



CONFIRMED MINUTES FOR THE  
ORDINARY COUNCIL MEETING  
HELD ON THURSDAY  
**18 AUGUST 2016**



<b>CONFIRMED MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON THURSDAY 18 AUGUST 2016</b>
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## **1 Declaration of Opening**

The Shire President to declare that the meeting open at 5:35pm

### **1.1 Recording of Those Present**

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

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

### **1.2 Apologies**

Cr J M Coaker

### **1.3 Approved Leave of Absence**

Nil

### **1.4 Welcoming of Visitors to the Meeting**

Nil

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

Nil

## **2 Public Question Time**

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

Nil

### **2.2 Public question time**

Nil

## **3 Declaration of Interest**

Cr Thornton declared a proximity interest in Item 7.2.4.2 and Cr Agar declared a financial interest in Item 7.2.4.3.

## 4

- 4.1 1 July 2016 – Ordinary Council Meeting  
4.2 21 July 2016 - Special Council Meeting  
4.3 1 August 2016 – Special Meeting

## COUNCIL RESOLUTION

**1608004**                      **Moved:        Cr Stokes**  
                                 **Seconded:   Cr Collins**

## That the Minutes:

- 4.1 1 July 2016 – Ordinary Council Meeting  
4.2 21 July 2016 - Special Council Meeting  
4.3 1 August 2016 – Special Meeting

**be adopted by Council.**

**CARRIED 6/0**

**5**

Nil

## 6

Nil

**7**

## 7.1

Nil

## 7.2

### 7.2.2

### 7.2.3

Nil

### 7.2.4

### 7.2.5

Item withdrawn.

## 7.2 Reports from the Chief Executive Officer

<i>Item No/ Subject:</i>	<b>7.2.1 Status Report</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>11 August 2016 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp; Reference:</i>	<b>21 July 2016 (Last Update to Council)</b>

### **SUMMARY**

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

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.

### **ATTACHMENTS**

Shire of Morawa July 2016 Status Report.

### **BACKGROUND INFORMATION**

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

### **OFFICER'S COMMENT**

As per the Status Report

### **COMMUNITY CONSULTATION**

As per the Status Report

## **COUNCILLOR CONSULTATION**

As per the Status Report

## **STATUTORY ENVIRONMENT**

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

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS**

Not Applicable

## **STRATEGIC IMPLICATIONS**

Not Applicable

## **RISK MANAGEMENT**

Not Applicable

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council accepts the Shire of Morawa Status Report for July 2016 as tabled.

## **COUNCIL RESOLUTION**

1608005      Moved:      Cr Agar  
                  Seconded: Cr Thornton

**That Council:**

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

**CARRIED 6/0**

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



			<p>meeting that perhaps it was time to revisit the Gateway Project. Council suggested that this should be done at the Briefing Forum regarding the Old Morawa Hospital. Some preliminary discussion was had on 20 March 2014.</p> <ul style="list-style-type: none"> <li>• SP, CEO &amp; Stuart Griffiths (SMC) met on 17 July 2014 to discuss the Gateway Project and the Future Fund.. SMC stated that the \$100,000 allocation was not tied to the Gateway Project. It was suggested it could be used for community benefit infrastructure such as a childrens' playground.</li> <li>• CEO met with Stuart Griffiths on 19 May 2015. CEO was advised that \$40,000 is available for allocation. Discussions took place about purpose. The possibility of using the funding for adventure equipment in the Town Square was received favourably.</li> <li>• Sinosteel are reviewing the Minister's Order to see if the obligation is still valid. The CEO discussed the opportunity to use the funds for the Bush Trail.</li> <li>• The Shire CEO has invoiced Sinosteel for \$30,000.</li> </ul>		
Oct-09	8.1.2	Morawa Sports Ground Amenities Upgrade	<p>Hand basin in Ladies Changeroom is affected by distance from the hot water system – pressure issue. A quote has been received to improve the pressure. The quote of \$44k is prohibitive. This not a problem during the winter months as watering of the grounds not required (watering reduces water pressure). An amount of \$44,000 has been included in the 2015/16 draft budget to resolve the problem. Water corporation have been approached in April to complete this work</p>	CEO	Oct-13
Feb-10	8.2.2	Morawa Perenjori Trail Master Plan	<ul style="list-style-type: none"> <li>• Initiate action to source grant funds to assist with development of Morawa Perenjori Trail Master Plan. R4R grant application lodged with the MWDC has been unsuccessful. Further grant funding options are being pursued. Approval for part funding for the Bush trial project has been received (\$65,000). Further funding for other projects is being sought from Lotteries West. A report was prepared for the August 2013 meeting for Council's consideration. Outcome was to defer project until Council's contribution could be budgeted.</li> <li>• Second application seeking \$65,000 was submitted in February 2013. There has been a delay due to State Elections in assessment of the application. Notification on the outcome of this application is expected January 2014;</li> <li>• Notified 5 March 2014 that the above application was unsuccessful;</li> <li>• The DCEO suggested on 20 March 2014 that perhaps there</li> </ul>	CEO	Dec-12

			<p>was an opportunity to combine the approved funding to the Gateway project. See Gateway Project comments.</p> <ul style="list-style-type: none"> <li>See item 1.</li> </ul>		
Jul-10	8.1.3	Heavy Industrial Land 10781 Stage 2	<ul style="list-style-type: none"> <li>Commence with heavy industrial land subdivision stage 2 at Lot 10781 Morawa – Yalgoo Road in accordance with Council resolution. Awaiting resolution of future access to 'Club Road' which will impact on the final lots to be made available. LandCorp has confirmed its interest and intent to develop the site into a new Industrial Estate for Morawa. Joint stakeholder meeting scheduled for 7<sup>th</sup> February 2011. One landholder has indicated a preference to returning the block to the Shire and another landholder has expressed an interest in developing the site. The latter has received Council approval to a proposed land development plan, but has not met timeframe requirements as required under contractual agreement. LandCorp land development application also received and adopted as a preferred plan by Council. WAPC currently considering subdivision application.</li> <li>Stage 1 – Clearing: <ul style="list-style-type: none"> <li>Landcorp Board met in October 2013 regarding the high cost of this project and has approved Stage 1 of a three stage program. (This will include Club Rd, clearing of the access roads and land to the sub-division). Work started 3 March 2014 and is completed;</li> </ul> </li> <li>Stage 2 – Headworks: <ul style="list-style-type: none"> <li>Will be funded by Landcorp. Approval to finalise funding will not occur until November 2014</li> </ul> </li> <li>Stage 3 – Installation of Roadways: <ul style="list-style-type: none"> <li>Funded by Landcorp with work to be done by Shire. Discussions have been held to explore the possibility of utilising surplus funds from the Town Centre projects when projects are complete in January 2015.</li> <li>Letters have been sent to MWDC and DRD requested that surplus funds can be reallocated to Club Rd. This has now been approved and work is scheduled to take place in late January/early February 2016. A site visit with the CEO, PWS and PO took place on 8 December 2015.</li> </ul> </li> </ul>	EMDA/PWS	Dec-12

Jul-10	Urgent Business	Club Road Access	<ul style="list-style-type: none"> <li>A cost estimate has been received to construct a new thoroughfare to the east of 'Club Road'. WNR has also issued advice offering a 5 year lease to the Shire of Morawa for continued access to 'Club Road'. During the lease term, it is proposed that both parties agree to work together as a means of jointly resolving future access or otherwise to Club Road at the completion of the 5 year term. Club road has now been included as part of the Industrial subdivision process.</li> <li>Department of Environment and Regulation permits approved end of December 2013.</li> <li>Landcorp has recommended local contractor to assist with the clearing. This work ties in with Stage 1 of Heavy Industrial Land</li> <li>Club Road has now been reconstructed parallel to the railway reserve.</li> </ul>	EMDA/PWS	Dec-13
Jun-11	8.2.1	Climate Change Risk Assessment & Adaptation Action Plan	<ul style="list-style-type: none"> <li>Implement adaptation action plan strategies rated 'extreme' and 'high' as budgetary and human resources permit.</li> <li>Consideration required to start funding actions in 2015/16</li> <li>No further action at this time.</li> </ul>	CEO	Jun-13

### Council Resolutions for Actioning or Attention Completed

	Chief Executive Officer				
Mar 2014	12.1.1	Proposal to Reallocate Solar Thermal Feasibility Funding (\$500,000)	<ul style="list-style-type: none"> <li>Letter requesting transfer of \$500,000 to the upgrade of the Morawa Airport issued 2 April 2014;</li> <li>This matter replaces the previous item on this matter (Western Power – September 2007)</li> <li>Business Plan completed and was endorsed at the December 2014 Council meeting.</li> <li>A request is being submitted to DRD requesting reallocation of the funding to be Tourism/Cultural precinct.</li> </ul>	CEO	In Progress
	Manager Accounting & Finance				
	Nil			MAF	

	Nil				
	<b>Community Development Officer</b>			CDO	
	Nil				

### Legend

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

<i>Item No/Subject:</i>	<b>7.2.2.1 Accounts Due For Payment</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>10/08/2016, Melissa Borg Finance Officer</b>
<i>Responsible Officer: Applicant/Proponent:</i>	<b>Finance Officer Manager Accounting &amp; Finance Fred Gledhill</b>
<i>File Number:</i>	<b>ADM0135</b>
<i>Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

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

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

List of accounts Due & Submitted to council 18 August 2016

### **BACKGROUND INFORMATION**

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

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

### **OFFICER'S COMMENT**

Nil

### **STATUTORY ENVIRONMENT**

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

As per list of accounts

## **STRATEGIC IMPLICATIONS**

Nil

## **RISK MANAGEMENT**

Nil

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

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

- **Municipal EFT Payment Numbers EFT 8743 to EFT 8851  
inclusive, amounting to \$666,419.00**
- **Municipal Cheque Payments Numbered 11585 to 11592 and (9)  
totalling \$11,370.52**
- **Municipal Direct Debit Payments Numbers DD5064.1  
to DD5100.1 amounting to \$60,649.18**
- **Payroll for July 2016  
13/07/2016 - \$54,102.84  
27/07/2016 - \$51,471.84**

## **COUNCIL RESOLUTION**

**1608006       Moved:       Cr Carslake  
                     Seconded: Cr Thornton**

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

- Municipal EFT Payment Numbers EFT 8743 to EFT 8851  
         inclusive, amounting to \$666,419.00**
- Municipal Cheque Payments Numbered 11585 to 11592 and (9)  
         totalling \$11,370.52**
- Municipal Direct Debit Payments Numbers DD5064.1  
         to DD5100.1 amounting to \$60,649.18**
- Payroll for July 2016  
         13/07/2016 - \$54,102.84  
         27/07/2016 - \$51,471.84**

**CARRIED 6/0**

Date: 05/08/2016  
Time: 4:11:54PM

**SHIRE OF MORAWA**  
**Payments made July 2016**

USER: Melissa Borg  
PAGE: 1

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
9	21/07/2016	Shire of Morawa	Petty Cash Recoup - July 2016	1		329.80
EFT8743	05/07/2016	Ashdown Ingram	Parts - PO 492	1		164.56
EFT8744	05/07/2016	Karen Chappel	Members Sitting Fees - April to June 2016	1		8,250.00
EFT8745	05/07/2016	Morawa News & Gifts	June 2016 Stationary and paper supplies	1		763.75
EFT8746	05/07/2016	Star Track Express	Freight Cogs - Morawa	1		31.20
EFT8747	05/07/2016	Morawa Medical Centre	Hep B shots	1		130.00
EFT8748	05/07/2016	Morawa Traders	June 2016 Purchases	1		117.75
EFT8749	05/07/2016	BL & MJ Thornton Waste Removal Services	Waste Removal June 2016	1		8,546.23
EFT8750	05/07/2016	IXOM	Service Fee - Chlorine	1		163.68
EFT8751	05/07/2016	S & K Electrical Contracting Pty Ltd	Check hot water system at hair dressers	1		209.00
EFT8752	05/07/2016	GH Country Courier	Freight - West Steel Sheds - Morawa	1		34.49
EFT8753	05/07/2016	Peter Browne Consulting	Education Plan June 2016	1		5,508.43
EFT8754	05/07/2016	Mark & Bronwyn Thornton	Members Sitting Fees - April to June 2016	1		2,000.00
EFT8755	05/07/2016	Ken Stokes	Members Sitting Fees - April to June 2016	1		2,000.00
EFT8756	05/07/2016	West Steel Sheds	Shed for transfer site	1		26,318.70
EFT8757	05/07/2016	Progressive Training (WA) Pty Ltd	Issue of Certificate	1		154.00
EFT8758	05/07/2016	Jane Coaker	Members Sitting Fees - April to June 2016	1		2,000.00
EFT8759	05/07/2016	Morawa Rural Enterprises Two	Supply 4 set of blades and bolts kit	1		1,393.65



Date: 05/08/2016  
Time: 4:11:54PM

**SHIRE OF MORAWA**  
**Payments made July 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT8760	05/07/2016	Barbara Browne Consulting	Education Plan June 2016	1		4,187.50
EFT8761	05/07/2016	LG Professionals Australia	2016 Mentoring Program	1		250.00
EFT8762	05/07/2016	St John Ambulance Geraldton	First Aid Components - PO 16935	1		1,294.84
EFT8763	05/07/2016	Dean Carslake	Members Sitting Fees - April to June 2016	1		3,062.50
EFT8764	05/07/2016	Debbie Collins	Members Sitting Fees - April to June 2016	1		2,000.00
EFT8765	05/07/2016	Darren S Agar	Members Sitting Fees - April to June 2016	1		2,000.00
EFT8766	05/07/2016	IGA Morawa	June 2016 Purchases	1		509.24
EFT8767	06/07/2016	Bitutek Pty Ltd	Bituminous Spray Seal works	1		57,015.75
EFT8768	08/07/2016	Ashdown Ingram	Parts - PO 492	1		188.65
EFT8769	08/07/2016	Moore Stephens	Progressive Billing - Provision of Integrated Planning Services	1		2,805.00
EFT8770	08/07/2016	Geraldton Fuel Company Pty Ltd	Fuel Purchases June 2016	1		1,045.32
EFT8771	08/07/2016	ChemCentre	Water Sample Received 26/05/2016	1		237.60
EFT8772	08/07/2016	Snap Osborne Park	Health and Well Being Posters	1		277.07
EFT8773	08/07/2016	Police & Community Youth Centre	Activities at PCYC X 8 Children	1		80.00
EFT8774	08/07/2016	Morawa Rural Enterprises Two	Tyres - PO 16781	1		180.70
EFT8775	08/07/2016	Staples	June 2016 Meter Charges	1		1,168.07
EFT8776	01/07/2016	Sylvia Buist	A176	1		1,934.79
EFT8789	15/07/2016	Australian Services Union	Payroll deductions	1		79.05
EFT8790	15/07/2016	Department of Human Services	Payroll deductions	1		15.64

Date: 05/08/2016  
Time: 4:11:54PM

**SHIRE OF MORAWA**  
**Payments made July 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT8791	19/07/2016	Landmark Operations Limited	Gas Purchases	1		125.00
EFT8792	19/07/2016	IT Vision Australia Pty Ltd	Renew Synergy soft Annual License 01/07/2016 to 30/06/2017	1		28,345.50
EFT8793	19/07/2016	Landgate	Land Enquiry	1		24.60
EFT8794	19/07/2016	Canine Control	Ranger Services - 06/07/2016	1		962.50
EFT8795	19/07/2016	WA Local Government Association	WALGA Subscriptions 01/07/2016 to 30/06/2017	1		21,019.49
EFT8796	19/07/2016	Courier Australia	Freight	1		114.39
EFT8797	19/07/2016	Burgess Rawson (WA) Pty Ltd	Rent 01/07/2016 to 30-09-2016	1		137.50
EFT8798	19/07/2016	Greenfield Technical Services	Professional Services for Flood Damage Construction #1- June 2016	1		1,757.98
EFT8799	19/07/2016	Snap Osborne Park	Rates Notices	1		595.00
EFT8800	19/07/2016	RAMM Software Pty Ltd	RAMM License Agreement	1		6,352.36
EFT8801	19/07/2016	CMS Plumbing & Gas	Hook Up water Supply	1		264.00
EFT8802	19/07/2016	Staples	Stationery items for Admin Office	1		116.50
EFT8803	19/07/2016	colliers	Office Rent 01/06/2016 to 30/06/2016	1		423.85
EFT8804	19/07/2016	J.R. & A. Hersey Pty Ltd	Parts	1		630.81
EFT8805	19/07/2016	Hitachi Construction Machinery (Australia) Pty Ltd	Parts	1		2,915.58
EFT8806	19/07/2016	WA Local Government Association	Online Advertising	1		5,450.70
EFT8807	19/07/2016	Courier Australia	Freight Staples - Morawa 2016	1		20.33
EFT8808	19/07/2016	Quantum Surveys Pty Ltd	Confirmation of survey markings for Land gate - Club Road	1		4,323.00

Date: 05/08/2016  
Time: 4:11:54PM

**SHIRE OF MORAWA**  
**Payments made July 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT8809	19/07/2016	Bob Waddell Consultant	Assistance with 2016/17 Annual Budget - 8hrs	1		1,122.00
EFT8810	19/07/2016	Left of Centre Concepts & Events Pty Ltd	Media Management for May and June 2016	1		1,144.00
EFT8811	19/07/2016	The Leisure Institute of WA Aquatics (Inc)	LIWA 2 day conference attendance 2016, Annual Conference dinner, 12 Months LIWA Membership/Accreditation	1		630.00
EFT8812	19/07/2016	SAI Global Limited	Membership Buyer Ad Program 1-5 - 01/09/2016 -31/08/2017	1		620.40
EFT8813	19/07/2016	Institute of Public Works Engineering Australia	NAMS Plus Subscription Fee - 01/07/2016 to 30/06/2017	1		737.00
EFT8814	19/07/2016	Western Indigenous Media Limited	Subscription to Mulga mail - Aug 16 to July 2016	1		48.00
EFT8815	19/07/2016	Dongara Tree Service	Tree Trimming	1		660.00
EFT8816	19/07/2016	It Vision User Group Inc	User group membership 2016/17	1		715.00
EFT8817	21/07/2016	Star Track Express	Freight - Cows - Perth	1		117.52
EFT8818	21/07/2016	Morawa Roadhouse	Caravan park weekend management fees - 13/03/2016 to 30/06/2016	1		750.00
EFT8819	21/07/2016	WesTrac Equipment Pty Ltd	Parts	1		1,372.92
EFT8820	21/07/2016	Reliance Petroleum	Fuel Purchases - June 2016	1		483.09
EFT8821	21/07/2016	GH Country Courier	Freight Staples - Morawa	1		59.13
EFT8822	21/07/2016	Leading Edge Computers Dongara & Geraldton	Drum roller image for finance OKI printer	1		198.00
EFT8824	21/07/2016	Shire of Three Springs	Shared Community Emergency Services Manager	1		1,708.42
EFT8825	21/07/2016	Pickles Auctions	Fair Value Measurement on Plant and Equipment - 3 yearly	1		6,600.00
EFT8826	21/07/2016	Joanne Draper	Fuel and Meals - Training	1		179.96

