%</p>									<ul style="list-style-type: none"> Grain on Rail: Watching Brief; Kadji Kadji: Conservation watching brief; Specialist & Allied Health: <ul style="list-style-type: none"> GP expanding practice, RFDS Dental Van in place; Police & Emergency Services: LEMC and CESM Program in place; Participated in Northern Zone Conference; <hr/> <p>Agencies and Service Providers meet community needs</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Invest in Council's Capacity <p>Oversee Management of Shire 0.1 FTE</p> <p>Integrated Strategic Planning Support: 0.2 FTE</p> <p>Annual Customer Survey: 0.1 FTE</p> <p>Percentage Completed: 83%</p>	High	4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.5.1, 4.5.2, 4.5.3, 4.6.1, 4.6.2, 4.7.1, 4.7.2, 4.8.1, 4.8.3	CEO	0	0	0	0		<p>Met through normal operating costs:</p> <p>Staff Training and Development</p> <ul style="list-style-type: none"> PWOH: \$34,438 Administration \$10,000 <p>Professional Development Councillors</p> <ul style="list-style-type: none"> \$4,000. <p>Traineeships</p> <ul style="list-style-type: none"> \$21,700. CII Student 5 day a week engaged <p>Whole of Life Costings</p> <ul style="list-style-type: none"> 12/13 Plant & Equipment not finished 13/14 Land & Buildings 14/15 Road Infrastructure 15/16 Furniture & Equipment <p>Implemented IPR Framework</p> <ul style="list-style-type: none"> SCP 21/06/12; CBP 20/06/13; Department requested modifications to SCP by 31 March 2014 – completed 25/03/14; SCP reviewed in September 2014. Risk Management policy, compliance plan and strategy now complete. Endorsed by Council November 2014. (Reg. 17). Commenced and completed in August 2014 by LGIS. Endorsed by Council in December 2014 <p>Review Council Policies and Local Laws</p>

									<ul style="list-style-type: none"> The review of policies has been completed and will be presented to Council August 2015. Local Laws review will be undertaken in 2015/16. <p>Compliance with all Legislation and LG Act</p> <ul style="list-style-type: none"> Annual Compliance Return 2014 completed and submitted in March 2015. PID annual survey completed, 30 June 2014 FOI annual return completed 30 June 2014 <p>Delivery of Services as Sub-Regional Hub</p> <ul style="list-style-type: none"> Ongoing Shared Services, further discussions to take place. <p>Annual Customer Surveys</p> <ul style="list-style-type: none"> Process to be revisited during 2015/16 <p>Excellence in governance, management and leadership</p> <ul style="list-style-type: none"> Annual community survey
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Program Area Operating Cost: Percentage Completed: 9%	Ongoing		CEO	836,083	852,000	869,000	886,000		2015/16 YTD (\$47,072) Staff Required: 1 FTE Members of Council Budget: \$376,187 Governance - General Budget \$123,662 Recurrent Cost post 2017: \$903,000
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Assessment

The following matrix is a summary assessment on the status of the Corporate Business Plan:

Criterion	Key Requirements	Progress/Comment	Tracking
Assessment of Projects	<p>Projects (35):</p> <p>Projects on-track: 14</p> <p>Projects monitored: 5</p> <p>Projects off-track: 4</p> <p>Projects deferred: 9</p> <p>Projects completed: 3</p> <p>Percentage Completed: 50.35%</p> <p>Program Areas-Operating (4):</p> <p>Monitor 0</p> <p>On-track 4</p> <p>Off-track 0</p>	<p>Projects</p> <ul style="list-style-type: none"> Staff resourcing in terms of key roles had been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position; The second key issue has been the constant waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> State Cabinet – continual delays whilst it makes a decision (Town Centre Revitalisation and Freight Road Re-alignment); Scrapping of Commonwealth funding programs e.g. RADF5 (Town Hall project); Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding the Morawa Swimming Pool); MWDC requirement to continually review business cases; Competition regarding the availability of bitumen for major road projects (has been secured for Feb 2014, so will be on track) The majority of projects with monitoring status, although they have a low completion status, are on track in terms of where they are regarding the timeline of the project. <p>Program Areas-Operating</p> <p>Each program area – operating although they have a monitoring status and off-track status, are on track in terms of normal operations for this time of year.</p>	
Resource Capability (Staff)	<ul style="list-style-type: none"> CBP: 2.08 FTE Programs: 24.07 FTE Project Officer funded externally MWRC setting up support re: <ul style="list-style-type: none"> Human Resource Management 	<p>The key issue here is that the MWRC has dissolved and so is no longer in a position to provide additional support. In particular:</p> <ul style="list-style-type: none"> HRM appears to be lacking; Higher level financial management appears to be lacking; Engineering support has fallen over; 	