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**SHIRE OF MORAWA**  
**Payments made July 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT8827	21/07/2016	Tourism Council Western Australia	VCWA Non-golden Membership	1		180.00
EFT8828	21/07/2016	Candice SMITH	Reimbursement - goods for council chambers	1		149.94
EFT8829	21/07/2016	Deans Contracting WA Pty Ltd	Food Damage Supervisor 27/06/2016 to 03/07/2016	1		9,482.88
EFT8830	21/07/2016	BPH	Food Damage Repairs 27/06/2016 to 10/07/2016	1		140,232.40
EFT8831	26/07/2016	LGIS	LGIS Insurance Motor Vehicle - 30/06/2016 to 30/06/2017	1		32,250.00
EFT8832	26/07/2016	LGIS	Management Liability - 30/06/2016 to 30/06/2017	1		19,678.98
EFT8833	28/07/2016	BPH	Flood Repairs - 11/07/2016 - 24/07/2016 - PO 551	1		218,030.45
EFT8834	28/07/2016	Morawa District High School	2016/17 Morawa Shire Scholarship	1		500.00
EFT8835	28/07/2016	Metal Artwork Creations	Name Desk Plaque	1		53.90
EFT8836	28/07/2016	Midwest Chemical & Paper Distributors	Toilet Paper and Toilet bowl cleaner Shire Cleaner	1		220.89
EFT8837	28/07/2016	Courier Australia	Freight - Perth - Morawa	1		447.01
EFT8838	28/07/2016	Burgess Rawson (WA) Pty Ltd	Rent 01/07/2016 to 30/09/2016	1		137.50
EFT8839	28/07/2016	Morawa Historical Society Inc.	Community Grant Annual - 2016	1		1,000.00
EFT8840	28/07/2016	Bob Waddell Consultant	Assistance Annual Report - 1/2 hour	1		66.00
EFT8841	28/07/2016	Left of Centre Concepts & Events Pty Ltd	Community Strategic plan update 2016 - PO 527	1		4,070.00
EFT8842	28/07/2016	The Paper Company of Australia	2 x Half Pallets of White paper	1		1,608.75
EFT8843	28/07/2016	CS Legal	Debt Recovery	1		399.30
EFT8844	28/07/2016	Neverfail Springwater Limited	Monthly Cooler Rental	1		14.30
EFT8845	28/07/2016	Brookfield Rail	Water Usage - April - June 2016	1		132.27

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT8846	28/07/2016	HOST Catering Supplies	Linen Tablecloths	1		118.69
EFT8847	28/07/2016	Geoff Ninnas Fong and Partners	Tender evaluation and fee proposal	1		3,300.00
EFT8848	28/07/2016	MDHS Kindy/PP Committee	ANZAC Day Catering 25/04/2015	1		1,800.00
EFT8849	28/07/2016	Midwest Industry Road Safety Alliance	2016/17 Mid west Road Safety Alliance Contribution	1		5,500.00
EFT8850	28/07/2016	Australian Services Union	Payroll deductions	1		79.05
EFT8851	28/07/2016	Department of Human Services	Payroll deductions	1		125.00
11585	05/07/2016	Synergy	Power Usage April to June 2016	1		786.85
11586	05/07/2016	Telstra Corporation Limited	Phone Charges June 2016	1		52.97
11587	05/07/2016	Morawa Licensed Post Office Emmlee's	June 2016 postal Purchases	1		92.42
11588	19/07/2016	Telstra Corporation Limited	Phone Charges - July 2016	1		555.29
11589	19/07/2016	Synergy	Power Usage May to June 2016	1		3,762.75
11590	21/07/2016	Telstra Corporation Limited	Phone Charges - July 2016	1		2,497.78
11591	28/07/2016	Synergy	Power Usage - June - July 2016	1		2,929.55
11592	28/07/2016	Telstra Corporation Limited	Phone usage July 2016	1		363.11
DD5064.1	13/07/2016	WA Local Government Superannuation Plan	Payroll deductions	1		8,282.42
DD5064.2	13/07/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1		744.54
DD5064.3	13/07/2016	BT FINANCIAL GROUP	Superannuation contributions	1		296.76
DD5064.4	13/07/2016	MLC Nominees Pty Ltd	Superannuation contributions	1		219.69

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**SHIRE OF MORAWA**  
**Payments made July 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD5064.5	13/07/2016	HOSTPLUS	Superannuation contributions	1		177.32
DD5064.6	13/07/2016	Concept One	Superannuation contributions	1		207.93
DD5064.7	13/07/2016	Australian Super	Superannuation contributions	1		211.36
DD5064.8	13/07/2016	Mercer Superannuation PTY LTD	Superannuation contributions	1		95.51
DD5066.1	15/07/2016	Australian Taxation Office	June BAS 2016	1		37,918.00
DD5085.1	12/07/2016	BOQ Finance	Copier Lease BAFL - July 2016	1		301.16
DD5087.1	01/07/2016	Westnet Pty Ltd	Internet July 2016	1		343.75
DD5089.1	07/07/2016	Samantha May Whittington	Rent July 2016	1		300.00
DD5091.1	21/07/2016	Samantha May Whittington	Rent July 2016	1		300.00
DD5097.1	27/07/2016	WA Local Government Superannuation Plan	Payroll deductions	1		8,209.86
DD5097.2	27/07/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1		744.54
DD5097.3	27/07/2016	BT FINANCIAL GROUP	Superannuation contributions	1		296.76
DD5097.4	27/07/2016	MLC Nominees Pty Ltd	Superannuation contributions	1		219.69
DD5097.5	27/07/2016	Asteron Client Services	Superannuation contributions	1		58.29
DD5097.6	27/07/2016	HOSTPLUS	Superannuation contributions	1		118.21
DD5097.7	27/07/2016	Concept One	Superannuation contributions	1		207.93
DD5097.8	27/07/2016	Australian Super	Superannuation contributions	1		211.36
DD5097.9	27/07/2016	Mercer Superannuation PTY LTD	Superannuation contributions	1		97.90
DD5100.1	05/07/2016	Bank West	June CC Transactions 2016	1		1,086.20

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**SHIRE OF MORAWA**  
**Payments made July 2016**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
<b>REPORT TOTALS</b>						
			EFT			\$ 666,419.00
			Cheque			\$ 11,370.52
			Direct Debits			\$ 60,649.18
			Payroll			\$ 105,574.68
			Credit Card – CEO			\$ 0.00
			Credit Card – Manager Finance			\$ 135.00
			Credit Card – EMDA			\$ 951.20
			<b>TOTAL</b>			<b>\$ 845,099.58</b>

<i>Item No/Subject</i>	<b>7.2.2.2 Reconciliations July, 2016</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>11 August 2016, Melissa Borg Finance Officer</b>
<i>Responsible Officer:</i>	<b>Fred Gledhill</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance Fred Gledhill</b>
<i>File Number:</i>	<b>ADM0189</b>
<i>Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

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

### **DECLARATION OF INTEREST**

Nil

### **ATTACHMENTS**

Nil

### **BACKGROUND INFORMATION**

The information provided is obtained from the Bank Reconciliations carried out for Municipal Bank/Reserves Bank and the Trust Bank to ensure all transactions have been accounted for.

### **OFFICER'S COMMENT**

The Shire of Morawa's financial position is as follows:-



**BANK BALANCES AS AT 31 July, 2016**

<b>Account</b>	<b>2016</b>
Municipal Account #	\$254,774.38
Trust Account	\$10,910.18
Business Telenet Saver (Reserve) Account	\$5,549,462.66
WA Treasury O/night Facility (Super Towns) Account	\$725,435.58

**BANK RECONCILIATION BALANCES**

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

<b>Account</b>	<b>2015</b>	<b>2016</b>
Municipal Account #	\$777,781.21	\$259,310.73
Trust Account	\$10,713.65	\$10,910.18
Reserve Account	\$6,838,362.29	\$6,274,898.24

## **RESERVE ACCOUNT**

The Reserve Funds of \$6,315,403.62 as at 31 July, 2016 were invested in:-

- Bank of Western Australia \$5,549,462.66 in the Business Telenet Saver Account and
- \$725,435.58 in the WA Treasury O/Night Facility.

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

	<b>2015</b>	<b>2016</b>
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$5,161.26	\$79,128.45
Plant Reserve	\$841,480.65	\$942,333.13
Leave Reserve	\$277,137.93	\$286,953.70
Economic Development Reserve	\$106,303.26	\$108,148.45
Sewerage Reserve	\$122,079.84	\$144,753.84
Unspent Grants & Contributions Reserve	\$984,374.03	\$52,334.68
Community Development Reserve	\$1,374,232.02	\$1,378,039.96
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,159,094.88	\$2,142,849.73
Morawa Community Trust Reserve	\$10,960.36	\$54,762.43
Aged Care Units Reserve	\$8,880.15	\$9,034.28
Transfer Station Reserve	\$196,396.20	\$134,656.39
S/Towns Revitalisation Reserve	\$170,680.71	\$173,978.79
ST Solar Thermal Power Station Reserve	\$541,001.70	\$551,456.79
Business Units Reserve	\$40,579.30	\$61,304.69
Legal Reserve	\$0.00	\$15,015.77
Road Reserve	\$0.00	\$140,147.16
<b>TOTAL</b>	<b>\$6,838,362.29</b>	<b>\$6,274,898.24</b>

## 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

## VOTING REQUIREMENTS

## Simple Majority

## OFFICER'S RECOMMENDATION

**That Council receive the bank reconciliation report for 31 July, 2016.**

## COUNCIL RESOLUTION

1608007      Moved:      Cr Agar  
                  Seconded: Cr Stokes

**That Council receive the bank reconciliation report for 31 July, 2016.**

**CARRIED 6/0**

<i>Item No/Subject</i>	<b>7.2.2.3 Monthly Financial Statements</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>11 August, 2016; Candice Smith Senior Finance Officer</b>
<i>Responsible Officer: Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance Candice Smith Senior Finance Officer Manager Accounting &amp; Finance Fred Gledhill</b>
<i>File Number: Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

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

### **DECLARATION OF INTEREST**

NIL

### **ATTACHMENTS**

The July 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 this month*** due to the 2016/17 Budget yet to be adopted.

A copy of the schedules is available if required.

### **OFFICER'S COMMENT**

NIL

### **STATUTORY ENVIRONMENT**

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

### **POLICY IMPLICATIONS**

NIL

## FINANCIAL IMPLICATIONS

As presented

## STRATEGIC IMPLICATIONS

Nil

## RISK MANAGEMENT

Nil

## VOTING REQUIREMENTS

## Simple Majority

### OFFICER'S RECOMMENDATION

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

## COUNCIL RESOLUTION

**1608008**      **Moved:**      **Cr Stokes**  
**Seconded:**      **Cr Collins**

**That Council receive the Statement of Financial Activity and the Variance Report for the period ending the 31 July, 2016.**

**CARRIED 6/0**



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

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## SHIRE OF MORAWA

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

	NOTE	JULY 2016 Actual \$	JULY 2016 Y-T-D Budget \$	2016/17 Budget \$	Variances Actuals to Budget \$
<b>Operating</b>					
<b>Revenues/Sources</b>	1,2				
Governance		0	0	0	0
General Purpose Funding		912	0	0	912
Law, Order, Public Safety		155	0	0	155
Health		0	0	0	0
Education and Welfare		1,318	0	0	1,318
Housing		7,330	0	0	7,330
Community Amenities		0	0	0	0
Recreation and Culture		2,821	0	0	2,821
Transport		287,835	0	0	287,835
Economic Services		11,879	0	0	11,879
Other Property and Services		2,640	0	0	2,640
		<u>314,890</u>	<u>0</u>	<u>0</u>	<u>314,890</u>
<b>(Expenses)/(Applications)</b>	1,2				
Governance		(52,681)	0	0	(52,681)
General Purpose Funding		(13,878)	0	0	(13,878)
Law, Order, Public Safety		(7,743)	0	0	(7,743)
Health		(5,580)	0	0	(5,580)
Education and Welfare		(4,943)	0	0	(4,943)
Housing		(7,139)	0	0	(7,139)
Community Amenities		(12,496)	0	0	(12,496)
Recreation & Culture		(46,046)	0	0	(46,046)
Transport		(454,779)	0	0	(454,779)
Economic Services		(21,519)	0	0	(21,519)
Other Property and Services		22,432	0	0	22,432
		<u>(604,372)</u>	<u>0</u>	<u>0</u>	<u>(604,372)</u>
<b>Net Result Excluding Rates</b>		<b>(289,482)</b>	<b>0</b>	<b>0</b>	<b>(289,482)</b>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>					
(Profit)/Loss on Asset Disposals	4	0	0	0	0
Movement in Leave Reserve (Added Back)		301	0	0	301
Movement in Deferred Pensioner Rates/ESL (noi		0	0	0	0
Movement in Employee Benefit Provisions (non-c		0	0	0	0
Rounding Adjustment		0	0	0	0
Depreciation on Assets		1,713,603	0	0	1,713,603
<b>Capital Revenue and (Expenditure)</b>					
Purchase Land Held for Resale	3	0	0	0	0
Purchase Land and Buildings	3	(3,000)	0	0	(3,000)
Purchase Plant and Equipment	3	0	0	0	0
Purchase Furniture and Equipment	3	0	0	0	0
Purchase Infrastructure Assets - Roads	3	(33,245)	0	0	(33,245)
Purchase Infrastructure Assets - Footpaths	3	0	0	0	0
Purchase Infrastructure Assets - Drainage	3	0	0	0	0
Purchase Infrastructure Assets - Parks & Ovals	3	0	0	0	0
Purchase Infrastructure Assets - Airfields	3	0	0	0	0
Purchase Infrastructure Assets - Play Equip	3	0	0	0	0
Purchase Infrastructure Assets - Sewerage	3	0	0	0	0
Purchase Infrastructure Assets - Dams	3	0	0	0	0
Purchase Infrastructure Assets - Other	3	0	0	0	0
Proceeds from Disposal of Assets	4	0	0	0	0
Repayment of Debentures	5	0	0	0	0
Proceeds from New Debentures	5	0	0	0	0
Advances to Community Groups		0	0	0	0
Self-Supporting Loan Principal Income	5	0	0	0	0
Transfers to Restricted Assets (Reserves)	6	(6,882)	0	0	(6,882)
Transfers from Restricted Asset (Reserves)	6	40,505	0	0	40,505
<b>ADD Net Current Assets July 1 B/Fwd</b>	7	<b>1,088,807</b>	<b>0</b>	<b>0</b>	<b>1,088,807</b>
<b>LESS Net Current Assets Year to Date</b>	7	<b>725,922</b>	<b>0</b>	<b>0</b>	<b>725,922</b>
<b>Amount Raised from Rates</b>	8	<b>1,784,686</b>	<b>0</b>	<b>0</b>	<b>1,784,686</b>

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

**Material Variances Symbol**

Above Budget Expectations



Greater than 10,000 and greater than 10%

Below Budget Expectations



Less than 10,000 and less than 10%

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

#### 1. SIGNIFICANT ACCOUNTING POLICIES

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

**(a) Basis of Accounting**

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

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

**(f) Superannuation**

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

**(g) Cash and Cash Equivalents**

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

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



## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

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

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

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

##### (i) Inventories

###### *General*

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

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

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

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

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

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

##### (j) Fixed Assets

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

###### *Initial Recognition*

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

###### *Revaluation*

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

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

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

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

# SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

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

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

###### **Capitalisation Threshold**

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

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

###### **Capitalisation Threshold**

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

##### (k) Financial Instruments

###### **Initial Recognition and Measurement**

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

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

###### **Classification and Subsequent Measurement**

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

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

Amortised cost is calculated as:

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

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

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

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

*(ii) Loans and receivables*

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

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

*(iii) Held-to-maturity investments*

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

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

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

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

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

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

*(v) Financial liabilities*

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

**Impairment**

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

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

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

##### (l) Estimation of Fair Value

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

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

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

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

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

##### (m) Impairment

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

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

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

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

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

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

##### (n) Trade and Other Payables

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



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

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

**(o) Employee Benefits**

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

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

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

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

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

**(p) Borrowing Costs**

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

**(q) Provisions**

Provisions are recognised when:

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

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

Provisions are not recognised for future operating losses.