	<ul style="list-style-type: none"> ○ Higher Level Financial Management ○ Engineering ○ Health and Building • Succession planning/mentoring 	<ul style="list-style-type: none"> • Health and building support has fallen over. Now using City of Greater Geraldton, however this is proving a difficult relationship. • CEO is currently assessing these issues. <p>The balance between SuperTowns and local government operations is impacting on staff. Key impacts include:</p> <ul style="list-style-type: none"> • The struggle to provide consistent governance support; • Records management constantly suffers; • Front line services constantly interrupt administration support. <p>Resource sharing with Shire of Perenjori is now being explored to help address the above. CEO has made contact with Perenjori CEO to discuss further.</p>	
Assets of the Shire	Whole of Life costs for the next 10 years are put at \$2,426,700 per annum	No change. However, this may change once the review of the asset management plans are completed at the end of 2015.	
Financial Estimates of the SCP	<p>Funding:</p> <ul style="list-style-type: none"> • Shire Contribution \$3,041,238 • CLGF – Regional: \$ 250,000 • CLGF – Local: \$ 718,000 • Mid West DC: \$3,049,980 • Other: \$5,147,500 <p>Financial Ratios</p> <ul style="list-style-type: none"> • It is not believed that the CBP will negatively impact on the ratios • Will need recalculation in line with the long term financial plan 	<p>Funding:</p> <p>As per Assessment of Projects:</p> <ul style="list-style-type: none"> • CLGF – R for Mobile Blackspot Tower Project of \$583,333 (out of \$1M approved 7 March 2014); • CLGF – L 358,000 for 2012/13 is subject to reinstatement as part of the State Budget process for 2014/15 <p>Financial Ratios</p> <p>The 2013/14 auditor's report puts three ratios within acceptable limits and three that are borderline</p>	
Operational Risk Assessment	<p>Consists of three key elements:</p> <ul style="list-style-type: none"> • Systems • Processes • Resources 	<p>A Corporate Risk Management Plan and Matrix has been prepared for the Shire</p> <p>Document Management</p> <ul style="list-style-type: none"> • Staff is in the process of setting up electronic records management. <p>Project Management</p> <ul style="list-style-type: none"> • A project management policy has been prepared and was endorsed by Council at the October 2014 Council Meeting <p>Stakeholder Management System</p> <ul style="list-style-type: none"> • Not in place. CEO is currently developing this. <p>ICT System</p> <ul style="list-style-type: none"> • Current system is adequate for needs. Requires optimisation of its 	