**(r) Current and Non-Current Classification**

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

**(s) Comparative Figures**

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

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

#### 2. STATEMENT OF OBJECTIVE

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

##### **GOVERNANCE**

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

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

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

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

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

##### **HEALTH**

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

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

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

##### **HOUSING**

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

##### **COMMUNITY AMENITIES**

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

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

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

##### **TRANSPORT**

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

##### **ECONOMIC SERVICES**

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

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

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

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

	2016/17 Budget \$	JULY 2016 YTD Budget \$	JULY 2016 Actual \$
<b>3. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
Upgrade to Old Council Chambers	0	0	0.00
<b>General Purpose Funding</b>			
<b>Health</b>			
Ford Sedan (Doctor Vehicle)	0	0	0.00
<b>Education &amp; Welfare</b>			
Skate Park CCTV Cameras	0	0	0.00
<b>Housing</b>			
Staff Housing - Postings to GL	0	0	0.00
Aged Person Units x 4	0	0	0.00
<b>Community Amenities</b>			
Cemetery Upgrade	0	0	0.00
Sewerage Upgrade	0	0	0.00
New Tip Site Construction	0	0	0.00
Closure/Rehabilitation Old Tip Site	0	0	0.00
Compactors/Transfer Bins for Transfer Station	0	0	0.00
Refuse Transfer Station - Storage Shed	0	0	0.00
Purchase Land For New Waste Site	0	0	0.00
<b>Recreation and Culture</b>			
Morawa Town Hall Kitchen Renovation	0	0	0.00
Upgrade to Pool Pump House	0	0	3,000.00
Pool Swimming Filtration System	0	0	0.00
Sports Complex Upgrade	0	0	0.00
Recreation Centre Floor Restoration	0	0	0.00
Bowling Club Lighting	0	0	0.00
Skate Park CCTV Cameras	0	0	0.00
Skate Park	0	0	0.00
<b>Transport</b>			
Road Construction			
- Rural Roads Construction	0	0	32,958.13
- Townsite Roads Construction	0	0	286.74
Footpath Construction	0	0	0.00
Plant & Equipment - Road Plant Purchases	0	0	0.00
Airfield Infrastructure	0	0	0.00
<b>Economic Services</b>			
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	0.00
MWIP-Morawa Town Revitalisation Project	0	0	0.00
<b>Other Property &amp; Services</b>			
Administration Furniture & Equipment	0	0	0.00
CEO/DCEO/MAF Vehicles	0	0	0.00
	<u>0</u>	<u>0</u>	<u>36,244.87</u>



## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

3. ACQUISITION OF ASSETS (Continued)	2016/17 Budget \$	JULY 2016 YTD Budget \$	JULY 2016 Actual \$
The following assets have been acquired during the period under review:			
<b><u>By Class</u></b>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	0	0	3,000.00
Plant and Equipment	0	0	0.00
Furniture and Equipment	0	0	0.00
Infrastructure Assets - Roads	0	0	33,244.87
Infrastructure Assets - Footpaths	0	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	0	0	0.00
Infrastructure Assets - Airfields	0	0	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	0	0	0.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	0	0	0.00
	<u>0</u>	<u>0</u>	<u>36,244.87</u>

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

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

By class of asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2016/17 Budget \$	JULY 2016 Actual \$	2016/17 Budget \$	JULY 2016 Actual \$	2016/17 Budget \$	JULY 2016 Actual \$
Land & Buildings						
0	0	0.00	0	0.00	0	0.00
Plant & Equipment						
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0	0	0	0	0
0	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00

	2016/17 Budget \$	JULY 2016 Actual \$
<b><u>Summary</u></b>		
Profit on Asset Disposals	0	0.00
Loss on Asset Disposals	0	0.00
	<u>0</u>	<u>0.00</u>

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

## 5. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding	Interest Repayments	
		2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$		2016/17 Budget \$	2016/17 Actual \$
<b>Housing</b>								
Loan 133 - GEHA House	0	0	0	0	0	0	0	0
Loan 134 - 2 Broad Street	0	0	0	0	0	0	0	0
Loan 135 - Staff Housing	0	0	0	0	0	0	0	0
Loan 136 - 24 Harley Street - Staff Housing	0	0	0	0	0	0	0	0
<b>Transport</b>								
Loan 138 - Plant Replacement	0	0		0	0	0	0	0
<b>Other Property &amp; Services</b>								
	0	0	0	0	0	0	0	0

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

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

## 5. INFORMATION ON BORROWINGS (Continued)

## (b) New Debentures - 2015/16

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

**SHIRE OF MORAWA**

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

**FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016**

	2016/17 Budget \$	JULY 2016 Actual \$
<b>6. RESERVES - CASH BACKED</b>		
<b>(a) Leave Reserve</b>		
Opening Balance	0	286,652
Amount Set Aside / Transfer to Reserve	0	301
Amount Used / Transfer from Reserve	0	0
	0	286,954
<b>(b) Sports and Recreation Facilities Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	0	0
<b>(c) Plant Reserve</b>		
Opening Balance	0	941,344
Amount Set Aside / Transfer to Reserve	0	989
Amount Used / Transfer from Reserve	0	0
	0	942,333
<b>(d) Building Reserve</b>		
Opening Balance	0	79,045
Amount Set Aside / Transfer to Reserve	0	83
Amount Used / Transfer from Reserve	0	0
	0	79,128
<b>(e) Economic Development Reserve</b>		
Opening Balance	0	108,035
Amount Set Aside / Transfer to Reserve	0	114
Amount Used / Transfer from Reserve	0	0
	0	108,148
<b>(f) Community Development Reserve</b>		
Opening Balance	0	1,376,593
Amount Set Aside / Transfer to Reserve	0	1,447
Amount Used / Transfer from Reserve	0	0
	0	1,378,040
<b>(g) Sewerage Reserve</b>		
Opening Balance	0	144,602
Amount Set Aside / Transfer to Reserve	0	152
Amount Used / Transfer from Reserve	0	0
	0	144,754
<b>(h) Unspent Grants and Contributions Reserve</b>		
Opening Balance	0	92,743
Amount Set Aside / Transfer to Reserve	0	97
Amount Used / Transfer from Reserve	0	(40,505)
	0	52,335

# SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

	2016/17 Budget \$	JULY 2016 Actual \$
<b>6. RESERVES (Continued)</b>		
<b>(i) Business Units Reserve</b>		
Opening Balance	0	61,240
Amount Set Aside / Transfer to Reserve	0	64
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>61,305</u>
<b>(j) Morawa Community Trust Reserve</b>		
Opening Balance	0	54,705
Amount Set Aside / Transfer to Reserve	0	58
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>54,762</u>
<b>(k) Morawa Community Future Funds Reserve</b>		
Opening Balance	0	2,140,600
Amount Set Aside / Transfer to Reserve	0	2,250
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>2,142,850</u>
<b>(l) Refuse Transfer Station Reserve</b>		
Opening Balance	0	134,515
Amount Set Aside / Transfer to Reserve	0	141
Amount Used / Transfer from Reserve	-	0
	<u>0</u>	<u>134,656</u>
<b>(m) Aged Care Units Reserve</b>		
Opening Balance	0	9,025
Amount Set Aside / Transfer to Reserve	0	9
Amount Used / Transfer from Reserve	-	0
	<u>0</u>	<u>9,034</u>
<b>(n) ST-N/Midlands Solar Thermal Power</b>		
Opening Balance	0	550,687
Amount Set Aside / Transfer to Reserve	0	770
Amount Used / Transfer from Reserve	-	0
	<u>0</u>	<u>551,457</u>
<b>(o) ST-Morawa Revitalisation Reserve</b>		
Opening Balance	0	173,736
Amount Set Aside / Transfer to Reserve	0	243
Amount Used / Transfer from Reserve	-	0
	<u>0</u>	<u>173,979</u>
<b>(p) Legal Fees Reserve</b>		
Opening Balance	0	15,000
Amount Set Aside / Transfer to Reserve	0	16
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>15,016</u>

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

	2016/17 Budget \$	JULY 2016 Actual \$
<b>6. RESERVES (Continued)</b>		
<b>(q) Road Reserve</b>		
Opening Balance	0	140000
Amount Set Aside / Transfer to Reserve	-	147
Amount Used / Transfer from Reserve	0	0
	0	140,147
 Total Cash Backed Reserves	 0	 6,274,898
 <b>Summary of Transfers</b>		
<b>To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Leave Reserve	0	301
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	0	989
Building Reserve	0	83
Economic Development Reserve	0	114
Community Development Reserve	0	1,447
Sewerage Reserve	0	152
Unspent Grants and Contributions Reserve	0	97
Business Units Reserve	0	64
Morawa Community Trust Reserve	0	58
Morawa Community Future Fund Reserve	0	2,250
Refuse Transfer Station Reserve	0	141
Aged Care Units Reserve	0	9
ST-N/Midlands Solar Thermal Power	0	770
ST-Morawa Revitalisation Reserve	0	243
Legal Fees Reserve	0	16
Road Reserve	0	147
	0	6,882
 <b>Transfers from Reserves</b>		
Leave Reserve	0	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	0	0
Building Reserve	0	0
Economic Development Reserve	0	0
Community Development Reserve	0	0
Sewerage Reserve	0	0
Unspent Grants and Contributions Reserve	0	(40,505)
Business Units Reserve	0	0
Morawa Community Trust Reserve	0	0
Morawa Community Future Fund Reserve	0	0
Refuse Transfer Station Reserve	0	0
Aged Care Units Reserve	0	0
ST-N/Midlands Solar Thermal Power	0	0
ST-Morawa Revitalisation Reserve	0	0
Legal Fees Reserve	0	0
Road Reserve	0	0
	0	(40,505)
 <b>Total Transfer to/(from) Reserves</b>	 0	 (33,624)

## SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

#### 6. RESERVES (Continued)

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

**Leave Reserve**

To be used to fund leave requirements.

**Sportsground Complex Upgrade Reserve**

To be used to upgrade the Sporting Complex Facilities.

**Plant Reserve**

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

**Building Reserve**

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

**Economic Development Reserve**

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

**Community Development Reserve**

To be used for Community Projects within the Shire of Morawa

**Sewerage Reserve**

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

**Unspent Grants and Contributions Reserve**

To be used as a quarantine for unspent committed funds.

**Business Units Reserve**

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

**Morawa Community Trust Reserve**

To be used for Morawa Community Projects

**Morawa Community Future Fund Reserve**

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

**Refuse Transfer Station Reserve**

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

**Aged Persons Units Reserve**

To be used for the maintenance of 4 Aged Care Units at the Morawa Perenjori Health 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 2016 TO 31 JULY 2016**

	2015/16 B/Fwd Per 2016/17 Budget \$	2015/16 B/Fwd Per Financial Report \$	2016/17 Actual \$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	0	(327,049)	249,863
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	0	6,308,522	6,315,404
Rates - Current	0	377,248	374,022
Sundry Debtors	0	998,442	214,814
GST Receivable	0	75,083	56,665
Accrued Income/Prepayments	0	6,882	0
Provision for Doubtful Debts	0	(15,595)	(15,595)
Other Current Debtors	0	0	0
Inventories	0	1,335	1,335
	<u>0</u>	<u>7,742,468</u>	<u>7,196,508</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	0	(136,955)	0
Income Received in Advance	0	0	(32,951)
GST Payable	0	(56,092)	(26,872)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	0	(6,025)	(6,108)
Withholding Tax Payable	0	0	0
Payg Payable	0	(48,960)	(30,816)
Accrued Interest on Debentures	0	0	0
Accrued Salaries and Wages	0	(38,370)	0
Current Employee Benefits Provision	0	(345,401)	(345,401)
Current Loan Liability	0	(60,904)	(60,904)
	<u>0</u>	<u>(692,707)</u>	<u>(503,052)</u>
<b>NET CURRENT ASSET POSITION</b>	0	7,049,761	6,693,456
Less: Cash - Reserves - Restricted	0	(6,308,522)	(6,315,404)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	12	12
Add Back : Component of Leave Liability not Required to be Funded	0	286,652	286,954
Add Back : Current Loan Liability	0	60,904	60,904
<b>SURPLUS/(DEFICIENCY) C/FWD</b>	<u>0</u>	<u>1,088,807</u>	<u>725,922</u>



# SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

### 8. RATING INFORMATION

#### RATE TYPE

	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Rate Revenue \$	2016/17 Interim Rates \$	2016/17 Back Rates \$	2016/17 Total Revenue \$	2016/17 Budget \$
<b>General Rate</b>								
GRV Residential/Commercial	0.00000	267	0	0	0	0	0	0
UV Rural	0.00000	208	0	0	0	0	0	0
UV Mining	0.00000	17	0	0	0	0	0	0
<b>Sub-Totals</b>		492	0	0	0	0	0	0
<b>Minimum Rates</b>								
GRV Residential/Commercial	0	50	0	0	0	0	0	0
UV Rural	0	6	0	0	0	0	0	0
UV Mining	0	12	0	0	0	0	0	0
<b>Sub-Totals</b>		68	0	0	0	0	0	0
<b>Ex-Gratia Rates</b>								
							0	0
<b>Discounts</b>							(38)	0
<b>Rates Written Off</b>							0	0
<b>Movement in Excess Rates</b>							(30,543)	0
<b>Totals</b>							(30,581)	0

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

The general rates detailed above for the 2016/17 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

# SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

### 9. TRUST FUNDS

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

Detail	Balance 01-Jul-16 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds	2,000	0	0	2,000
Dreghorn Unit Bonds	498	0	0	498
Bonds Hall/Rec Centre Hire	0	0	0	0
Extractive Industries Licence	0	0	0	0
Youth Centre	865	0	0	865
Council Nominations	0	0	0	0
Bill Johnson Unit 1 Bond	0	0	0	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	0	0	0	0
Local Drug Action Group	660	0	0	660
BCITF/BRB Training Levy	427	57	0	484
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	10,853	57	0	10,910

**SHIRE OF MORAWA**

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

**FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016**

**10. OPERATING STATEMENT**

	<b>JULY 2016 Actual \$</b>	<b>2016/17 Budget \$</b>	<b>2015/16 Actual \$</b>
<b>OPERATING REVENUES</b>			
Governance	0	0	85,353
General Purpose Funding	(29,669)	0	2,375,239
Law, Order, Public Safety	155	0	47,691
Health	0	0	59,064
Education and Welfare	1,318	0	17,905
Housing	7,330	0	46,856
Community Amenities	0	0	538,402
Recreation and Culture	2,821	0	260,759
Transport	287,835	0	2,757,169
Economic Services	11,879	0	210,212
Other Property and Services	2,640	0	93,296
<b>TOTAL OPERATING REVENUE</b>	<b>284,309</b>	<b>0</b>	<b>6,491,946</b>
<b>OPERATING EXPENSES</b>			
Governance	52,681	0	443,014
General Purpose Funding	13,878	0	183,504
Law, Order, Public Safety	7,743	0	146,204
Health	5,580	0	272,021
Education and Welfare	4,943	0	284,634
Housing	7,139	0	122,374
Community Amenities	12,496	0	478,629
Recreation & Culture	46,046	0	1,112,200
Transport	454,779	0	3,420,437
Economic Services	21,519	0	531,711
Other Property and Services	(22,432)	0	90,174
<b>TOTAL OPERATING EXPENSE</b>	<b>604,372</b>	<b>0</b>	<b>7,084,903</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>(320,063)</u></b>	<b><u>0</u></b>	<b><u>(592,957)</u></b>

**SHIRE OF MORAWA**

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

**FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016**

**11. BALANCE SHEET**

	JULY 2016 Actual \$	2015/16 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	6,565,267	6,299,073
Receivables	629,906	1,442,061
Inventories	1,335	1,335
<b>TOTAL CURRENT ASSETS</b>	<u>7,196,508</u>	<u>7,742,469</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	11,064	11,064
Inventories	0	0
Property, Plant and Equipment	26,556,537	26,553,537
Infrastructure	42,928,976	42,895,731
<b>TOTAL NON-CURRENT ASSETS</b>	<u>69,496,577</u>	<u>69,460,332</u>
<b>TOTAL ASSETS</b>	<u>76,693,085</u>	<u>77,202,801</u>
<b>CURRENT LIABILITIES</b>		
Payables	96,747	286,403
Interest-bearing Liabilities	60,904	60,904
Provisions	345,401	345,401
<b>TOTAL CURRENT LIABILITIES</b>	<u>503,052</u>	<u>692,708</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	458,435	458,436
Provisions	37,661	37,661
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>496,096</u>	<u>496,097</u>
<b>TOTAL LIABILITIES</b>	<u>999,148</u>	<u>1,188,805</u>
<b>NET ASSETS</b>	<u>75,693,937</u>	<u>76,013,996</u>
<b>EQUITY</b>		
Retained Surplus	32,381,622	32,708,566
Reserves - Cash Backed	6,315,404	6,308,522
Reserves - Asset Revaluation	36,996,923	36,996,923
<b>TOTAL EQUITY</b>	<u>75,693,949</u>	<u>76,014,011</u>

# SHIRE OF MORAWA

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

FOR THE PERIOD 1 JULY 2016 TO 31 JULY 2016

### 12. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	4.080	3.530	7.880	1.870

The above rates are calculated as follows:

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

<i>Date of Meeting</i>	<b>18 August 2016</b>
<i>Item No:</i>	<b>7.2.2.4</b>
<i>Subject:</i>	<b>Shire of Morawa 2016/17 Annual Budget</b>
<i>Date &amp; Author:</i>	<b>6 August 2016, Fred Gledhill Manager of Accounting and Finance</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Manager Accounting &amp; Finance Fred Gledhill</b>
<i>Voting Requirement:</i>	<b>Absolute Majority</b>

## **SUMMARY**

The purpose of this report is for Council to adopt the Shire of Morawa 2016/17 Annual Budget as detail in the presented format.

## **ATTACHMENTS**

2016-2017 Annual Budget for the Shire of Morawa and the 2016-2017 Annual Fees and Charges.

## **BACKGROUND**

It is a requirement of the Local Government Act and the LG Financial Management Regulations that a Budget be adopted in the Australian Accounting Standards (AAS) format prior to the 31<sup>st</sup> August each year. A copy must be submitted to the Executive Director of the Department of Local Government and Regional Development within 30 days of its adoption.

## **OFFICER'S COMMENT**

The Chief Executive Officer will provide an overview of the budget highlights to be distributed with the rates notice.

The Budget proposes a 3% increase (prior to discount) to the GRV Residential/Commercial/UV Rural properties and a nil increase to the UV Mining Tenements.

There are several components to the Budget to be adopted by Council and these are detailed below:-

### **a) Reporting Material Variances**

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34(5), Council is required to adopt a percentage or value calculated in

accordance with AAS5 to be used in statements of financial activity for reporting material variances.

The percentage or value that is adopted will require any variances over this figure to be reported in the Monthly Statement of Financial Activity.

It is proposed to once again adopt the percentage of 10% with a minimum value of \$10,000 for reporting material variances.

## **b) Rate Modelling**

Rates in the \$ for the model supplied have been arrived at through consideration of the points below:-

### ▪ ***Differential Rates – Rural Rates, Mining Rates***

Council advertised the intention to impose a differential rate of 0.289681 cents in the \$ of Unimproved Value (UV) for Mining, Exploration and Drilling.

Ministerial approval was sought for 0.022574 cents in the \$ of Unimproved Value (UV) for Rural Rates and of 0.289681cents in the \$ of Unimproved Value (UV) for Mining.

Ministerial approval has been received.

### ▪ ***Gross Rental Values (GRV)***

#### GRV Residential and Commercial

The GRV Residential and Commercial is proposed to impose a 0.074147 cents rate in the \$ of GRV.

Residential, Commercial and GRV Rural minimums are proposed to increase from \$271.15 to \$279.

### ▪ ***Unimproved Values (UV)***

#### UV Rural

UV Rural is proposed to increase from 0.021917 cents in the \$ to 0.022574 cents in the \$ and the Minimum UV to increase from \$271.15 to \$279.

#### UV Mining

With Ministerial approval it is proposed to impose 0.289681 cents in the \$ and the minimums \$656.

## • **Fees and Charges**

Due to increased operational costs Council's fees and charges for the forthcoming year have been reviewed and are proposed to increase to reflect an average 3% increase with no increase in the Hire of Plant and Equipment.

Fees. Charges for the Transfer Station have been included in the Fees and Charges Schedule.

## **COMMUNITY CONSULTATION**

The Local Public Notice of the Council's intention to impose Differential Rates for 2016/2017 in the Geraldton Guardian Newspaper and the Local Notice Board on Friday 20 May, 2016. Letters were also sent to the ratepayers where there are less than 30 ratepayers in a category as per the Rating Policy pertaining to Differential Rates.

The closing of submissions was on the 10 June, 2016 with one submissions received objecting to the proposed UV Mining rate in the \$. The submission was responded to accordingly.

## **COUNCILLOR CONSULTATION**

Council consultation was held on the 5 May, 2016 where it was resolved to advertise the proposed rate increase on the 20 May, 2016.

## **STATUTORY ENVIRONMENT**

Sections 6.2(1), 6.12(1), 6.16, 6.32, 6.45(3), 6.50, 6.51 of the Local Government Act 1995 Regulations 68 and 70 of the Local Government (Financial Management) Regulations 1996

## **POLICY IMPLICATIONS**

The Federal Government introduced a maximum limit for seniors' rebates under the Rates and Charges (Rebates and Deferments) Regulations and for the budget being adopted the Department of Treasury and Finance has advised that these have been set at:-

- Rates: \$750.00
- Sewerage: \$436.00

## **FINANCIAL IMPLICATIONS**

A full budget document has been provided to all Councillors under separate cover. Based on the rate increases proposed in this report the overall revenue gain on the previous year is expected to be in the vicinity of 3% allowing for acceptable early payment of the Rates levied.

## **STRATEGIC IMPLICATIONS**

All aspects of Council's adopted Strategic Community Plan, including the Long Term Works Plan, Asset Management Plan; Long Term Financial Plan where applicable due to reviews have been taken into consideration when compiling the draft budget.

## **RISK MANAGEMENT**

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



## **OFFICER'S RECOMMENDATIONS**

It is recommended that:-

### **1. Budget Adoption**

Council adopts the 2016/17 budget for the Shire of Morawa as presented in accordance with Section 6.2(1) of the Local Government Act 1995.

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

The following rates and charges be adopted for the 2016/17 year in accordance with Section 6.32 of the Local Government Act 1995:-

#### **General Rates**

▪ GRV Residential/Commercial	0.074147
▪ UV Rural	0.022574
▪ UV Mining	0.289681

#### **Minimum Rates**

▪ GRV Residential Commercial Rural	\$279
▪ UV Rural	\$279
▪ UV Mining	\$656

### **3. Differential Rates**

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

UV Mining	0.289681 cents in the dollar
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### **4. Discount for Payment by Due Date**

In accordance with section 6.12 of the Local Government Act 1995, Council offers a 2.5% discount if rates are paid in full by 4.30pm (Western Australian time) within thirty-five (35) days from the date of issue of the 2016/17 Rate Notice.

### **5. Overdue Interest, Instalment and Administration Charges**

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

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

## **6. FESA Levy**

**Council impose the following amounts set by FESA to be billed through the rating system for 2016-2017:-**

- 1. Category 4 Properties for Residential, Farming and Vacant Land – FESA Levy is to be 0.004435c in \$ with a minimum of \$71 and a maximum of \$130 on each rate notice assessment issued to the property.**
- 2. Category 4 Properties for Commercial, Industrial and Miscellaneous Land – FESA Levy is to be 0.004435c in \$ with a minimum of \$71 and a maximum of \$73,000 on each rate notice assessment issued to the property.**
- 3. Category 5 Properties – FESA Levy is to be \$71 on each rate notice assessment issued to the property.**
- 4. Mining Tenements Fixed Charge \$71**
- 5. The interest rate to be charged for the late payment of ESL by property owners is 11% per annum.**

## **7. Senior's Rebate**

**Eligible seniors or pension cardholders may receive a pensioner / seniors rebate of no more than the prescribed maximum set by State Revenue for 2016/17 of:-**

- Rates: \$750.00**
- Sewerage: \$436.00**

## **8. Due Dates**

- 1) The due date for payment of rates be set at 35 days after date of issue in accordance with Section 6.50 (2) of the Local Government Act 1995 (with the due date being 4 October 2016).**
- 2) The instalments being due at intervals of 2 months with the 1<sup>st</sup> instalment falling due 35 days after date of issue (30 August 2016) of rate notice in accordance with Section 62(2) of the Financial Management Regulations 1996. Due dates for instalment options:-**

**4.30pm, 4 October, 2016 - Payment in full less discount or First Instalment**  
**4.30pm, 29 November, 2016 - Second Instalment**  
**4.30pm, 24 January, 2017 - Third Instalment**  
**4.30pm, 24 March, 2017 - Fourth Instalment**

## **9. Rubbish Collection Charges**

In accordance with the Health Act 1911, Council impose the following charges for the 2016/2017 financial year:-

### **Bin Charges**

\$369 per annum for each 240 litre bin provided to residential properties  
\$738 per annum for each 240 litre bin provided to commercial properties for a twice weekly pickup.

### **Sewerage Charges**

Vacant land \$240.08 per assessment

### **Class 1 Properties:**

1<sup>st</sup> major fixture \$772.10

Each additional fixture \$479.97

Class 2 Properties \$1,155

GRV Residential 7.0283 cents in the dollar

GRV Commercial 7.0283 cents in the dollar

Minimum Charges – Residential \$338.45 per assessment

Minimum Charges – Commercial \$797.35 per assessment

## **10. List of Fees & Charges**

Council adopt the proposed fees and charges for 2016/17 as reviewed and included in the 2016/17 Draft Budget documents.

## **11. Material Variances**

Council in accordance with the Local Government (Financial Management) Regulations 1996 34(5) adopt a percentage of 10% with a minimum value of \$10,000 for reporting material variances for the 2016/2017 financial year.

## **12. Comparative Figures**

Council elect to use the actual figures from the 2015/16 June Financial Statements as stated in the 2016/17 Budget documents.

### **COUNCIL RESOLUTION**

1608009 Moved: Cr Carslake

Seconded: Cr Stokes

## **1. Budget Adoption**

Council adopts the 2016/17 budget for the Shire of Morawa as presented in accordance with Section 6.2(1) of the Local Government Act 1995.

## **2. Rates and Charges**

The following rates and charges be adopted for the 2016/17 year in accordance with Section 6.32 of the Local Government Act 1995:-

#### **General Rates**

##### **GRV Residential/Commercial**

- |             |          |
|-------------|----------|
| ▪ UV Rural  | 0.022574 |
| ▪ UV Mining | 0.289681 |

#### **Minimum Rates**

- |                                    |       |
|------------------------------------|-------|
| ▪ GRV Residential Commercial Rural | \$279 |
| ▪ UV Rural                         | \$279 |
| ▪ UV Mining                        | \$656 |

### **3. Differential Rates**

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

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- **Rates: \$750.00**
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**Vacant land \$240.08 per assessment**

**Class 1 Properties:**

**1<sup>st</sup> major fixture \$772.10**

**Each additional fixture \$479.97**

**Class 2 Properties \$1,155**

**GRV Residential 7.0283 cents in the dollar**

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Council in accordance with the Local Government (Financial Management) Regulations 1996 34(5) adopt a percentage of 10% with a minimum value of \$10,000 for reporting material variances for the 2016/2017 financial year.

**12. Comparative Figures**

Council elect to use the actual figures from the 2015/16 June Financial Statements as stated in the 2016/17 Budget documents.

**CARRIED 6/0**

**BY ABSOLUTE MAJORITY**

## 7.2.4 Executive Manager Development and Administration

<i>Item No/Subject</i>	<b>7.2.4.1 RAV Permit – R &amp; P Kowald</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>21 July 2016, Samantha Appleton</b>
<i>Responsible Officer:</i>	<b>Executive Manager Development &amp; Administration</b>
<i>Applicant/Proponent:</i>	<b>Executive Manager Development &amp; Administration</b>
<i>File Number:</i>	<b>ADM 0284</b>
<i>Previous minute/s &amp; Reference:</i>	September 2015

### **SUMMARY**

Mr Rob Kowald has approached Council for a Restricted Access Vehicle (RAV) Network 7 Class 2/3 approval to operate a Road Train being a rigid truck and 2 dog trailers to 32 metres on local roads:

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.

### **ATTACHMENTS**

Main Roads WA RAV Mapping Tool plan showing affected roads and RAV ratings (RAV 7 roads are lilac in colour).

Main Roads WA RAV Road details and restrictions.

### **BACKGROUND INFORMATION**

An application from Mr and Mrs Kowald was received on 14 July 2016.

Mr Kowald has requested permission to operate a Network 7 combination consisting of a rigid truck with 2 dogs combination on the following roads:

- Arrinooka Road,
- Offszanka (Canna) Road
- Nanekine Road

The request is to haul grain for a harvest period commencing 1 October 2016 to 31 December 2016.

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.

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

### **OFFICER'S COMMENT**

All roads listed are Network Seven roads by Main Roads, with the following conditions applying:

*A current written approval from Local Government, permitting use of the road, must be carried and produced on demand.*

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

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

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*'.

### **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) Network 7 Class 2/3 permit to Rob Kowald to operate a 32 metre Road Train being rigid truck and 2 dog trailers on Shire roads within the Shire of Morawa on local roads listed below,
  - Arrinooka Road for 0.67 to Farm Gate Access
  - Offszanka (Canna) Road Wubin Mullewa Road to Canna North East Road
  - Nanekine Road For 3.61km to Farm Gate Access

The approval is for from 1 October 2016 to 31 December 2016 subject to:

### **Standard Conditions of Use:**

- a) *Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- b) *Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- c) *Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- d) *Only approved routes will be permitted in the Morawa Town site*

- e) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic
- f) Headlights on at all times
- g) Removing dust from tyres rims when entering sealed roads
- h) Compliance with maximum gross weight limits
- i) Vehicle length not to exceed 36.5 metres
- j) No operation after a heavy rain fall event
- k) No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)
- l) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place
- m) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit
- n) 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*

The approval will be for the period 1 October 2016 to 31 December 2016. The applicant must seek Main Roads approval for all RAV network permits.

*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 permit.

## COUNCIL RESOLUTION

**1608010**      **Moved:**      Cr Agar  
**Seconded:**      Cr Carslake

**That Council approve:**

1. **A Restricted Access Vehicle (RAV) Network 7 Class 2/3 permit to Rob Kowald to operate a 32 metre Road Train being rigid truck and 2 dog trailers on Shire roads within the Shire of Morawa on local roads listed below,**
  - **Arrinooka Road for 0.67 to Farm Gate Access**
  - **Offszanka (Canna)Road Wubin Mullewa Road to Canna North East Road**
  - **Nanekine Road For 3.61km to Farm Gate Access**

**The approval is for from 1 October 2016 to 31 December 2016 subject to:**

**Standard Conditions of Use:**

- a) **Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage**
- b) **Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage**
- c) **Maximum speed of 40kms/hr in built up areas including the Morawa Town site**
- d) **Only approved routes will be permitted in the Morawa Town site**
- e) **Reduce speed to 60kms/hr and moving over to give way to oncoming traffic**
- f) **Headlights on at all times**
- g) **Removing dust from tyres rims when entering sealed roads**
- h) **Compliance with maximum gross weight limits**
- i) **Vehicle length not to exceed 36.5 metres**
- j) **No operation after a heavy rain fall event**
- k) **No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)**
- l) **Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place**
- m) **Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit**
- n) **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**

The approval will be for the period 1 October 2016 to 31 December 2016.

The applicant must seek Main Roads approval for all RAV network permits.

**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 permit.

**CARRIED 6/0**



**Warning!** Network Conditions & Restrictions are not displayed on this "All Networks Layer". Refer to the relevant network layer to view Conditions & Restrictions

## Morawa

ROAD DETAILS				RESTRICTIONS		
Road No	Road Name	Local Road Name	Local Government	Intersection From	Intersection To	Conditions
5110077	Arrinooka Rd	Arrinooka Rd	Morawa	Wubin Mullewa Rd	For 0.67 Km to Farm Gate Access	Network Conditions · A current written approval from Local Government, permitting use of the road, must be carried and produced on demand
5110103	Broad Av	Broad Av	Morawa	Wubin - Mullewa (M039)	Grain Access Road 100m West From Wubin - Mullewa (M039)	Intersection Wubin - Mullewa & Broad Av : · No Left Turn Into Wubin Mullewa Rd From Broad Av
5110064	Burton Rd	Burton Rd	Morawa	Wubin - Mullewa (M039)	Powell St	
5110007	Canna North East Rd	Canna North East Rd	Morawa	Offszanka Rd	For 0.22 Km to Cbh Access	Network Conditions · A current written approval from Local Government, permitting use of the road, must be carried and produced on demand
5110149	Morawa - Yalgoo Rd	Morawa - Yalgoo Rd	Morawa	Wubin - Mullewa Rd	Yalgoo Lga Boundary	Network Conditions · A current written approval from Local Government, permitting use of the road, must be carried and produced on demand · No operation on unsealed road segment when visibly wet Speed Conditions · 10 km/h below posted speed limit
5110002	Morawa South Rd	Morawa South Rd	Morawa	Wubin - Mullewa	Perenjori Lga Boundary	Network Conditions · A current written approval from Local Government, permitting use of the road, must be carried and produced on demand Speed Conditions · 10 km/h below posted speed limit Note · No operation during School Bus hours. Transport Operators are to contact the local schools to obtain school bus hours.
5110003	Nanekine Rd	Nanekine Rd	Morawa	Wubin Mullewa Rd	For 3.61 Km to Farm Gate Access	Network Conditions · A current written approval from Local Government, permitting use of the road, must be carried and produced on demand
5110008	Offszanka Rd	Offszanka Rd	Morawa	Wubin Mullewa Rd	Canna North East Rd	Network Conditions · A current written approval from Local Government, permitting use of the road, must be carried and produced on demand

Cr Thornton left the chamber at 5.50pm.

<i>Item No/Subject</i>	<b>7.2.4.2 RAV Permit – Walstow Nominees</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>12 August 2016, Samantha Appleton</b>
<i>Responsible Officer:</i>	<b>Executive Manager Development &amp; Administration</b>
<i>Applicant/Proponent:</i>	<b>Executive Manager Development &amp; Administration</b>
<i>File Number:</i>	<b>ADM 0284</b>
<i>Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

Mr Hayden Letton of Walstow Nominees has approached Council for a Restricted Access Vehicle (RAV) Network 7 Class 2/3 approval to operate a B Double and Dog combination to 36.5m.

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.

### **ATTACHMENTS**

Letter from Mr Letton

Main Roads WA RAV Mapping Tool plan showing affected roads and RAV ratings (RAV 7 roads are lilac in colour).

### **BACKGROUND INFORMATION**

An application from Mr Letton was received on 12 August 2016.

Mr Letton has requested permission to operate a Network 7 combination consisting of a B Double and Dog combination on the following roads:

- Broad Avenue to CBH from Wubin Mullewa Road,
- Morawa South Road to Shire Boundary
- Morawa Yalgoo Road to Shire Boundary

The request is to haul grain for a harvest period commencing 1 October 2016 to 14 January 2017.

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

### **OFFICER'S COMMENT**

Mr Letton also requested permission to operate on the Wubin Mullewa Road. As this road is not a Shire owned road, it will not be considered in this item. All roads in the application are listed as Network Seven roads by Main Roads, with the following conditions applying:

*A current written approval from Local Government, permitting use of the road, must be carried and produced on demand.*

Broad Avenue

*Intersection Wubin –Mullewa & Broad Ave*

*No left turn into Wubin Mullewa Rd from Broad*

Morawa Yalgoo Road

*Speed conditions – 10km below posted speed limit*

Morawa South Road

*Speed conditions 10km below posted speed limit*

*No operation during school bus hours*

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

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

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*'.

### **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) Network 7 Class 2/3 permit to Walstow Nominees to operate a B Double and Dog combination to 36.5 metres on Shire roads within the Shire of Morawa on local roads listed below:
  - Broad Avenue to CBH from Wubin Mullewa Road,
  - Morawa South Road to Shire Boundary
  - Morawa Yalgoo Road to Shire Boundary

The approval is for from 1 October 2016 to 14 January 2017 subject to:

### **Standard Conditions of Use:**

- a) *Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- b) *Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- c) *Maximum speed of 40kms/hr in built up areas including the Morawa Town site*





- b) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage***
- c) Maximum speed of 40kms/hr in built up areas including the Morawa Town site***
- d) Only approved routes will be permitted in the Morawa Town site***
- e) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic***
- f) Headlights on at all times***
- g) Removing dust from tyres rims when entering sealed roads***
- h) Compliance with maximum gross weight limits***
- i) Vehicle length not to exceed 36.5 metres***
- j) No operation after a heavy rain fall event***
- k) No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)***
- l) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place***
- m) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit***
- n) 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.***
- o) No left turn into Wubin Mullewa Road from Broad Avenue***

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

The applicant must seek Main Roads approval for all RAV network permits.