		<p>use. An ICT Strategic Plan is required.</p> <p>HR Processes</p> <ul style="list-style-type: none"> • Training and development is budgeted for; • Flexible work arrangements are in place; • Recruitment processes have been improved since November 2013 (recruitment start up sheet and interview assessment sheet introduced); • Performance review process has been developed and is currently underway and will be completed by end of September 2015. <p>Workforce Planning and Cost Modelling</p> <ul style="list-style-type: none"> • Performance management system required; • A review of JDFs (PDs) is being undertaken and is due to be completed by end of September 2015. <p>Skills Development</p> <p>See HR processes and Workforce Planning and Cost Modelling</p> <p>Workforce</p> <ul style="list-style-type: none"> • Corporate Business Plan monthly report developed and implemented December 2013; • Also see workforce planning and cost modelling. <p>Council</p> <ul style="list-style-type: none"> • Engagement of community regarding the role of the Shire and Council's responsibilities is required; • Review of the community engagement policy required; <p>Asset Base</p> <ul style="list-style-type: none"> • Rationalisation of assets will occur with the adoption of the asset management plans; • Collaborative regional processes that optimise the revenue base is occurring 	
Internal Analysis (Required Improvements)	<p>There are 10 key improvements required:</p> <ol style="list-style-type: none"> 1. Invest in electronic data management 2. Implement electronic project management. Microsoft Project software purchased. 3. Stakeholder relationships managed electronically. A stakeholder schedule will be developed early 2015/16. 4. Communication systems between staff and councillors 5. Formal HR mentoring for senior staff 	See Operational Risk Assessment	

	6. Implement HR systems 7. Effective job planning, detailed JDFs are being developed. 8. Implement work output monitoring systems 9. Rationalise asset base at every opportunity 10. Continue to invest in regional processes that optimise Shire revenue base		
Measuring Our Success	<p>The Key Performance Measures are:</p> <ul style="list-style-type: none"> • Community satisfaction telecommunication services (AS); • Community satisfaction town amenity (AS); • Community satisfaction housing supply (AS); • Community satisfaction other services (AS) • Number houses built per year; • Land availability for projects; • Nil waste targets achieved; • All residents able to access primary health care service within 24 hour target; • Number cultural events held; • Annual community satisfaction with cultural, heritage and recreation services (AS); • Volunteering rate each census period; • Community satisfaction with engagement with Council (AS); • Improvement in financial ratios • Low employee turnover • Successful fundraising for key projects 50% target 	<p>Annual Survey (AS) Outcomes:</p> <ul style="list-style-type: none"> • Survey process is in place. Satisfaction levels developed based on Shire of Morawa Community Engagement Report 2012. <p>House Built Statistics:</p> <ul style="list-style-type: none"> • To be determined (possibly 2 per annum) <p>Waste Targets</p> <ul style="list-style-type: none"> • Closure of Landfill by 2015; Subregional centre in place 2015 <p>Primary Health Care Access (24 hour)</p> <ul style="list-style-type: none"> • Increase satisfaction rating from 2.23 – 2.93. <p>Cultural Events</p> <ul style="list-style-type: none"> • There are 12 – 15 events in place a year. • Arts festival in place <p>Volunteering Rate (ABS Census)</p> <ul style="list-style-type: none"> • To be ascertained <p>Financial Ratios</p> <ul style="list-style-type: none"> • These are now compiled and form part of the 2013/14 annual financial statements. <p>Employee Turnover</p> <ul style="list-style-type: none"> • Currently 7%. The benchmark for local government is 12%-16% <p>Successful Fundraising for key Projects = 50%</p> <ul style="list-style-type: none"> • Grants approved to date include: <ul style="list-style-type: none"> ◦ RADS funding \$20,000 to develop Airport Masterplan. Shire contribution will be \$20,000; ◦ DER - Waste Management Strategic Plan: \$5,000. Shire's contribution \$5,000. • It would be appropriate to develop a grants plan and matrix to Identify, track and summarise all grants received 	

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

7.2.6.2 Correspondence

Nil.

7.2.6.3 Information Bulletin

Nil.

8. New Business of an Urgent Nature

Nil

9. Applications for Leave of Absence

Nil

10. Motions of Which Previous Notice Has Been Given

Nil

11. Questions from Members without Notice

Nil

12. Meeting Closed

12.1 Matters for which the meeting may be closed

Nil

12.2 Public reading of resolutions that may be made public

Nil

13. Closure

Meeting was closed at 6.08 pm

.....**Presiding Person**

14. Next Meeting

The next Ordinary Meeting of Council is scheduled 15th October 2015