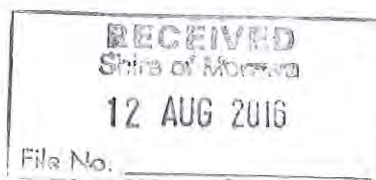
***Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads***

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the permit.

**CARRIED 5/0**

Cr Thornton returned to chamber at 5.51pm.

Mr Haydn Letton  
Walstow Nominees  
P.O. Box 70  
MORAWA WA 6623



8 August 2016

Mr John Roberts  
Chief Executive Officer  
Morawa Shire Council  
Winfield Street  
MORAWA WA 6623

Dear Mr Roberts

Re: Application for permit

I am writing to apply for permission to operate a road train up to 36.5 metres, under the category of Network 7 (B double and dog) within the Shire of Morawa. The period of time this permit would be required would be from 1 October 2016 to 14 January 2016.

I am a local farmer and business owner with over 17 years experience in the road transport industry. My operations service entirely local farmers within the Shire of Morawa. The purpose of the permit would be to cart grain for local farmers which would entail travelling on the following four roads within the Shire of Morawa.

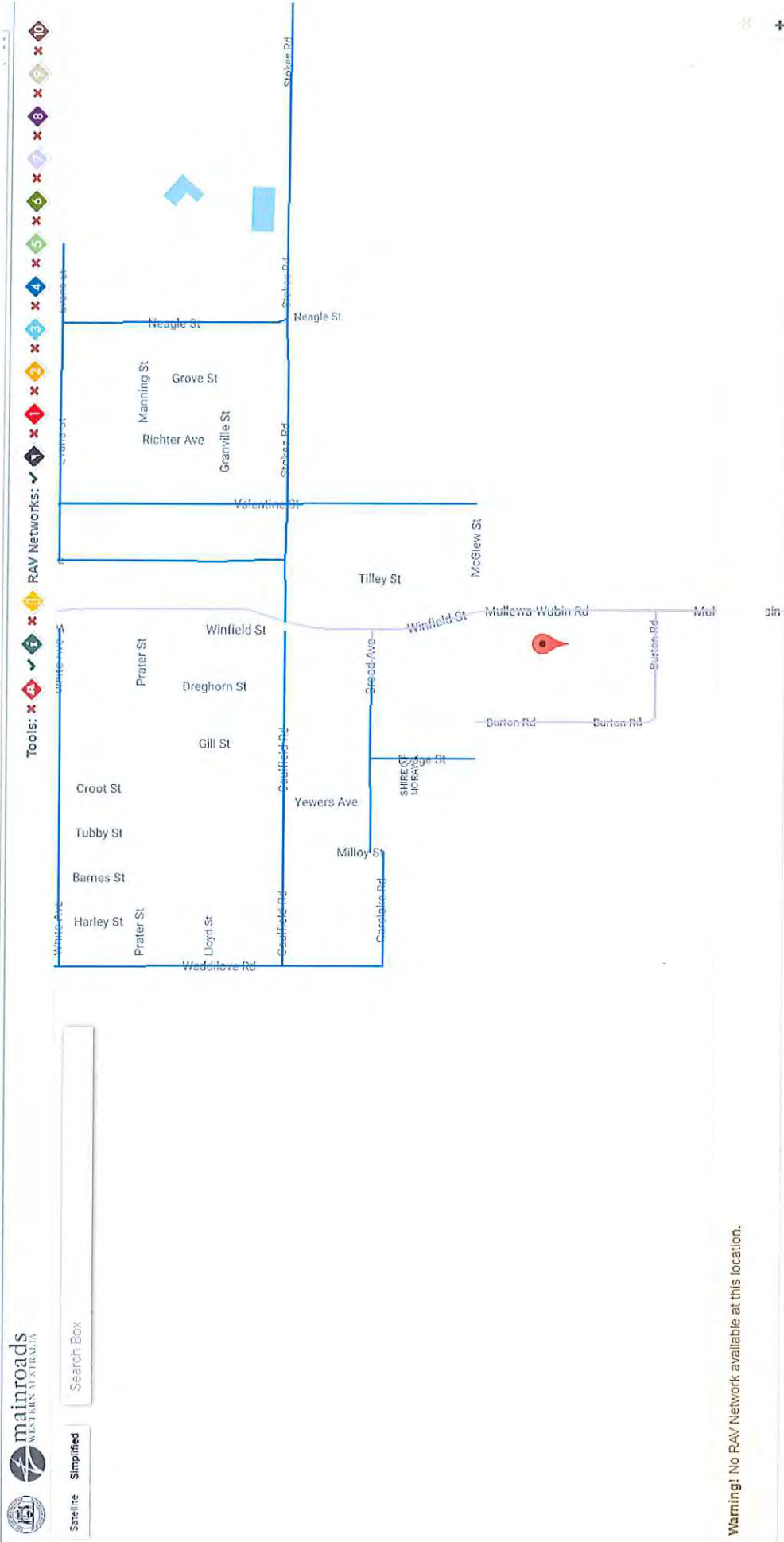
Broad Avenue (entrance to CBH)  
New Bypass Road through centre of Morawa  
Morawa South Road  
Yalgoo Road

The reason for my application is to operate a combination that is more efficient and cost effective. Certain CBH segregations of grain such as canola, lupins, barley and noodle wheat are not available at Morawa and require regular cartage to other sites such as Mingenew and Geraldton. An increase in load capacity of an extra fifteen tonne would reduce the number of trips between the farm and CBH site accepting these segregations.

I am aware that the Morawa Shire may nominate particular guidelines for operating this type of combination of which I am prepared to comply with.

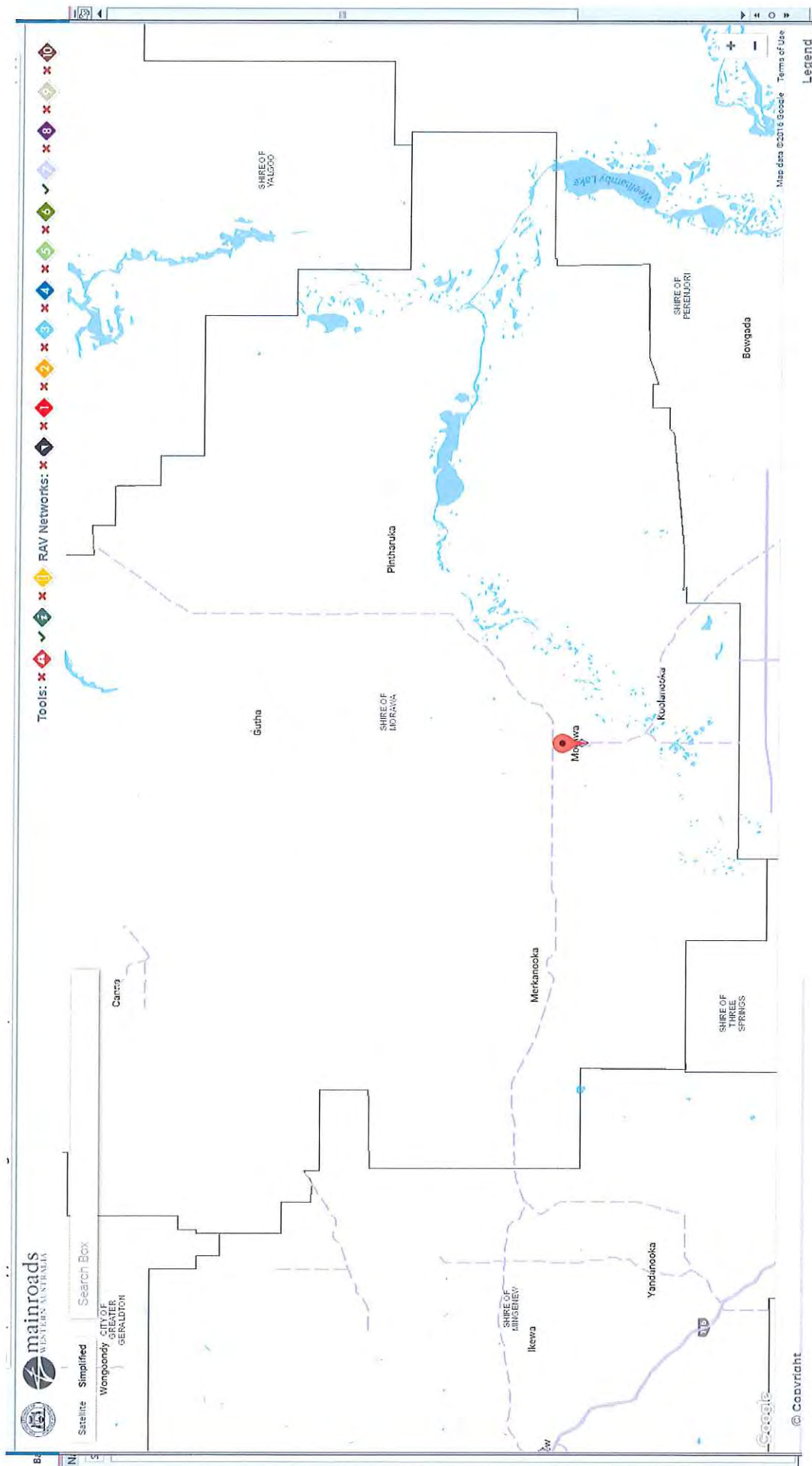
Yours faithfully

  
Haydn Letton  
0429876300



Warning! No RAV Network available at this location.

Warning! Network Conditions & Restrictions are not displayed on this "All Networks Layer". Refer to the relevant network layer to view Conditions & Restrictions



Cr Agar left the chamber at 5.51pm.

<i>Item No/Subject</i>	<b>7.2.4.3 RAV Permit – LA Bulk Transport</b>
<i>Date of Meeting:</i>	18 August 2016
<i>Date &amp; Author:</i>	<b>12 August 2016, Samantha Appleton</b>
<i>Responsible Officer:</i>	<b>Executive Manager Development &amp; Administration</b>
<i>Applicant/Proponent:</i>	<b>Executive Manager Development &amp; Administration</b>
<i>File Number:</i>	<b>ADM 0284</b>
<i>Previous minute/s &amp; Reference:</i>	

### **SUMMARY**

Mr George Aitken of LA Bulk Transport has approached Council for a Restricted Access Vehicle (RAV) Network 7 Class 2/3 approval to operate a Single Trailer with Dolly, B Double to 36.5m.

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.

### **ATTACHMENTS**

Letter from Mr Aitken

Main Roads WA RAV Mapping Tool plan showing affected roads and RAV ratings (RAV 7 roads are lilac in colour).

### **BACKGROUND INFORMATION**

An application from Mr Aitken was received on 9 August 2016.

Mr Aitken has requested permission to operate a Network 7 combination consisting of a Single Trailer with Dolly, B Double combination on the following roads:

- Moffett Road 5kms
- Healy Road 3kms
- Agar Road 2kms
- Burma Road 6kms
- Winterbourne Road 3kms

The request is to haul grain for a harvest period commencing 1 October 2016 to 31 January 2017.

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.

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

### **OFFICER'S COMMENT**

Mr Aitken has been issued permits in previous years for Network 7 combinations.

Shire staff have recently received training on RAV permits including the use of the Main Roads RAV mapping tool that can be used to identify RAV routes including the rating of the roads. Information from the RAV mapping tool (attached) show that the roads requested are rated as follows:

Moffet Road	Network 4
Healy Road	Network 4
Agar Road	Network 4
Burma Road	Network 4
Winterbourne Road	Not a network road

This information means that RAV permits issued previously for Network 7 combinations would not have been valid due to the rating of the roads. Should a Network 7 combination traverse these roads there would be the possibility of an infringement for the driver and risk management issues for both the Shire and the operator should an incident occur.

In order to get a higher rating for these roads a route assessment of the roads would need to be done. The assessment is done by Main Roads and takes into consideration the following factors:

- Traffic Counts
- Accident Statistics
- Load Capacity
- Overhead clearances
- Road Width
- Traffic Volumes
- Signage
- Provision for Overtaking
- Gradients
- Turning Clearances

Anecdotal evidence from staff is that the assessment of Shire roads was done approximately ten years ago by Main Roads. Since this time the roads are relatively unchanged. Having the route assessment done again may not result in a change to the rating of the roads without changes to the roads. An enquiry to Main Roads with regard to having RAV route assessments revealed that there is a backlog of requests currently for assessments to be done.

With this in mind, two recommendations with regard to the issuing of a permit will be made. The first recommendation is the same as in previous years with the exception of a speed reduction on unsealed roads as required in Main Roads conditions of use. Council will need to consider both recommendations and select one taking into mind risk management issues addressed earlier in this item. Additionally Council may consider having Main Roads WA reassess the roads requested in the application though there is no guarantee this will change their rating and it may be a number of months before the assessment can be done, therefore leaving the requested roads with their current ratings.

Conditions applicable to the roads requested are as follows:

*A current written approval from Local Government, permitting use of the road, must be carried and produced on demand.*

*Moffet Road, Agar Road, Healy Road, Burma Road  
See low volume condition type A in operating conditions. Maximum Speed 60 kmh.*

*Condition type A refers to minimum axle spacing requirements for axle groups.*

*Winterbourne Road  
No conditions stated as not included in RAV network.*

The application received is the same as previous applications for this route approved in previous years.

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

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'.

### **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 LA Bulk Transport to operate a Single Trailer with a Dolly, B-double combination) which enables trailer combinations greater than 27.5 metres and under 36.5metres to operate in the Shire of Morawa on local roads listed below:**

- **Moffatt Rd - 5 km**
- **Healy Rd - 3km**
- **Burma Rd - 6 km**
- **Winterbourne Rd - 3 km**
- **Agar Rd – 2km (empty enter and return)**

**From 1 October 2016 to 31 January 2017 only subject to:**

### **Standard Conditions of Use:**

- a) Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage**
- b) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage**
- c) Maximum speed of 40kms/hr in built up areas including the Morawa Townsite**

- d) ***Only approved routes will be permitted in the Morawa Townsite***
- e) ***Reduce speed to 60kms/hr and moving over to give way to oncoming traffic***
- f) ***Headlights on at all times***
- g) ***Removing dust from tyres rims when entering sealed roads***
- h) ***Compliance with maximum gross weight limits***
- i) ***Vehicle length not to exceed 36.5 metres***
- j) ***No operation after a heavy rain fall event***
- k) ***No operation during school bus routes drop off and pick up times***
- l) ***Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place***
- m) ***Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit***
- n) ***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 after the 2016 harvest.

The applicant will still need to seek Main Roads approval for the requested C-Train Combination (single trailer with a Dolly and a B-double combination).

The applicant must seek Main Roads approval for all RAV network permits.

Or

1. That Council not approve the application
2. That Council request officers to invite Mr Aitken to submit an application to operate a Network 4 combination application for the following roads:
  - Moffet Road
  - Healy Road
  - Agar Road
  - Burma Road
3. That Council request officers apply to Main Roads WA to assess the following roads for RAV route classification:
  - Moffet Road
  - Healy Road
  - Agar Road
  - Burma Road
  - Winterbourne Road

## **COUNCIL RESOLUTION**

1608012            Moved:        Cr Collins  
                      Seconded:    Cr Carslake

That Council approve:

1. A Restricted Access Vehicle (RAV) 2/3 network 7 permit to LA Bulk Transport to operate a Single Trailer with a Dolly, B-double combination) which enables trailer combinations greater than 27.5 metres and under 36.5metres to operate in the Shire of Morawa on local roads listed below:

- Moffatt Rd - 5 km
- Healy Rd - 3km
- Burma Rd - 6 km
- Winterbourne Rd - 3 km
- Agar Rd – 2km (empty enter and return)

From 1 October 2016 to 31 January 2017 only subject to:

### **Standard Conditions of Use:**

- a) *Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- b) *Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- c) *Maximum speed of 40kms/hr in built up areas including the Morawa Townsite*
- d) *Only approved routes will be permitted in the Morawa Townsite*
- e) *Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- f) *Headlights on at all times*
- g) *Removing dust from tyres rims when entering sealed roads*
- h) *Compliance with maximum gross weight limits*
- i) *Vehicle length not to exceed 36.5 metres*
- j) *No operation after a heavy rain fall event*
- k) *No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)*
- l) *Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- m) *Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- n) *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 after the 2016 harvest.**

**The applicant will still need to seek Main Roads approval for the requested C-Train Combination (single trailer with a Dolly and a B-double combination).**

**The applicant must seek Main Roads approval for all RAV network permits.**

**CARRIED 5/0**

*Motion amended to include bus times in Standard Conditions of Use (k).*

*Cr Agar left returned to the chamber at 5.53pm.*



## L.A. BULK TRANSPORT PTY LTD

ACN: 605 507 953 ABN: 78 605 507 953

Bulk Liquids, Livestock, Grain & Bulk Haulage,  
Machinery and General Transport

8990 Princes Highway,  
Panmure, Victoria 3265  
Email: labulktrans@aussiebb.com.au

Telephone: (03) 5567 6378

Facsimile: (03) 5567 6377

Peter Mobile: 0428 529 437

George Mobile: 0418 348 667

8<sup>th</sup> August 2016.

Ms Samantha Appleton  
Shire of Morawa  
PO Box 14  
MORAWA. WA. 6623.

G'day Samantha

I am the Director of L.A. Bulk Transport Pty Ltd. This business previously operated as L.A. Logistics. The Company is a Nationally Accredited (including WA), Victorian based business which travels to Morawa each year to assist long term clients Mr Darren Agar and Mr Brian Winterbourne with cartage during the grain harvest.

In previous years the above has been carried out incident free with Main Roads for the entire season.

I therefore apply for your support in being granted permission to operate as a C-Train Combination (Single trailer and Dolly and a B/Double combination, under 36.5 metres) and to travel on the following roads over stipulated distances.

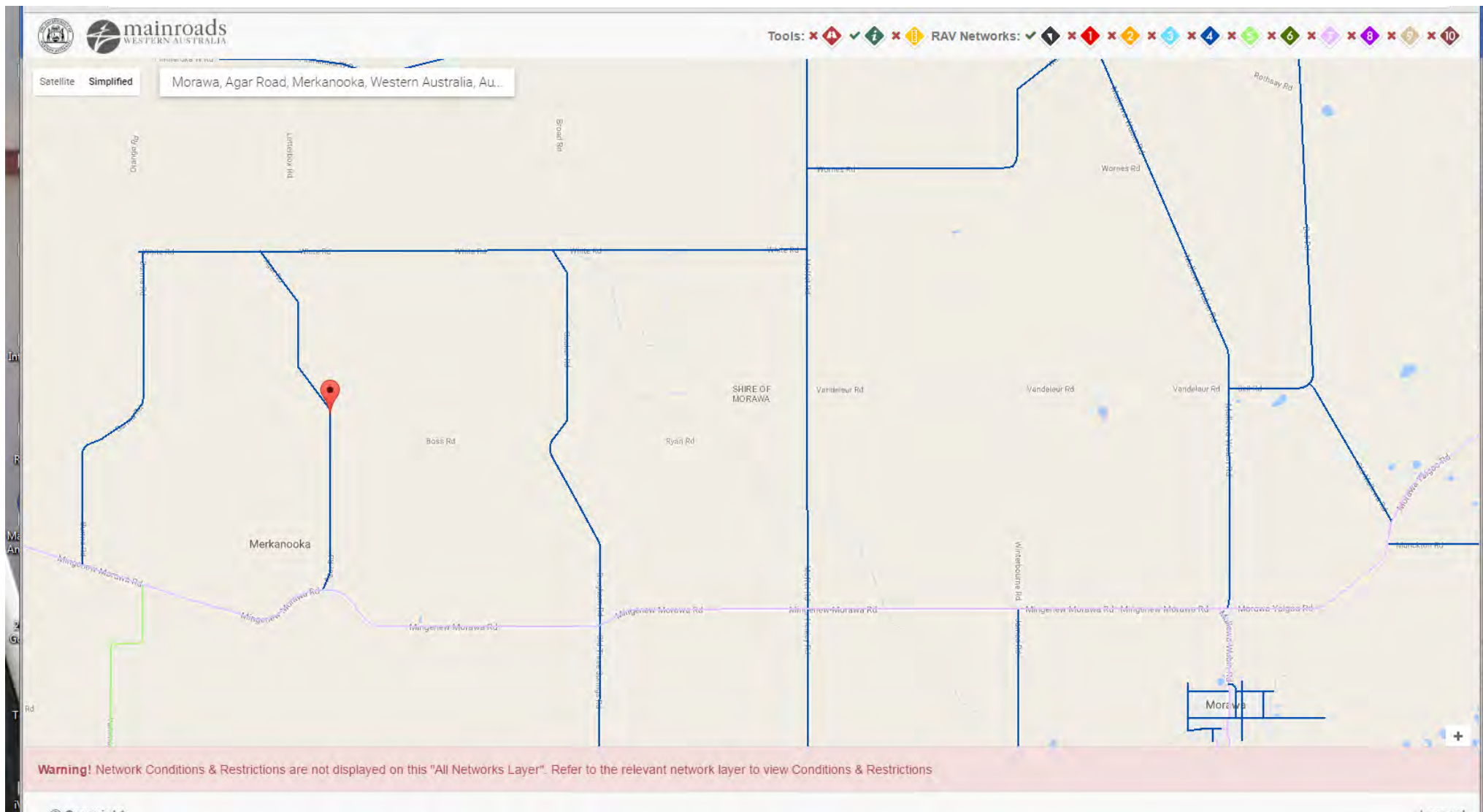
Moffatt Road	5kms.
Healy Road	3kms.
Agar Road	2kms. (Empty to Darren Agar's. Used as depot and return empty as per agreement past 2 seasons).
Burma Road	6kms.
Winterbourne Road	3kms.

Time period required: October 2016 to January 2017 (inclusive).

Thanking you for your time and support and forward the above for consideration.

Regards

George. D. Aitken.



## 7.2.6 Chief Executive Officer – Other

*This item was withdrawn.*

<i>Item No/Subject:</i>	<b>7.2.5.1 Strategic Plan Update and Progress Report</b>
<i>Date of Meeting:</i>	<b>18 August 2016</b>
<i>Date &amp; Author:</i>	<b>11 August 2016 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp; Reference:</i>	<b>21 July 2016 (Last update to Council)</b>

### **SUMMARY**

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

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

Other updates are also provided regarding the informing strategies including:

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

**Please note:**

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

### **DECLARATION OF INTEREST**

The author has no interest to declare in this report.



## **ATTACHMENTS**

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

## **BACKGROUND INFORMATION**

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

Currently, the Strategic Community Plan has 106 actions listed:

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

#### *Status*

Moore Stephens have been engaged to update the LTFP. Discussions between Moore Stephens and the Executive Management Team took place on 18 July 2016 to review the initial draft prior to being presented to Council for further input. Moore Stephens gave a presentation to Council on 9 August 2016. The LTFP will be updated further in conjunction with the development of the CBP.

### Asset Management Plan

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

#### *Status*

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

Roman II has been updated with local road data.

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

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

### Workforce Plan

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

#### *Status*

A final review is now required.

### Information Communication and Technology (ICT) Plan

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

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

#### *Status*

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

### Other Key Informing Strategies

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

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

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

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

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

### **OFFICER'S COMMENT**

#### **Strategic Community Plan**

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

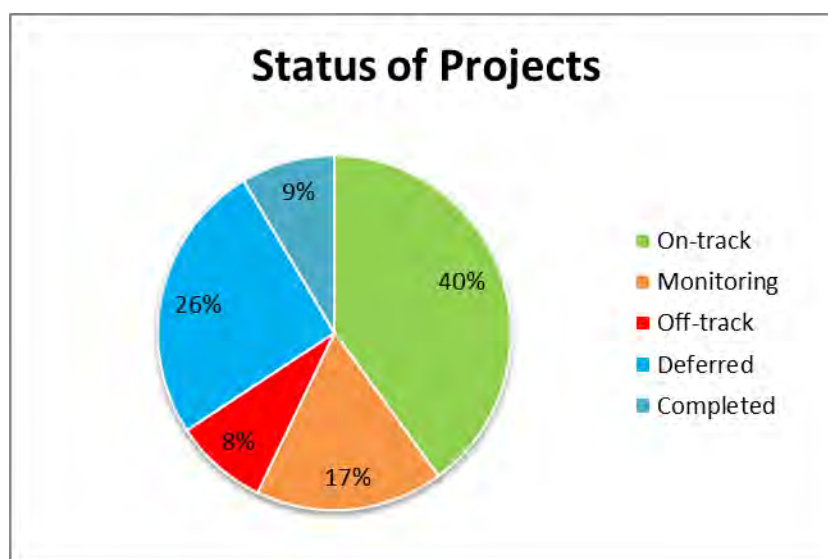
#### **Corporate Business Plan**

The Corporate Business Plan Report is provided to Council each month. Accordingly, a summary report and full copy of the Corporate Business Plan report for July 2016 is attached.

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

### Projects

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



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

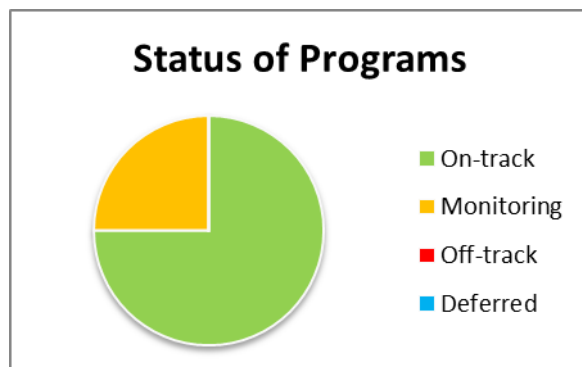
The key things to note regarding Chart 1 - Breakdown on Status of Projects are:

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 56.81%.	
On-track	There are 14 (40%) projects on track (3, 5, 7, 8, 12, 13, 14, 21, 29, 31, 32, 33, 34, & 35).	
Monitoring	6 (17%) projects are at the monitoring level (4, 10, 18, 19, 20 and 27)	
Off-track	In total there are 3 (8%) projects off track (9, 15 and 30).	<p>The impacts on these projects include:</p> <ul style="list-style-type: none"> <li>Staff resourcing in terms of key roles has been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014.</li> </ul>

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

## Programs

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



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

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

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

## **COMMUNITY CONSULTATION**

As per the Strategic Plan Update and Progress Report

## **COUNCILLOR CONSULTATION**

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

## **STATUTORY ENVIRONMENT**

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

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

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

## **RISK MANAGEMENT**

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

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council:

Accepts the Shire of Morawa Strategic Plan Update and Progress Report, for July 2016, as tabled.

SUMMARY OF CORPORATE BUSINESS PLAN STATUS 2015/2016

No.	Project	Who	Start	Cost	Cost Remaining	% Completed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Greater Sports Ground Development	PO				100												
2	Sports Club Development Officer	CEO				100												
3	Recreational Facility Development	PO				100												
4	Morawa Community Care	EMDA				95												
5	Refurbish Old Chambers	CEO				85												
6	Childcare Centre Development	CEO				0												
7	Community Group Support	CDO				39												
8	Community Engagement & Communication	CEO				50												
9	Trails Strategy	CEO				20												
10	Waste Management Project	CEO				45												
11	Water Supply Development	CEO				0												
12	Solar Thermal Power Station - Feasibility Study	CEO				95												
13	Waste Water Plant Upgrade	EMDA				90												
14	Sustainability Program	EMDA				0												
15	Develop Industry Training Centre	PO				25												
16	Migration Settlement Scheme (Research)	CEO				0												
17	Develop Additional Business Incubator Units	CEO				0												
18	Industry Attraction & Retention Project	CEO				83												
19	Local Tourism Industry Development	CDO				0												
20	Upgrade Morawa Airport	CEO				50												
21	Upgrade Major Roads and Annual Road Program	PWS				100												
22	Key Worker Housing	CEO				0												
23	Staff Housing	EMDA				0												
24	Expansion Van Park	CEO				0												
25	Lifestyle Village for the Aged	CEO				0												
26	Main Street Project	PO				100												
27	Wireless and Mobile Blackspot Coverage	CEO				50												
28	Powerline Upgrade	CEO				0												
29	Land Development	CEO				75												
30	Gateway Project Plans	CEO				10												
31	Omnibus Scheme Development	PO				93												
32	Old Morawa Hospital	CEO				80												
33	Leadership and Mentoring Young People	CDO				60												
34	Leadership and Advocacy Role	CEO				83												
35	Invest in Council's Capacity	CEO				83												
	Total					65.81												

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

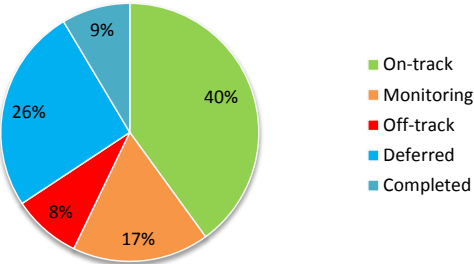
Status

On-track  
Monitoring  
Off-track  
Deferred  
Completed

Projects

14  
6  
3  
9  
3

Status of Projects



Status

On-track  
Monitoring  
Off-track  
Deferred

Programs

3  
1  
0  
0

Status of Programs





# Shire of Morawa Corporate Business Plan Report

July 2016

## 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"> <li><b>Greater Sports Ground Project</b></li> </ul> <p>Project management 0.0 FTE 2014/15</p> <p><b>Percentage Completed: 100%</b></p>	High	3.5.2	CEO	0	2,800,000	0	0	Department of Sport and Recreation	<ul style="list-style-type: none"> <li>The ramp adjacent to the playground has proved problematic due to regulations regarding disabled access. Council has decided that steps are to be installed as opposed to the ramp due to cost. There is disable access and parking already in existence.</li> <li>Shire staff has requested acquittal documentation from MWDC to formally finalise the project.</li> </ul> <hr/> <p><b>Increased Sporting Participation</b></p> <ul style="list-style-type: none"> <li>Club membership numbers reported by clubs</li> </ul> <p><b>Increased Usage</b></p> <ul style="list-style-type: none"> <li>Additional events reported by Sporting Committee. To date: two events held</li> </ul>
<ul style="list-style-type: none"> <li><b>Sports Club Development Officer – Regional Project</b></li> </ul> <p>Project management 0 FTE</p> <p><b>Percentage Completed: 100%</b></p>	Medium	3.1.7	CEO, Shire of Three Springs	0	12,500	12,500	12,500	<ul style="list-style-type: none"> <li>Department of Sport and Recreation</li> <li>Shire of Three Springs</li> <li>Shire of Perenjori</li> <li>Shire of Mingenew</li> </ul>	<ul style="list-style-type: none"> <li>Lara Stanley has commenced employment in the role and had discussions with the CEO and CDO regarding required outcomes for Morawa.</li> </ul> <hr/> <p><b>Increased Support for Members &amp; Volunteers</b></p> <ul style="list-style-type: none"> <li>Membership numbers</li> </ul> <p><b>Club Officials trained in financial and corporate governance</b></p> <ul style="list-style-type: none"> <li>Clubs report improvement</li> </ul>
<ul style="list-style-type: none"> <li><b>Recreational Facility Development:</b></li> </ul>	Medium	3.5.3	CEO	0				Department of Sport and Recreation	<p><b>Swimming Pool (Works 2015/16 - \$566,605)</b></p>



<div>3.1 Swimming Pool Upgrade</div> <div>3.2 Construction of the Skate Park</div> <div>Project management 0.1 FTE</div> <div>Percentage Completed: 100%</div> <div>3.1: 100%</div> <div>3.2 100%</div>					800,000	400,000	0	<div><div>Steps:</div><div><div>Tender has been awarded to Safeway Building &amp; Renovations</div><div>The new shed has been erected. The filtration equipment has been installed.</div><div>A new backwash tank will be installed early in 2015/16</div><div>Repairs to the existing balance tank will be undertaken as per the contract. This tank will need to be replaced in the next 5 years.</div><div>A number of delays and contractual disagreements have occurred and the current estimate for opening the pool is 21 November 2015.</div><div>The floor surface of the pool has deteriorated since August 2015 and will need to be restored.</div></div><div>Swimming Pool (Works 2015/16 - \$)</div><div><div>Following an independent assessment Council have directed the CEO to call tenders for works to tile the floor,walls, and wet deck surfaces.</div><div>Prior to calling tenders specialist engineers have been engaged to assess if concrete cancer is present. A report for this is due on 15 April 2016.</div><div>The pool has been surveyed so that design plans can be prepared for the tiling tender specifications.</div><div>Tenders have been called with a closing date of 1 June 2016.</div><div>The tender for works has been awarded to Safeway Building &amp; Construction.</div><div>Completion date is Thursday 3 November 2016.This is some 2 weeks later than normal pool opening.</div><div>Work is progressing well. Almost all the render has been removed and Geoff Ninnes was on-site 10 August 2016 to review works.</div></div></div>	
					300,000		0		
	Reduction of Vandalism								

									<ul style="list-style-type: none"> <li>Maintenance costs (reduced)</li> </ul> <b>Improved School Attendance</b> <ul style="list-style-type: none"> <li>School attendance records</li> </ul>
<b>Program Area Operating Cost:</b> <ul style="list-style-type: none"> <li>Undertake ongoing maintenance and management of the Sports facilities and programs</li> </ul> <b>Percentage Completed: 115%</b>	Ongoing			775,000	790,000	805,000	821,000		<b>Recurrent Cost post 2017:</b> \$905,233 <b>Staff Required:</b> 3 FTE <b>2015/16 Budget</b> <b>\$953,065</b> <b>Cost YTD:</b> \$1,100,635  <b>Note:</b> (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)
<b>Program Area Operating Cost:</b> <ul style="list-style-type: none"> <li>Support the implementation of the North Midlands Primary Care Project</li> <li>Support the provision of adequate GP services</li> <li>Support the Three Springs Dental Service</li> </ul> <b>Percentage Completed: 115%</b>	Ongoing	3.1.1, 3.1.2, 3.1.3, 3.1.4		251,884	256,900	262,000	267,000		<b>Note:</b> <ul style="list-style-type: none"> <li>Budget 2015/16: \$150,639</li> <li>Expenditure for 2015/16: \$173,530;</li> </ul> <b>Recurrent Cost post 2017:</b> \$272,000 <b>Staff Required:</b> 0.02 FTE

### Program Area: Community Amenities

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Morawa Community Care</b></li> </ul> Project management 0.6 FTE  <b>Percentage Completed: 95%</b> 4 Units: 100% Management: 90%	High	1.9.1	CEO	528,800	420,718	40,000	40,000	Morawa Community Care	<b>Construction 2013:</b> <ul style="list-style-type: none"> <li>Construction of the 4 units completed</li> <li>Cost post 2013/14 are recurrent costs. Will need revaluation</li> </ul> <b>Management:</b> <ul style="list-style-type: none"> <li>Committee commenced 18 March 2014 and identified action matrix;</li> <li>Draft service delivery plan and policies developed and considered 13/05/14;</li> <li>Handover of units underway 30 April 2014;</li> <li>Sean Fletcher has been engaged to finalise the transfer of the Morawa</li> </ul>

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

									<p>needed to fund the unexpected swimming pool works.</p> <ul style="list-style-type: none"> <li>Future use of the old Shire office was discussed at the SCP workshop held on 10 March 2016. It was agreed the future use was to be tourism and cultural purposes.</li> <li>It is proposed to request the reallocation of the Solar Thermal Feasibility Study funds to this project. This option has now been placed on hold pending the outcome of an amended business case for the airstrip.</li> <li>There is an option to apply for a grant in the next RGS round.</li> </ul> <p><b>Increased level volunteer activity</b></p> <ul style="list-style-type: none"> <li>Annual survey</li> <li>Volunteering statistics available every census</li> </ul> <p><b>Older people able to live independently</b></p> <ul style="list-style-type: none"> <li>Number community activities per year monitored</li> </ul> <p><b>Note:</b> regular use is occurring.</p>
<ul style="list-style-type: none"> <li><b>Childcare Centre development</b></li> </ul> <p>Project management 0.2 FTE</p> <p><b>Percentage Completed: N/A</b></p>	<b>Medium</b>	3.1.8	CEO	0	0	0	0	<ul style="list-style-type: none"> <li>Department of Communities</li> <li>Mid West Development Commission</li> <li>LotteryWest</li> </ul>	<ul style="list-style-type: none"> <li>Deferred post 2015/16</li> <li>Expected cost \$750,000</li> <li>Expected completion date 2018</li> </ul> <p><b>Additional childcare places available to the community</b></p> <ul style="list-style-type: none"> <li>Uptake of service</li> </ul> <p><b>Employment opportunities in the caring industry</b></p> <ul style="list-style-type: none"> <li>Number of people employed</li> </ul> <p><b>Respite care available to parents</b></p> <ul style="list-style-type: none"> <li>Respite visits number per annum</li> </ul>
<ul style="list-style-type: none"> <li><b>Community Group Support:</b> <ul style="list-style-type: none"> <li>Billaranga Arts Studio</li> <li>Morawa Historical Society</li> <li>Community events</li> <li>Morawa CRC</li> <li>Biennial Arts Festival</li> <li>Morawa Future Fund</li> <li>Community connectedness forum</li> <li>Morawa Chamber of</li> </ul> </li> </ul>	<b>Medium</b>	3.2.2, 3.2.4, 3.2.5, 3.4.1	CEO	35,000	35,000	35,000	35,000		<ul style="list-style-type: none"> <li>Future Fund agreement has been completed. The fund will be accessible in 2015/16 based on 2014/15 interest earnings.</li> <li>CEO engaged with CCI</li> <li>Power supply has been connected to the new Historical Society shed.</li> </ul> <p><b>Budget 2015/16</b></p> <ul style="list-style-type: none"> <li>YTD: <ul style="list-style-type: none"> <li>Arts Festival \$10,000</li> <li>Museum: \$1,000</li> <li>Depreciation: \$8,307</li> </ul> </li> </ul>

<p>Commerce</p> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 39%</b></p>									<p><b>Costs 2015/16</b></p> <ul style="list-style-type: none"> <li>YTD: <ul style="list-style-type: none"> <li>Arts Festival \$5,260</li> <li>Museum: \$3,293</li> <li>Depreciation: \$9,908</li> </ul> </li> <li>Recurrent costs post 2016 are \$35,000 per annum</li> </ul> <p><b>Community events enhance liveability of community</b></p> <ul style="list-style-type: none"> <li>Reports to Council community groups</li> </ul> <p><b>Community feedback on events</b></p> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>
<ul style="list-style-type: none"> <li><b>Community Engagement and Communication</b></li> </ul> <p>Project management 0.05 FTE</p> <p><b>Percentage Completed: 50%</b></p>	Medium	4.1.1, 4.1.2	CEO	1,020	1,020	1,020	1,020		<p><b>Costs 2014/15</b></p> <ul style="list-style-type: none"> <li>Met through Public Relations Budget (\$21,000)</li> <li>Recurrent costs post 2016 are \$1,020 per annum</li> <li>Communication strategy and media consultant (Left of Centre LOC) have been included in the 15/16 budget at \$11,000. LOC have set up a Facebook page and are preparing content for media and Shire Snippets.</li> </ul> <p><b>Good relationship between community and Council</b></p> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>
<ul style="list-style-type: none"> <li><b>Trails Strategy</b></li> </ul> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 20%</b></p>	Medium	1.7.2	CEO	0	0	260,000	0	<ul style="list-style-type: none"> <li>LotteryWest</li> <li>Department of Regional Development</li> </ul>	<p><b>Morawa Perenjori Wildflower Drive Trail</b></p> <ul style="list-style-type: none"> <li>R4R Grant required listed in 2013/14 Budget: \$467,000 - Pending</li> </ul> <p><b>Town Heritage Walk Trails 2014/15</b></p> <ul style="list-style-type: none"> <li>\$65,000 Lotterywest application unsuccessful (7 March 2014)</li> <li>\$65,000 Shire contribution not budgeted</li> </ul> <p><b>Bush Trails 2014/15?</b></p> <ul style="list-style-type: none"> <li>\$65,000 application "parked" with Lotterywest subject to Council contribution ;</li> <li>\$65,000 Shire contribution required Recurrent cost post 2016: \$5,000 PA</li> </ul> <p><b>2015/16</b></p> <ul style="list-style-type: none"> <li>Wildflower Drive trail \$138,915</li> <li>Town Heritage Walk \$128,970</li> <li>Bush Trail \$198,690</li> </ul>

									<ul style="list-style-type: none"> <li>Total \$467,000 has been included in the budget but only \$65,000 is funded. This is to be amended in the 15/16 mid year review.</li> <li>Funding is to sought from Lotterywest, DRD are funding \$40,000 ( from town centre revitalisation project) and it hoped this will be matched by Sinosteel.</li> </ul>
								•	<b>Increased level of community activity and activation trails</b> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>

**Objective:** Protect and enhance the natural environment and sense of place

**Program Area:** Environment

**Goal:** Protect and enhance the natural environment

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Waste Management – Regional Project</b></li> </ul> <p>Project management 0.15 FTE</p> <p><b>Percentage Completed: 45%</b></p>	High	2.4	CEO, MWRC	0	360,000	0	0	Shires of Carnamah, Coorow, Mullewa, Perenjori, Three Springs and Mingenew	<ul style="list-style-type: none"> <li>Capital works for tip set at \$265,000. Funded by Refuse Station Reserve</li> <li>Recurrent costs post 2016: \$60,000;</li> <li>Joint project identified between Shire of Morawa and Shire of Perenjori:               <ul style="list-style-type: none"> <li>DCEO successfully applied for \$5,000 in planning funding;</li> <li>Joint approach discussed on 9 December 2013 at meeting between Presidents, Deputy President and CEO's - Agreed this is a key project.</li> </ul> </li> <li>Dallywater Consulting have developed strategic plan which was presented to Council on 17 July 2014</li> <li>Application for funding in the Waste Authority Regional Funding Program was lodged on 27 June 2014. The assessment has been concluded and unfortunately the application was not successful. The application was highly regarded but lack of site and proximity to Geraldton went against the proposal.</li> <li>The CEO has met with CEOs from Morawa, Perenjori, Three Springs and Mingenew to discuss a regional</li> </ul>

									<p>solution. The meeting took place on 14 April 2015.</p> <ul style="list-style-type: none"> <li>• CEO has received data from neighbouring Shires and is in the process of collating it.</li> <li>• CEO has discussed with Karara and Sinosteel the possibility of purchasing or leasing a portion of Dingle Dell as a possible site for location of a landfill site.</li> <li>•</li> </ul> <p><b>Transfer Station</b></p> <ul style="list-style-type: none"> <li>• CEO has met with Avon Waste and Dallywater to determine the optimum size of transfer bins and collection methods.</li> <li>• CEO has visited potential sites during February.</li> <li>• The shed has been constructed, earthworks are complete and the office has been ordered.</li> <li>• It is proposed to man the Transfer Station for a trial period of 6 months subject to Council approval.</li> </ul> <hr/> <p><b>Coordinated waste management by Shires</b></p> <ul style="list-style-type: none"> <li>• Removal of waste to sub-regional station</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Water Supply Development</b></li> </ul> <p>Project management 0.05 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.4.1	CEO	0	0	0	Unknown	<ul style="list-style-type: none"> <li>• Water Corporation</li> <li>• Department of Water</li> </ul>	<ul style="list-style-type: none"> <li>• Recurrent costs post 2016: Unknown</li> <li>• Drainage re greening of the Town. Not until 2015/16 Stage Three SuperTowns.</li> <li>• Subject to be raised with the Minister at the WALGA Convention in August 2014.</li> </ul> <hr/> <p><b>Future water needs secured</b></p> <ul style="list-style-type: none"> <li>• Water storage constructed</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Solar Thermal Power Station Feasibility Study</b></li> </ul> <p>Project management 0.1 FTE</p> <p>Percentage Completed: 95%</p>	Medium	1.3.1	Project Officer	0	500,000	0	0	<ul style="list-style-type: none"> <li>• Western Power</li> <li>• Public utilities Office</li> </ul>	<ul style="list-style-type: none"> <li>• Legal advice received re reallocation of \$500,000 to another project;</li> <li>• Shire President and CEO met with Paul Rosair 17 February 2014 to discuss;</li> <li>• Project suspended indefinitely;</li> <li>• Letter issued to DRD 2 April 2014 seeking reallocation of funding to Airport Project.</li> </ul>

									<ul style="list-style-type: none"> <li>Adjusted the SCP at September 2014 Review</li> <li>A letter was sent to DRD in June 2016 requested these funds be held available for 2016/17.</li> <li>A response has been received providing an extension to 30 September 2016 to ascertain the status of the Aerodrome Business Case.</li> <li>Recurrent costs post 2016: \$60,000</li> </ul> <hr/> <b>Feasibility study completed</b> <ul style="list-style-type: none"> <li>Completion. (Note: The feasibility study will not proceed)</li> </ul> <b>Endorsement key agencies</b> Satisfaction Western Power, Public utilities Office
<ul style="list-style-type: none"> <li><b>Water Supply Development and Waste Water Plant Upgrade</b></li> </ul> <p>Project management 0.05 FTE</p> <p><b>Percentage Completed: 90%</b></p>	Medium	1.4.4, 2.1.1, 2.1.3	CEO	0	140,000	0	0	<ul style="list-style-type: none"> <li>Watercorp</li> </ul>	<b>Works for 2015/16</b> <ul style="list-style-type: none"> <li>One pond remaining (\$49,681). This was completed in April 2016.</li> <li>Funding from Reserve.</li> </ul> <b>Recurrent costs post 2016: Unknown</b> <hr/> <b>Overflow managed in winter</b> <ul style="list-style-type: none"> <li>Nil events</li> </ul> <b>Improved use of waste water for irrigation</b> <ul style="list-style-type: none"> <li>Reduced potable water usage</li> </ul>
<ul style="list-style-type: none"> <li><b>Sustainability Program:</b></li> <li>Identify policies to manage carbon sequestration</li> <li>Implement the Climate Change and Adaption Plan</li> <li>Continue to manage feral flora and fauna</li> <li>Rehabilitate, protect and conserve Shire controlled land</li> <li>Support and promote environmental management practices</li> </ul> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 0%</b></p>	Medium	2.1.5, 2.1.6, 2.2.1, 2.2.2, 2.2.3	DCEO	0	0	0	0	<ul style="list-style-type: none"> <li></li> </ul>	<b>2015/16</b> <ul style="list-style-type: none"> <li>Costs are as per in accordance with the EHO role;</li> <li>Sequestration policies to be included in LPS and Strategy;</li> <li>The Climate Change Risk Assessment &amp; Adaption Action Plan was included in the 2015/16 budget but will be removed in the mid-year review;</li> <li>Flora &amp; Fauna pests in conjunction with Department of Agriculture Bio-Security Officer in Morawa;</li> <li>Shire has rehabilitation policy in place;</li> <li>Environmental management practices are supported through implementation of relevant infrastructure;</li> <li>Continuing monitoring and upgrading of key facilities</li> </ul>



									<b>Sustainability initiatives achieved</b>
									<ul style="list-style-type: none"> <li>Set of nominated activities achieved</li> </ul>
<b>Objective:</b> A diverse, resilient and innovative economy									
<b>Program Area:</b> Economic Services									
<b>Goal:</b> Provide economic services that drive growth and development of the Shire									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Develop Industry Training Centre</b></li> </ul> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 25%</b></p>	High	1.2.8, 3.1.5	MEITA & Shire	0	508,404	0	0	<ul style="list-style-type: none"> <li>MWDC, Durack Institute, Department of Training &amp; Workforce Development, Karara Mining Limited</li> </ul>	<ul style="list-style-type: none"> <li>Training Centre expenditure:               <ul style="list-style-type: none"> <li>2013/14 set at \$433,908;</li> <li>Funded through Mid West Investment Plan;</li> <li>Business case reviewed and submitted to MWRC Board 28 November 2013. Further changes completed:                   <ul style="list-style-type: none"> <li>Improve in-kind contribution re project management;</li> <li>Develop job description form for training coordinator.</li> </ul> </li> </ul> </li> <li>13 December 2013 the MWDC Board approved funding for this project;</li> <li><b>Final estimate received Business Case reviewed and submitted to MWDC.</b> The business case needs to be re-drafted following discussions with the MWDC.</li> <li><b>Design and specifications have been prepared by EPS.</b></li> <li><b>CEO has received updated letters of support from Doray, Karara and Marrak.</b></li> <li>The project was shelved on the advice of MWDC, however following discussions between the CEO and SP the business is being updated by LOC.</li> <li>It was agreed at the SCP workshop held on 10 March 2016 that further submissions for grant funding will not be made at present.</li> <li>Recurrent cost post 2016: \$80,000</li> </ul> <p><b>Students demand training and gain jobs in the mining industry as a result</b></p> <ul style="list-style-type: none"> <li>Annual student numbers, conversion to employment</li> </ul> <p><b>Specialist training provided through facility</b></p>

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

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

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

**Program Area:** Transport Infrastructure and Services

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Upgrade Morawa Airport</b></li> </ul> <p>Project development support 0.02 FTE 13/14</p> <p>Project management: 0.2 FTE – External 14/15</p> <p>Asset management: 0.2 FTE - ongoing</p> <p><b>Percentage Completed: 50%</b></p>	High	1.10.1, 1.10.2	Project Officer	0	40,000	1,000,000	1,500,000	RDAF	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>New airport road sealed Feb 2014;</li> <li>An EOI has been requested by MDC for \$900k funding. This was submitted by 11 July 2014.</li> <li><b>Business Plans have been requested by DRD for the reallocation of \$500k Solar Thermal funds and \$1m Blackspot funds. These are now complete and were endorsed by Council at the December 2014 OCM.</b></li> </ul> <p>•</p> <p>• <b>2014/15</b></p> <p>•</p> <ul style="list-style-type: none"> <li>CEO has received letters of support from Doray, Karara., RFDS and Marrak.</li> <li>CEO has received letter from DRD informing the Shire that the reallocation of mobile blackspot funding has not been approved.</li> </ul>

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

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

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

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

**Note:**

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

Program Area: Town Centre Revitalisation									
Goal:									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> <li><b>Main Street Project</b></li> <li>Landcorp Project Management 1 FTE funded</li> <li>Project support: 0.5 FTE – External 13/14</li> <li><b>Percentage Completed:</b></li> <li>100%</li> <li>Stage 1: 100%</li> <li>Stage 2: 100%</li> </ul>	High	1.7.1, 1.7.5, 1.6.1	Project Officer	0	3,536,000	2,200,000	0	SuperTowns Project – R4R	<ul style="list-style-type: none"> <li>The main street of Morawa will be revitalised to provide new opportunities for community interaction and an increased level of retail and commercial services: <ul style="list-style-type: none"> <li>o Freight Realignment (Stage 1) - 2013/14/15</li> <li>o Civic Square (Stage 2) - 2013/14/15</li> <li>o Recurrent costs of \$50,000</li> <li>o Stage 3 deferred beyond 2015/16</li> <li>o Stage 4 deferred beyond 2015/15</li> <li>o Stage 5 commenced pending funding</li> </ul> </li> </ul> <p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>Additional funding of \$2.536M announced 12 February 2014.</li> <li>; <ul style="list-style-type: none"> <li>o Preferred tenderer (BCL Group) selected by Emerge and endorsed by Council on 31 July 2014.</li> </ul> </li> </ul> <p><b>2014/15</b></p> <ul style="list-style-type: none"> <li>Work has commenced on project.</li> <li>BCL proposed a redesign due to ground levels. New design not acceptable to Council.</li> </ul>

									<div>Emerge have been requested to keep amended design close to the original. Amended design went to OCM in October.</div> <div>2015/16<ul style="list-style-type: none"><li>Projects completed. Now in defects period.</li><li>Morawa Stone and the clock are outstanding items. Emerge and BCL are meeting with Shire staff on 30 May 2016 to resolve issues.</li></ul></div> <div>Civic Square constructed<ul style="list-style-type: none"><li>Project opened 30 April 2015. A comemorative plaque has been installed under the clock tower.</li></ul></div>
<div><ul style="list-style-type: none"><li>Wireless and Mobile Blackspot Coverage</li></ul><div>Project involves Shires of Morawa, Mingenew, Perenjori and Three Springs and MWDC</div><div>Project management: 0.1</div><div>Percentage Completed: 50%</div></div>	High	1.3.2, 1.3.4	Project Officer	0	375,000	0	0	CLGF	<div>Shire of Morawa coordinating update to project business case. Funding required is as follows:<ul style="list-style-type: none"><li>Merkanooka (\$680,000)<ul style="list-style-type: none"><li>CLGF – R: \$ 83,333</li><li>MWIP: \$534,167</li><li>Shire Funds: \$ 62,500</li></ul></li><li>Morawa East High (\$942,000):<ul style="list-style-type: none"><li>CLGF – R: \$500,000</li><li>MWIP: \$379,500</li><li>Shire Funds: \$ 62,500</li></ul></li></ul></div> <div><ul style="list-style-type: none"><li>Business went to the MWDC Board on 28 February 2014;</li><li>Minister Redman announced 7 March 2014 \$1M approved from CLGF – R;</li><li>FAA for project received by CEO. Advised DRD awaiting outcome of MWIP decision before project milestones developed;</li><li>MWDC Board advised 19/03/14 it does not support EOI. Advice issued to participating shire presidents;</li><li>Issue also referred to Shane Love MLA to discuss with Minister Redman;</li><li>Council briefed on current position 20 March 2014. Indicated that funding should now go to the upgrading of the Morawa Airport;</li><li>CEOs have had preliminary discussions on allocation of funding to the Airport project;</li><li>Item will be required by Council to seek</li></ul></div>

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



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

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

**Objective:** A collaborative and connected community with strong and vibrant leadership

**Program Area:** Governance and Leadership

**Goal:** Provide high levels of governance to lead and successfully manage the Shire and program of services for the community

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
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<ul style="list-style-type: none"> <li>• <b>Leadership and Mentoring – Young people</b></li> </ul> <p>Project management 0.01 FTE</p> <p><b>Percentage Completed: 88%</b></p>	High	3.1.9	CYDO	0	120,000	120,000	120,000	<ul style="list-style-type: none"> <li>• Morawa Youth Centre</li> </ul>	<p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>• Operating \$112,634;</li> <li>• Projects \$24,200 (Grants):</li> </ul> <p><b>2014/15</b></p> <ul style="list-style-type: none"> <li>• Operating \$158,892</li> <li>• YTD \$15,396;</li> </ul> <p><b>2015/16</b></p> <ul style="list-style-type: none"> <li>• Operating \$268,205</li> <li>• Projects \$96,275 (Grants \$42,500)</li> <li>• YTD \$236,235</li> </ul> <hr/> <p><b>Young people move into leadership role</b></p> <ul style="list-style-type: none"> <li>• Number in community organisations and Council</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Leadership and Advocacy Role:</b> <ul style="list-style-type: none"> <li>• CBH to upgrade and extend facilities</li> <li>• Lobby for access to education system</li> <li>• Advocate with State Government to deliver NBN</li> <li>• Advocate with Western Power for an upgrade of the Morawa Three Springs Feeder</li> <li>• Lobby State Government to retain grain on rail</li> <li>• Lobby for Roads Funding</li> <li>• Engage with State Government re Kadji Kadji Station</li> <li>• Advocate for visiting specialist and allied health</li> <li>• Advocate for adequate police and emergency services</li> </ul> </li> </ul> <p>Project management 0.1 FTE</p> <p><b>Percentage Completed: 83%</b></p>	High	1.2.1, 1.3.4	CEO	0	0	0	0	<ul style="list-style-type: none"> <li>• All major service providers,</li> <li>• State and Australian Government Agencies</li> </ul>	<p>Met through normal operating costs</p> <p><b>2013/14</b></p> <ul style="list-style-type: none"> <li>• CBH: Has changed focus? No further action</li> <li>• Education System: MEITA project – Interim Business Case completed;</li> <li>• NBN: Satellite to Mt Campbell; Optic to Town;</li> <li>• Western Power – Townsite has been upgraded, but feeder line under review see Status Report;</li> <li>• Grain on Rail: Watching Brief;</li> <li>• Kadji Kadji: Conservation watching brief;</li> <li>• Specialist &amp; Allied Health: <ul style="list-style-type: none"> <li>◦ GP expanding practice,</li> <li>◦ RFDS Dental Van in place;</li> </ul> </li> <li>• Police &amp; Emergency Services: LEMC and CESM Program in place;</li> <li>• Participated in Northern Zone Conference;</li> </ul> <hr/> <p><b>Agencies and Service Providers meet community needs</b></p> <ul style="list-style-type: none"> <li>• Annual community survey</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Invest in Council's Capacity</b></li> </ul> <p>Oversee Management of Shire 0.1 FTE</p>	High	4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.5.1,	CEO	0	0	0	0		<p>Met through normal operating costs:</p> <p><b>Staff Training and Development</b></p> <ul style="list-style-type: none"> <li>• PWOH: \$34,438</li> <li>• Administration \$10,000</li> </ul>

<p>Integrated Strategic Planning Support: 0.2 FTE</p> <p>Annual Customer Survey: 0.1 FTE</p> <p>Percentage Completed: 83%</p>		<p>4.5.2, 4.5.3, 4.6.1, 4.6.2, 4.7.1, 4.7.2, 4.8.1, 4.8.3</p>							<p><b>Professional Development Councillors</b></p> <ul style="list-style-type: none"> <li>• \$4,000.</li> </ul> <p><b>Traineeships</b></p> <ul style="list-style-type: none"> <li>• \$21,700. CII Student 5 day a week engaged</li> </ul> <p><b>Whole of Life Costings</b></p> <ul style="list-style-type: none"> <li>• 12/13 Plant &amp; Equipment</li> <li>• 13/14 Land &amp; Buildings</li> <li>• 14/15 Road Infrastructure</li> <li>• 15/16 Furniture &amp; Equipment</li> </ul> <p><b>Implemented IPR Framework</b></p> <ul style="list-style-type: none"> <li>• SCP 21/06/12; CBP 20/06/13;</li> <li>• Department requested modifications to SCP by 31 March 2014 – completed 25/03/14;</li> <li>• SCP reviewed in September 2014. A full review will occur in February 2016.</li> <li>• Risk Management policy, compliance plan and strategy now complete. Endorsed by Council November 2014.</li> <li>• (Reg. 17). Commenced and completed in August 2014 by LGIS. Endorsed by Council in December 2014</li> </ul> <p><b>Review Council Policies and Local Laws</b></p> <ul style="list-style-type: none"> <li>• The review of policies has been completed and will be presented to Council August 2015.</li> <li>• Local Laws review will be undertaken in 2016/17.</li> </ul> <p><b>Compliance with all Legislation and LG Act</b></p> <ul style="list-style-type: none"> <li>• Annual Compliance Return 2014 completed and submitted in March 2015.</li> <li>• PID annual survey completed, 30 June 2014</li> <li>• FOI annual return completed 30 June 2014</li> <li>• A governance calendar has been compiled.</li> </ul> <p><b>Delivery of Services as Sub-Regional Hub</b></p> <ul style="list-style-type: none"> <li>• Ongoing Shared Services, further discussions to take place.</li> </ul>
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									<b>Annual Customer Surveys</b> <ul style="list-style-type: none"> <li>Process to be revisited during 2015/16</li> </ul> <hr/> <b>Excellence in governance, management and leadership</b> <ul style="list-style-type: none"> <li>Annual community survey</li> </ul>
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<b>Program Area Operating Cost:</b>  Percentage Completed: 98%	Ongoing		CEO	836,083	852,000	869,000	886,000		2015/16 YTD (\$47,072) <b>Staff Required:</b> 1 FTE <b>Members of Council</b> <b>Budget:</b> \$331,127 <b>Actual:</b> \$380,603  <b>Governance – General</b> <b>Budget:</b> \$122,475 <b>YTD Actual:</b> \$62,409  Recurrent Cost post 2017: \$903,000

## Assessment

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

Criterion	Key Requirements	Progress/Comment	Tracking
Assessment of Projects	<p><b>Projects (35):</b></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: <b>65.81%</b></p> <p><b>Program Areas-Operating (4):</b></p> <p>Monitor 1</p> <p>On-track 3</p> <p>Off-track 0</p>	<p><b>Projects</b></p> <ul style="list-style-type: none"> <li>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;</li> <li>The second key issue has been the constant waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> <li>State Cabinet – continual delays whilst it makes a decision (Town Centre Revitalisation and Freight Road Re-alignment);</li> <li>Scrapping of Commonwealth funding programs e.g. RADF5 (Town Hall project);</li> <li>Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding the Morawa Swimming Pool);</li> <li>MWDC requirement to continually review business cases;</li> <li>Competition regarding the availability of bitumen for major road projects (has been secured for Feb 2014, so will be on track)</li> </ul> </li> <li>The majority of projects with monitoring status, although they have a low completion status, are on track in terms of where they are regarding the timeline of the project.</li> </ul> <p><b>Program Areas-Operating</b></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"> <li>CBP: 2.08 FTE</li> <li>Programs: 24.07 FTE</li> <li>Project Officer funded externally</li> <li>MWRC setting up support re: <ul style="list-style-type: none"> <li>Human Resource Management</li> <li>Higher Level Financial Management</li> </ul> </li> </ul>	<p>The key issue here is that the MWRC has dissolved and so is no longer in a position to provide additional support. In particular:</p> <ul style="list-style-type: none"> <li>HRM appears to be lacking;</li> <li>Higher level financial management appears to be lacking;</li> <li>Engineering support has fallen over;</li> <li>Health and building support has fallen over. Now using City of Greater Geraldton, however this is proving a difficult relationship.</li> </ul>	

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

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



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

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

<i>Item No/ Subject:</i>	<b>7.2.5.2 Morawa Aerodrome Upgrade – Business Case</b>
<i>Date of Meeting:</i>	<b>18 August 2016</b>
<i>Date &amp; Author:</i>	<b>17 August 2016 John Roberts</b>
<i>Responsible Officer:</i>	<b>Chief Executive Officer</b>
<i>Applicant/Proponent:</i>	<b>Chief Executive Officer John Roberts</b>
<i>File Number:</i>	<b>Various</b>
<i>Previous minute/s &amp; Reference:</i>	<b>18 December 2014</b>

## **SUMMARY**

The purpose of this report is for Council to consider authorising the Chief Executive Officer to be the signatory to sign and then submit to the Department of Regional Development and Lands (DRD), Mid West Development Commission, the Morawa business case for the Morawa Aerodrome Upgrade project. The business case is seeking funding of \$2,339,341 from the Royalties for Regions Midwest Investment Plan Funds

## **DECLARATION OF INTEREST**

Nil

## **ATTACHMENT**

The Shire of Morawa business case for the Morawa Aerodrome Upgrade—submission Department of Regional Development and Lands, Royalties for Regions Mid West Development Commission Mid West Investment Plan Funds

## **BACKGROUND INFORMATION**

Funding from the Department of Regional Development and Lands, Royalties for Regions Mid West Development Commission, Regions Mid West Investment Plan of \$2,339,341 is to be requested for the upgrade the Morawa Aerodrome.

In 2014 the Shire of Morawa was invited to submit an expression of interest (EOI) to the Mid West Development Commission board seeking endorsement from the Commission to allocate funds towards the project. The (EOI) submitted in July 2014 was reviewed by the Commission and was successful. The Shire was then invited to submit a suitable business case to the Mid West Development Commission Board for the Morawa Aerodrome upgrade.

The following business cases were produced, each seeking funding from different sources:

1. Country Local Government Regional Fund 2012/13 \$1,000,000. The amount was to be reallocated from the Mobile Black Spot project.

2. Royalties for Regions Supertown Fund 2012. \$500,000. This amount was to be reallocated from the Solar Thermal Feasibility Study project.
3. Mid West Investment Plan 2012. \$900,000

The draft business cases were submitted to MWDC in November 2014.

At the Council meeting held on 18 December 2014 the Chief Executive Officer was authorised to act as signatory for the business cases and to submit them to the Mid West Development Commission. The signed business cases were submitted to MWDC on 19 December 2014, for assessment.

As a consequence of significant changes to the local economy resulting in greater due diligence of business cases by DRD the Shire CEO worked closely with Trevor Price (MWDC) on a number of reworks of the business cases. Finally a single business case was produced with 2 options.

In August 2015 an application for Federal funding in the Regional Aviation Access Programme (RAAP) was lodged. Unfortunately this application was unsuccessful.

A final single draft business case was submitted to MWDC in November 2015 and was presented to the Board on 26 November 2015.

On 24 November 2015 the MWDC submitted the business case to DRD for a due diligence assessment. The report was subsequently forward to Deloitte for an independent assessment. Deloitte was critical of the business case in a number of areas.

On 2 December 2015 the MWDC advised the Shire of Morawa that the MWDC Board endorsed the preferred option subject to the following conditions

1. Matters arising from the DRD due diligence review are addressed
2. Confirmation of the SuperTowns Solar Thermal Feasibility study funding being approved for the project.
3. A confirmed commitment by Doray Minerals to utilise the Morawa Aerodrome as a base for their FIFO operations.

The Shire has been unable to obtain a firm commitment from Doray despite a number of meetings with them.

In February 2016 at the request of the MWDC, Centrals Earthmoving reviewed the costings included in the 2014 Aerodrome Master Plan. Centrals Earthmoving provided revised estimates which have been included in the 2016 business case.

On 28 June 2016 the Shire CEO requested an extension of the funding allocated to the Solar Thermal Feasibility Study to allow time to seek formal reallocation of the funds to the Aerodrome Project. An extension has been given to 30 September 2016.

## **OFFICER'S COMMENT**

The original Morawa Aerodrome upgrade business case was prepared in consultation with Forte Airport Management. The original costing has now been updated earlier in 2016.

The MWDC advised that the business case needed to change focus from economic development with the resource sector to community benefit and safety. Trevor Price, MWDC, has been invaluable in extensively re-writing the business case on behalf of the Shire.

In August 2016 three applications have been lodged with 2017/19 RADS scheme, they are:

- Runway, taxiway, and apron mains lighting.
- Taxiway and apron construction and seal.
- Patient transfer facility.

These works satisfy the eligibility requirements under the RADS application process. Should any, or all, of the applications it will be necessary to seek additional funding through MWDC, delay the elements or a combination of both. DRD have advised that the Department of Transport would be interested in funding the first two elements through RADS.

**The MWDC have advised of the importance of submitting the business case to the MWDC in time for the MWDC Board meeting on 26 August 2016.**

## **COMMUNITY CONSULTATION**

The upgrade of key infrastructure is included in the Shire of Morawa Strategic Community Plan and Growth and Implementation Plan and key stakeholders have been consulted regarding the project.

## **COUNCILLOR CONSULTATION**

Council has been consulted on several occasions regarding the project including on-site discussions with the Morawa Glider Club and private pilots.

## **STATUTORY ENVIRONMENT**

Local Government Act 1995

The Local Government Act 1995 (Audit) Regulations Regulation 17

## **POLICY IMPLICATIONS**

Shire of Morawa Risk Management Policy 3.11 and procedure.

Project Management Policy and procedure.

## **FINANCIAL IMPLICATIONS**

The Morawa Aerodrome Upgrade has a project cost of \$3.452 million, which is derived from an estimate that has been independently calculated.

The project seeks the following funding:

- Mid West Investment Plan (Midwest Development Commission) R4R funding, for which this business case seeks \$2,339,341 of funding assistance.
- SuperTown Funding Program (Department of Regional Development and Communities) Royalties for Regions funding. Subject to confirmation of a re-allocation for an amount of \$551,456.
- Regional Airports Development Scheme 2017/19 Formation and sealing of new taxiway and apron. \$117,170
- Regional Airports Development Scheme 2017/19 Patient transfer facility and ablutions. \$56,221.
- Regional Airports Development Scheme 2017/19 Installation of mains runway, taxiway and apron lighting. \$188,532.
- Shire of Morawa community reserve funds, which will be cash and in kind amount of \$200,000.

The Shire of Morawa is confident the Project, under contract project management, can be delivered in 2016/17 financial year subject to early confirmation of \$2,339,341 release toward this project.

Further financial implications will include an annual budget allocation for the management of the Aerodrome and cost recovery fees and charges from the users of the aerodrome.

## **STRATEGIC IMPLICATIONS**

The upgrade aerodrome will provide the following strategic outcomes for the region

- all weather aircraft operating capability.
- reliable night landing capabilities (for all users including the Royal Flying Doctor Service).
- facilities suitable for aircraft charter operations up to Code 3C, as required for mining/resource workforce movement.
- aerodrome standards acceptable to CASA and commensurate with expectations of a developed SuperTown that enables air transport access to and from Morawa as an alternative to surface travel.
- regional airport standards commensurate with expectations of a developed regional 'SuperTown' to enable air transport access to and from Morawa as the alternative to surface travel.

## **RISK MANAGEMENT**

Without funding the major risk is the Shire of Morawa is not able to deliver the strategic outcomes listed

The business case is a vital component of the project and Council could not proceed without the funds.

Risk Management of the project will be followed as detailed by the Risk Management Policy and procedures in conjunction with the Project Management Policy and the Project Management Procedure

**VOTING REQUIREMENT:**

## Simple Majority

### OFFICER'S RECOMMENDATION

### That Council:

- 1. Authorise the Chief Executive Officer to be the signatory to sign the Department of Regional Development and Lands, Mid West Development Commission, the business case seeking funding for the Morawa Aerodrome Upgrade project.**
- 2. Authorise the Chief Executive Officer to submit to the Department of Regional Development and Lands, Mid West Development Commission, the business case seeking funding for the Morawa Aerodrome Upgrade project.**

## COUNCIL RESOLUTION

**1608013**      **Moved:**      **Cr Stokes**  
                  **Seconded:**      **Cr Collins**

**That standing orders be suspended at 5.55pm.**

**CARRIED 6/0**

## COUNCIL RESOLUTION

**1608014**      **Moved:**      **Cr Stokes**  
                  **Seconded:**      **Cr Collins**

**That standing orders be resumed at 6.08pm.**

**CARRIED 6/0**

## COUNCIL RESOLUTION

**1608015**      **Moved:**      **Cr Carslake**  
**Seconded:**      **Cr Stokes**

## That Council:

- 1. Authorise the Chief Executive Officer to be the signatory to sign the Department of Regional Development and Lands, Mid West Development Commission, the business case seeking funding for the Morawa Aerodrome Upgrade project.**
- 2. Authorise the Chief Executive Officer to submit to the Department of Regional Development and Lands, Mid West Development Commission, the business case seeking funding for the Morawa Aerodrome Upgrade project.**

**CARRIED 6/0**

*Cr Carslake requested that a letter of thanks be sent to the MidWest Development Commission for their assistance with the preparation of the business case.*

7.2.5.6 Correspondence

Nil

7.2.5.7 Information Bulletin

Nil

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

Proposed late item for consideration of pool tenders was deferred.

**9. Applications for Leave of Absence**

Nil

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

Nil

**11. Questions from Members without Notice**

Nil

**12. Meeting Closed**

12.1 Matters for which the meeting may be closed

12.2 Public reading of resolutions that may be made public

**13. Closure**

The Shire President closed the meeting at 6.15pm.

.....**Presiding Person**

**14. Next Meeting**

Ordinary Meeting 15 September 2016